

**AFFILIATE ROLES**  
**for**  
**LICENSED DAY CARE HOME / GROUP DAY CARE HOME**

Use only the roles listed below.  
Choose the role that best fits the primary responsibilities of the individual.

<b>Role</b>	<b>Explanation of Role</b>
Employee Unspecified	Any employee of the licensed facility (includes assistants).
Intern/Student Observer	For purpose of meeting education requirements. Always in direct line of sight of someone who has cleared the comprehensive background check.
Observer	More than one time in facility for observation of the program. <b>NOTE:</b> This is not applicable to individuals observing to complete CCL 207 Record of Observation form.
Owner/Operator - Individual	Individual who owns the facility.
Primary Care Provider	Employed by the facility and/or owner/operator of the facility.
Resident and Employee	This is for all individuals at least 16 years old that reside and work in the facility
Resident 10 through 17 years	Required for name-based check - KS Criminal and DCF Abuse and Neglect Registry.
Resident 18 years and Older	Regardless of access to children. Ex. college student, spouse who works away from licensed facility, etc.
Resource Specialist Supervised	While working with children, person remains in direct line of sight of someone who has cleared the comprehensive background check.
Resource Specialist Unsupervised	While working with children, person remains on the licensed premises and is not in the direct line of sight of someone who has cleared the comprehensive background check (i.e. takes a child to another room).
Substitute	An employee and not dependent on number of hours worked.
Volunteer Supervised	Always in direct line of sight of someone who has cleared the comprehensive background check.
Volunteer Unsupervised	Sole responsibility of children in care and not in the direct line of sight of someone who has cleared the comprehensive background check.

**GOOD BEGINNINGS LAST A LIFETIME!**