I am a…Volunteer

Use this checklist to:

- See what is required for your role
- Check off what you have completed
- Keep notes on your progress

If you have questions on how to get started, please email MERIT@dcyf.wa.gov or call 866.482.4325 option 5.

Items to complete and have verified in MERIT

Visit MERIT: https://apps.dcyf.wa.gov/MERIT

☐	I have a MERIT account.
☐	I have a STARS ID number.
☐	My personal information and contact information is correct.
☐	I submitted my Portable Background Check Application in MERIT. WAC 110-300-0105, WAC 110-301-0105, and WAC 110-302-0105
☐	I completed my fingerprints.
☐	My portable background check is cleared.
Notes	

Early Care & Education/School-Age Employment Information Section – Verified in MERIT

☐	I added my employment.
☐	My employment is confirmed by the family home licensee or center director OR my employment is verified by the licensor.

Notes	

Health & Safety Information Section:

Self-entered in MERIT WAC 110-300-0105, WAC 110-300-0106, WAC 110-301-0105, WAC 110-301-0106, WAC 110-302-0105 and WAC 110-302-0106

☐	TB Test
☐	Blood Borne Pathogens
☐	Federal Health and Safety Trainings
☐	Food Handler Permit (if handling or serving food)
☐	Safe Sleep (if working with infants/toddlers). Complete it here: www.dcyftraining.com
Notes	

Training Resources

☐	I have a Log-In for online training at www.dcyftraining.com and I know how to find trainings.
Notes	

Resources:

- Equivalent Options for Education
- Training Requirements & Completion Timeline
- Equivalent Options for Education School-Age Providers
- Training Requirements & Completion Timeline for School-Age Providers
- Outdoor Nature-Based Equivalents
- Training Requirements & Completion Timeline for Outdoor Nature-Based Providers

DCYF does not discriminate and provides equal access to its programs and services for all persons without regard to race, color, gender, religion, creed, marital status, national origin, citizenship or immigration status, age, sexual orientation or gender identity, veteran or military status, status as a breastfeeding mother, and the presence of any physical, sensory, or mental disability or use of a dog guide or service animal. If you would like free copies of this publication in an alternative format or language, please contact DCYF Constituent Relations at 1-800-723-4831 or emailcommunications@dcyf.wa.gov.