**Professional Supervised Visitation Monitor Business Checklist**

**Training & Certification**

☐ Complete 24-hour mandatory training
☐ Complete Online Child Abuse Mandated Reporter Training
[https://mandatedreporterca.com](https://mandatedreporterca.com/)/
☐ Register for Trust Line <http://trustline.org> 800-822-8490

Received Request for Live Scan from Trust Line

☐Completed Live Scan (Background Check)

**Business Name Registration**

☐ Select a business name
Step 1: Research name availability:
<https://www.lavote.gov/docs/rrcc/documents/NewFBNPortalMediaNotice.pdf>☐ Register business name (DBA - "Doing Business As")
Step 2: File at https://www.lavote.gov
Step 3: Business Name Selection
Step 4: Search availability
Step 5: File application (In-Person or Online) - $26 filing fee
Step 6: Publish business/notice in local newspaper within 4 weeks (30 days) of filing
(Example: Sentinel - $56)

☐ Register for CPR class: Googlebearme

☐ Set up Google Business Profile: <https://www.google.com/url?q=https://business.google.com/us/business-profile/&sa=U&sqi=2&ved=2ahUKEwiEr8bczJ-QAxX-RjABHcl5OW8QFnoECCkQAQ&usg=AOvVaw2UtM79lEor5tXRmQQFRXu8>

**Business Tools & Accounts**

☐ Set up Google Voice (APP for business phone number)
☐ Set up Business Email according to website if applicable or use gmail.com (include business name in email)
☐ Set up Digital Business Card
[https://www.bizcarding.com](https://www.bizcarding.com/)☐ Register for Facebook Group: Professional Supervised Visitation Monitors CA
☐ Set up PayPal **Business Account** or payment method you will be using or wait until you establish your website
Step 1: Apply at https://www.paypal.com or
Step 2: Free signup
Step 3: Enter details & activate

**Government & Tax Registration**

**☐** Register Business with 211 **☐ Apply for EIN (Employer Identification Number)**[**https://www.irs-ein-tax.com/**](https://www.irs-ein-tax.com/)Choose: Individual Sole Proprietor
Enter information **☐ Register business with Office of Finance - Business Tax Certificate**[**https://finance.lacity.gov/tax-education/new-business-registration/how-register-btrc**](https://finance.lacity.gov/tax-education/new-business-registration/how-register-btrc)

**Professional Listings & Marketing**

**☐Supervised Visitation Directory**<http://svdirectory.com/detail.htm?id=3712>

**☐Professional Visitation Monitoring Providers Directory**

<https://professionalvisitationmonitoringproviders.com/add-your-complimentary-listing/>

**☐** **Los Angeles County Professional Visitation Registry**

[https://lacomonitors.com](https://lacomonitors.com/)

**☐Riverside County Professional Supervised Visitation Monitor List**

**[PROFESSIONAL SUPERVISED VISITATION PROVIDERS 2025](https://www.riverside.courts.ca.gov/system/files/general/sup_visit_provider_list.pdf)**

**☐Orange County Professional Supervised Visitation Monitor List** [https://www.google.com/url?sa=t&source=web&rct=j&opi=89978449&url=https://www.occourts.org/system/files/general/supervisedvisitationproviderslist.pdf&ved=2ahUKEwjIr5HwwouOAxXLL0QIHUTeJG4QFnoECBYQAQ&usg=AOvVaw0IjSs2zsWRrMt7tytRqSUL](https://www.occourts.org/system/files/general/supervisedvisitationproviderslist.pdf)

**☐**Supervised Visitation Network

<https://www.svnworldwide.org/>

**☐**San Diego Supervised Visitation Monitor Registry

### [SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN DIEGO](file:///Users/gaylegordon/Desktop/SUPERIOR%20COURT%20OF%20CALIFORNIA%2C%20COUNTY%20OF%20SAN%20DIEGO)

☐Supervised Visitation Monitor List Santa Clarita

☐Set up Business Instagram

☐Set up Business Facebook

☐ Select Website Builder
[https://www.godaddy.com](https://www.godaddy.com/)

READY SET GO