



Inspection of insurance records

It is a condition of approval and continued approval for Child Care Benefit (CCB) purposes that services must comply with Family Assistance Law.

Child care services' insurance requirements are detailed in the statutory rules *Child Care Benefit (Eligibility of Child Care Services for Approval and Continued Approval Determination 2000)*.

Failure to meet these obligations is a breach of the conditions of continued approval and may result in a sanction being applied. Information on child care services' insurance record keeping requirements is detailed in Instruction sheet 2.

Failure to meet these obligations is a criminal offence and may incur a penalty of up to \$6 600 for an individual and up to \$33 000 for a body corporate. Financial penalties under the civil penalty and infringement notice scheme may also be imposed (see Instruction sheet 7 for more information about the Civil Penalty and Infringement Notice Scheme). A service that does not comply with its obligations may also be sanctioned under the Act.

It is a condition of approval and continued approval for CCB that services have appropriate and current insurance. The Insurance documentation is required to display the valid and current period of insurance, the accurate address and approved business name.

Insurance requirements

Section 12 of the *Eligibility of Child Care Services for Approval and Continued Approval Determination 2000* states the requirements for insurance including:

- workers compensation for the child care service
- public liability insurance for the child care service.

These are the minimum requirements as stated in Section 12 of the *Eligibility of Child Care Services for Approval and Continued Approval Determination 2000*, however, services should seek professional advice on their other business insurance requirements.