Important Household Information

International Nanny Association
nanny.org
info@nanny.org
888.878.1477

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Household

Security System Company | Phone | Key Pad Code | False Alarm Password

Garage Door Keypad Code | Extra keys (house/cars/shed) are located

Electrical fuse box/circuit breaker box is located | Water cutoff valve(s) is/are located | Thermostat(s) is/are located

Neighbors

Name | Phone Number | Name | Phone Number

Address | Availability | Address | Availability

Services

Maid/Cleaning Company | Phone Number | Veterinarian | Phone Number

Electrician | Phone Number | Plumber | Phone Number

AC/Heating | Phone Number | Well/Septic | Phone Number

General Contractor | Phone Number | Handyman | Phone Number

Appliance Repair | Phone Number | Auto Service/Garage | Phone Number

Garbage pick-up (days) | Phone Number | Recycling pick-up (days) | Phone Number

Yard Maintenance | Phone Number | Newspaper | Phone Number

Important Phone Numbers

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EMERGENCY CALL 911

In an emergency, when all phone circuits are busy, text messaging may still be operable.

Father

Employer Name

Employer Address

Office Phone | Mobile Phone | Email

Mother

Employer Name

Employer Address

Office Phone | Mobile Phone | Email

School Name | Grade/Teacher | Main Phone | Sick Phone

Alternate Contact Name | Relationship | Phone Number

Alternate Contact Name | Relationship | Phone Number

Pediatrician | Address | Phone Number

Poison Control Center | Address | Phone Number

Dentist | Address | Phone Number

Hospital | Address | Phone Number

Emergency/Evacuation Meet Up Instructions

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Child's Personal Information

Name

Date of Birth | Social Security Number

Sex | Hair | Eyes

Allergies

Medical Conditions/Medication

Child's Personal Information

Name

Date of Birth | Social Security Number

Sex | Hair | Eyes

Allergies

Medical Conditions/Medication

Medical Insurance Information

Name of Insured/Employer

Insurance Company | Confirmation Phone

Employee ID | Group Number | Member Number

Automobile Insurance Information

Insurance Company

Policy ID | Phone

Parental Authorization For Emergency Medical Treatment

In the case of accident or illness, should my child(ren)

become ill during the time that s/he is in the care of

(name of caregiver)

or suffers an accident of any character, I (we) shall be contacted immediately. In the event that I (we) cannot be contacted immediately, the above named caregiver shall be authorized to secure such medical attention and care as may be necessary from duly licensed medical and dental personnel.

Parent Signature | Date

PLEASE ATTACH A COPY OF INSURANCE AND PRESCRIPTION PLAN IDENTIFICATION CARDS

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About INA

INA is a volunteer, not for profit educational association that is committed to providing information, education and guidance to the public and to industry professionals. We look to people like you, who are interested in the professionalism of the in-home child care industry, to partner with us and support our efforts.

JOIN US

For more information on joining INA, please visit our member benefits page on the INA website, www.nanny.org.

If you have questions or comments about INA, please contact us by phone at 888.878.1477 or by email at admin@nanny.org.

Membership is open to:

Nannies and all other in-home child care providers

Nanny Employers

Nanny Placement Agencies and Staff

Industry Service Providers

Individuals who support the in-home child care industry

Industry Educators

INA Weekly Blog

Each week, INA distributes fresh ideas and valuable resources for Nannies and Agencies via email. Topics include business solutions for effective agency management, innovations in recruitment and family-client communications, and more. Subscribe here.

INA Annual Conference

Each year, INA holds an industry conference attended by agencies, nannies and related business partners from around the world. This three-day event features speakers and workshops that help INA members improve business performance, connect with the nanny community, and address challenges and opportunities across a range of issues. Learn more about this year's INA Annual Conference, including our workshop agenda, keynote speakers, costs and dates.