



NCSA CERTIFICATION CHECKLIST

- I have completed the NCSA approved class
 - Submitted**
- I have taken and passed the NCSA test (You can test out without taking the approved course)
 - Completed**
- I have completed the required reading
 - Completed**
- I am CPR certified and it is current
 - Completed**
- I have 3 professional references with Name and Phone Number – these may be reference letters you have received in the past
 - Submitted**
- I have completed my background check. You may submit a background check that was completed within the last year.
 - Submitted**
- I have applied for Postpartum Liability Insurance and verification from the Insurance Company
 - Submitted**
- I have downloaded and filled out all the required certification forms
 - Submitted**
- I am required to do the internship according to the following:
 - I have **not worked as a Newborn Care Specialist in the last year**, provided Nanny Services to a Newborn within the last year or worked in a daycare setting with infants, (0-6 months) within the last year, you must:
 - Fulfill 80 hours of internship with a family at a price not greater than \$10 hour.
 - I previously have had **no experience working with newborns**, you must fulfill 160 hours of internship with a family at a price not greater than \$10 hour.
 - Mom's with experience with their children only counts as NO experience.
 - Internship hours are complete
 - Intern families have completed the NCSA forms for my internship
 - Submitted**
 - I have experience working with newborns in the last year and do not need to do the internship.
- I have completed the Breastfeeding course and have my instructor's form signed
 - Submitted**
- I have completed my NCSA interview with _____