



## DELTA HEAD START/EARLY HEAD START

308 SW 2nd  
Lindsay, OK 73052  
405-756-1100  
Fax 405-756-1104



Delta Community Action  
Karen Nichols, Executive Director

Alecia Walling  
Head Start/Early Head Start Director

### **Delta Head Start/Early Head Start Eligibility Application**

**Delta Head Start** provides a free pre-school program and comprehensive services to children 3 and 4 years of age and their families who are eligible.

**Delta Early Head Start** provides comprehensive services to pregnant women, infants, and toddlers and their families who are eligible.

Please complete the attached application completely and accurately. All information will be kept strictly confidential. It will be used to determine whether your family is eligible for Head Start/Early Head Start services and to prioritize your application.

If you have any questions about this application, or if you need any help completing it, please call us at Lindsay, 405-756-1100, Duncan, 580- 255-5571, or Purcell, 405-527-5551. We will be glad to assist you!

### **\*INCOMPLETE APPLICATIONS CANNOT BE PROCESSED\***

When we receive your application, we will review it and let you know if your family qualifies for Delta Head Start/Early Head Start or if we need more information. **Please let a Delta Head Start/Early Head Start Staff know of any changes in your phone number, address and/or your interest in our program.**

This form will become a permanent part of your child's Head Start/Early Head Start enrollment if accepted in the program.

Please attach the following documentation to this application:

- 1. State certified birth certificate**
- 2. Updated immunization record**
- 3. Family Income Verification**
- 4. Social Security Card (if available)**

Please mail or drop off your completed applications to:

**Delta Head Start/Early Head Start**  
**308 SW 2nd**  
**Lindsay, OK 73052**

### Child/Participant's Information:

Child/Participant's Name \_\_\_\_\_ (First) \_\_\_\_\_ (MI) \_\_\_\_\_ (Last) Gender: Female \_\_\_\_\_ Male \_\_\_\_\_  
 Physical Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ Telephone \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ Email Address \_\_\_\_\_  
 County \_\_\_\_\_ School District \_\_\_\_\_  
 Date of Birth \_\_\_\_\_ Preferred Language: English \_\_\_\_\_ Spanish \_\_\_\_\_ Other \_\_\_\_\_ Race/Ethnicity \_\_\_\_\_  
(Please attach verification) (Please Specify)  
 Does child have current immunizations?  Yes  No (Please provide documentation of immunization record or documentation of exemption).

**IF YOU ARE PREGNANT:** Due Date (mm/yy): \_\_\_\_/\_\_\_\_ Are you receiving prenatal services?  Yes  No

**FAMILY INFORMATION: All blanks must be completed unless otherwise stated.**

	MOTHER/LEGAL GUARDIAN	FATHER/LEGAL GUARDIAN
<b>Name</b>		
<b>Parent lives in the same house as child?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If parent does not live with child, please provide address and phone number.</b>	Address _____ City _____ Zip _____ Telephone _____	Address _____ City _____ Zip _____ Telephone _____
<b>Date of birth</b> <small>(Must be completed)</small>	____/____/____	____/____/____
<b>What ethnicity do you consider yourself to be?</b>	<input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Non-Hispanic or non-Latino	<input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Non-Hispanic or non-Latino
<b>What race do you consider yourself to be? (check one only)</b>	<input type="checkbox"/> White <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Black /African American <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/> Biracial/Multiracial or Other (Specify) _____	<input type="checkbox"/> White <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Black /African American <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/> Biracial/Multiracial or Other (Specify) _____
<b>Primary Language (s) Spoken:</b>	<input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Asian <input type="checkbox"/> Other _____	<input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Asian <input type="checkbox"/> Other _____
<b>Secondary Language(s) Spoken:</b>	<input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Asian <input type="checkbox"/> Other _____	<input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Asian <input type="checkbox"/> Other _____
<b>English Speaking Ability:</b>	<input type="checkbox"/> Very Well <input type="checkbox"/> Well <input type="checkbox"/> Not Well <input type="checkbox"/> Not at All	<input type="checkbox"/> Very Well <input type="checkbox"/> Well <input type="checkbox"/> Not Well <input type="checkbox"/> Not at All
<b>Primary Occupational Status (Mark only one):</b>	<input type="checkbox"/> Full-time (more than 30+ hours weekly) <input type="checkbox"/> Unemployed <input type="checkbox"/> Part-time (29 hours or less) <input type="checkbox"/> Training program with salary <input type="checkbox"/> Homemaker <input type="checkbox"/> Unable to work due to disability <input type="checkbox"/> Self-Employed (specify) _____	<input type="checkbox"/> Full-time (more than 30+ hours weekly) <input type="checkbox"/> Unemployed <input type="checkbox"/> Part-time (29 hours or less) <input type="checkbox"/> Training program with salary <input type="checkbox"/> Homemaker <input type="checkbox"/> Unable to work due to disability <input type="checkbox"/> Self-Employed (specify) _____
<b>Hours worked?</b>	From: _____ To: _____ Days: S M T W TH F S	From: _____ To: _____ Days: S M T W TH F S
<b>Enrolled in school?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what hours? From: _____ To: _____ Days: M T W TH F S S Where? _____	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what hours? From: _____ To: _____ Days: M T W TH F S S Where? _____
<b>Highest Level of Education Completed: (Please Circle)</b>	0 1 2 3 4 5 6 7 8 9 10 11 12 High School Diploma/GED? <input type="checkbox"/> Yes <input type="checkbox"/> No College? 1 2 3 4 5+	0 1 2 3 4 5 6 7 8 9 10 11 12 High School Diploma/GED? <input type="checkbox"/> Yes, <input type="checkbox"/> No College? 1 2 3 4 5+

**Household Income: Include income of all household members contributing support for above child.**

You must provide proof of income. Income proof could be, but not limited to the following:

pay stub, employer statement, TANF, child support, college grants/scholarships, SSI, alimony, and/or foster care subsidy.

Type of income submitted:  pay stubs  W-2 form  written statement from employer  Child support

Family Support  Individual Income Tax 1040  SSI  TANF  Other \_\_\_\_\_  
(Please Specify)

**Family Size**

To process your child’s application, we must know how many people are living in your household who are supported by the parents/guardians of the child applying for the program.

How many adults in household? \_\_\_\_\_ How many children? \_\_\_\_\_

Please list everyone living in the same home as the child, who is related to the child by blood, marriage or adoption and who is supported by the child’s parent/guardians. (brothers, sisters, uncles, aunts, grandparents, etc.)

NAME	SEX	DOB	RELATIONSHIP TO <u>CHILD</u>

**Family Type:**

Single Parent (Mother only)  Single Parent (Father only)  Two Parent  Foster Parent(s)  
 Other Family Type: Specify \_\_\_\_\_  Grandparent(s) or other relatives

Is the child’s family currently homeless? (Includes families living temporarily in a shelter, hotel, or vehicle; or moving frequently between homes of relatives and friends)

No  Yes. If yes, how long has family been homeless: \_\_\_\_\_?

Types of Services or Financial Assistance Received (Mark all that apply):  WIC  TANF  Food Stamps

Tribal  Foster Care Subsidy  Social Security Income (SSI)  Daycare Assistance  Medical (SoonerCare)

Will you provide transportation for your child to and from Head Start? \_\_\_\_\_. If not, how will child get to and from Head Start? \_\_\_\_\_.

**CHILD HEALTH**

Is your child up to date with Well Child Checks?  No  Yes If so when was your child’s last visit? \_\_\_\_\_

Has your child had a Lead Screening from WIC or a Doctor?  No  Yes If so, when? \_\_\_\_\_

Any concerns about child health and/or development?  No  Yes Specify concern: \_\_\_\_\_  
(Please attach medical documents)

Has child been determined eligible for Local Education Agency (LEA) or Sooner Start to receive special education services and/or related services?  No  Yes (please check appropriate box) I.E.P Attached  Yes  No IFSP Attached  Yes  No

Has Child been diagnosed with a medical or biological issue? (Such as Asthma, food allergies, epi-pen, uses inhaler, allergies to insects, diabetes, seizures, any and all allergies, heart, heat, etc.)  No  Yes specify: \_\_\_\_\_

\*\*\*\*\*If your child has any of the listed or any other medical issue, your child must have a Medical Plan in place before child may start school. NO EXCEPTIONS!

Will your child need medication during school hours?  No  Yes specify: \_\_\_\_\_

\*\*\*\*\*If yes, your child must have a Medication Administer Plan in place before child may start school. NO EXCEPTIONS!

ALL MEDICAL/MEDICATION PLANS AVAILABLE UPON REQUEST.

\*\*Delta Head Start and Daycare licensing requires Delta have medical plans in place to be able to safely provide care to your child.

\*\*\*Having a medical issue will not have any bearing on your child's acceptance into Delta Head Start/Early Head Start.\*\*\*

TYPE OF PROGRAM OPTION INTERESTED IN: (Please check only one)

**Head Start Program Option**

Head Start Program Option | This program consists of center-based services for children 3 and 4 years of age.

**Early Head Start Program Options**

Home Base Program Option | This program consists of weekly home visits, socialization groups twice a month where child interactions with other children in a classroom environment and Parent Groups. Childcare and snacks are provided for all groups and socializations.

Full Day Program Option | This option is for working or student families that need full day childcare. This program serves children 6 weeks to age 3 and operates Monday-Friday. Families have home visits and parent/teacher conferences. Proof of full-time employment or school is required for this option.

Prenatal Program | This program consists of home visits during pregnancy to provide education and support. Once the baby turns 6 wks. old, she/he is automatically enrolled in to one of the programs mentioned above providing eligibility is met.

**Special Circumstances**

If you would like, please describe any special challenges and/or circumstances facing your family.

Please review your child's application and ensure all empty fields are answered. Incomplete applications cannot be processed.

I certify that the income and information stated in this application to be true and correct to the best of my knowledge.

Signature of Parent/guardian \_\_\_\_\_ Date \_\_\_\_\_

Thank you for applying to the Delta Head Start/Early Head Start program!

<b>AGENCY USE ONLY</b>	
Interviewed by _____	
Center Applying For: _____	<input type="checkbox"/> Head Start <input type="checkbox"/> Early Head Start <input type="checkbox"/> Pregnancy Program
Documentations: Staff check off the documents received.	
Income Verifications _____	
Immunization Record _____	
State Certified Birth Certificate _____	
Documentation of Disability/Medical Condition (if applicable) _____	

# OSIIS - Authorization to Use or Share Protected Health Information to School or Day Care

Student Name: \_\_\_\_\_

Demographic/Client ID #: \_\_\_\_\_

*(For School/Day Care receiving PHI to fill out)*

Date of Birth: \_\_\_\_\_

I hereby authorize the Oklahoma Immunization Service to release my Immunization records and information located within the Oklahoma State Immunization Information System ("OSIIS") to: \_\_\_\_\_  
*(Name of Person/Organization receiving PHI)*

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### The information may be disclosed for the following purpose(s):

to ensure the student meets Oklahoma eligibility requirements for schools/day cares as outlined in Title 70 O.S. § 1210.191 and Oklahoma Administrative Code ("OAC") 310:535-1-2 and OAC 310: 535-1-3

Other: \_\_\_\_\_

### I understand that by voluntarily signing this authorization:

- I authorize the use or disclosure of my PHI as described above for the purpose(s) listed.
- I have the right to withdraw permission for the release of my information and revoke this authorization at any time in writing.
- I have the right to receive a copy of this authorization.
- I understand that unless the purpose of this authorization is to determine payment of a claim for benefits, signing this authorization will not affect my eligibility for benefits, treatment, enrollment, or payment of claims.
- I understand I may change this authorization at any time in writing. However, I understand I cannot restrict information that may have already been shared based on this authorization.
- Information used or disclosed pursuant to the authorization may be subject to redisclosure by the recipient and may no longer be protected by HIPAA Privacy Regulations.

Unless revoked or otherwise indicated, this authorization's automatic expiration date will be **one year** from the date of my signature or upon the occurrence of the following event [ e.g., child no longer enrolled in school/day care center] \_\_\_\_\_

\_\_\_\_\_  
Signature of Student or Legal Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Description of Legal Representative's Authority