

INFANTS IN THE WORKPLACE – CARE PROVIDER AGREEMENT

Name of Care Provider: _____

As a care provider, I understand and agree to the following.

1. When necessary, I will provide care for _____ (infant) when _____ (parent) is unavailable.
2. I will move to _____ (parent's) workstation or the infant will be brought to my workstation, whichever is most convenient.
3. I understand my role as a care provider does not relieve me of my responsibilities as an employee of the Northwest Educational Service District (NWESD).
4. As a care provider, I will perform my job duties while caring for the infant. Loss of productivity due to excessive time spent caring, calming, feeding and diapering the infant will be reconciled by adjusting my work hours appropriately.
5. I understand that I am not to provide care for an infant for more than one hour within my daily scheduled work hours.
6. I may not have a concurrent Care Provider Agreement in order to care for someone else's infant(s) while this agreement is in effect.
7. I understand there is another designated care provider, _____ (other care provider), with these same duties whom I may contact if I require assistance.
8. I will be notified by _____ (parent) if there is any change in care providers under this agreement.
9. No persons will be responsible for the infant except for _____ (parent), _____ (other care provider), and me.
10. I will not release the infant under my care to any individual other than _____ (parent) or _____ (other care provider).
11. If at any time I no longer agree to act as a care provider for _____ (infant), I shall give written notice to _____ (parent) and the Payroll/Personnel Administrator.

By signing this agreement, I consent to act as a care provider as described above. I certify that I have read and agree to comply with the Infants in the Workplace Program policy and procedure as well as this Care Provider Agreement.

Care Provider Signature	Date
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APPROVAL

Care Provider Supervisor Signature	Date	<input type="checkbox"/> Approved <input type="checkbox"/> Denied*
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*Reason for Denial

- Safety Concern
 Performance Issue
 Other: