

MY LICENSED PROGRAM IS UP FOR INSPECTION. HOW DO I PREPARE?

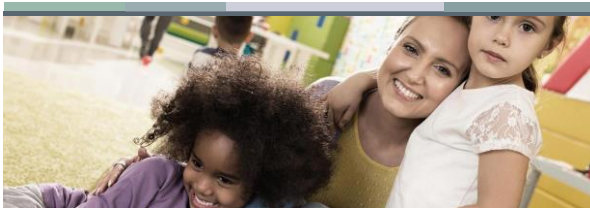
COLORADO ASSOCIATION OF SCHOOL NURSES
NOVEMBER 3, 2018

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Coordinator, Healthy Child Care Colorado
Child Care Health Consultant, Children's Hospital Colorado



WHAT ARE YOUR BIGGEST QUESTIONS?

- What are your needs?
- Where do you need help?



UNDERSTANDING CHILD CARE IN COLORADO

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RULES REGULATING CHILD CARE CENTERS – PRESCHOOLS (7.702.1)

- Child care centers, less than 24-hour care (referred to as "centers"), provide comprehensive care for children when the parents or guardians are employed or otherwise unavailable to care for the children. Child care centers may operate twenty four (24) hours a day, but the children are cared for at the center fewer than twenty four (24) hours a day.
 - Child care centers, less than 24-hour programs of care, include the following types of facilities:
 - A "large child care center" provides care for 16 or more children between the ages of 2 1/2 and 18 years.
 - A "small child care center" provides care for 5 through 15 children between the ages of 2 and 18 years.
 - An "infant program" provides care for children between the ages of 6 weeks and 18 months.
 - A "toddler program" provides care for children between the ages of 12 months (when walking independently or with a health care provider's statement indicating developmental appropriateness of placement in a toddler program) and 36 months.
 - "Preschool" is a part-day child care program for 5 or more children between the ages of 2 1/2 and 7 years.
 - "Kindergarten" provides a program for children the year before they enter the first grade.
 - "Full day program" enrolls children for five (5) or more hours per day.
 - "Part day program" enrolls children for a maximum of up to five (5) hours per day. Individual children shall not attend more than one (1) five (5) hour session per day.
 - A "drop-in child care center" provides occasional care for 40 or fewer children between the ages of 12 months and 13 years of age for short periods of time not to exceed six (6) hours in any 24-hour period of time or fifteen (15) hours in any seven (7) day period of time.
 - "Staff" all references to staff or staff positions include paid staff and equally qualified volunteers under Section 7.702.66. E.
- C. Licensed child care centers enrolling children five (5) years of age or younger are required to participate in Colorado Shines, the state quality rating and improvement system.



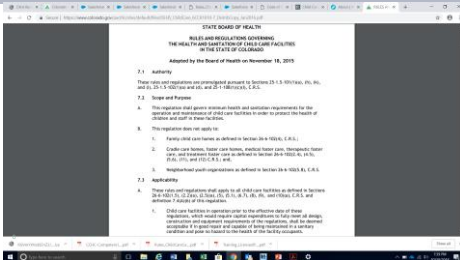
RULES REGULATING CHILD CARE CENTERS – SACC (7.712)

- A "school-age child care center" (hereafter referred to as the "center") is a child care center that provides care for five (5) or more children who are between five (5) and eighteen (18) years of age. Children four (4) years of age, who will turn five (5) on or before October 15th of the current calendar year may attend the center as part of a "building-based" school-age child care program or "building-based day camp" summer program prior to their kindergarten year. The center operates for more than one week during the year. The term includes facilities commonly known as "day camps," "summer camps," "summer playground programs," "before and after school programs," and "extended day programs." This includes centers operating with or without compensation for such care, and with or without stated educational purposes.
- A "building-based school-age child care program" is a child care program that provides care for five (5) or more children who are between five (5) and eighteen (18) years of age. The center is located in a building that is regularly used for the care of children.
- A "day camp" is a school-age child care program which operates at least four (4) hours a day primarily during one session of the year, and during school vacation periods for children between five (5) and eighteen (18) years of age, which accepts registrations for finite, not necessarily contiguous sessions. Programs may operate daily between 6:00 a.m. and 10:00 p.m. Day camp programs may offer no more than two overnight stays each camp session. The types of day camps are as follows:
 - A "building-based day camp"
 - A "mobile day camp"
 - A "outdoor-based day camp"

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RULES AND REGULATIONS - SANITATION



WHO VISITS? HOW OFTEN?

- Colorado Department of Human Services - Safety
 - Licensing specialist
 - Prior to license
 - Annual supervisory inspections
 - As needed on injuries, complaints and Stage II

- Colorado Department of Public Health and Environment or local public health – Health and Sanitation
 - State or local public health
 - Prior to opening
 - At least every 2 years
 - More often as determined by risk

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YOUR ROLE - CHILD CARE HEALTH CONSULTANT



- Required by CDHS
- Defined in Sanitation
- Consultative vs. nurse



CHILD CARE HEALTH CONSULTANT (7.702.400)

- Licensed registered nurse – knowledge & experience or Pediatric Nurse Practitioner or Family Nurse Practitioner or Pediatrician
- Consultation must occur as often as the CCHC who is delegating medications and/or medical procedures requires
- Documentation of RN or MD current license and experience
- Training
 - Department approved CCHC training prior to working with center
 - CDPHE immunization course – annual



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LICENSING RULES

Child Care Centers



ADMISSION PROCEDURES - CHILDREN WITH SPECIAL HEALTH NEEDS (7.702.510)

- The admission of children who have special health care needs, disabilities, or developmental delays which includes children with social/emotional and behavioral needs must be in alignment with the training and ability of staff and in compliance with the Americans with Disabilities Act. Services offered must show that a reasonable effort is made to accommodate the child's needs and to integrate the child with other children. (See General Rules for Child Care Facilities, Section 7.701.14)
- The center must inform its Child Care Health Consultant (CCHC) prior to the first day of care of the enrollment of a child with special health care needs, if known, so staff receive training, integration and supervision as indicated by the child's individualized health care plan.
- For a child with special health care needs requiring intervention and/or medication, the center must obtain written instructions for providing services from the child's parent or guardian and the health care provider. If an existing individualized health care plan is provided for the child, it must be reviewed and followed by the center staff when caring for the child. If the child does not have an existing individualized health care plan, the individualized health care plan must be obtained by the child's first day of care.
- The individual health care plan must be updated at least every twelve months from the date of the initial plan and as changes occur. The plan must include all information needed to care for the child, must be signed by the health care provider and must include, but not be limited to, the following: a. Medication schedule; b. Nutrition and feeding instructions; c. Medical equipment or adaptive devices, including instructions; d. Medical emergency instructions; e. Talking and personal hygiene instructions; f. Behavioral interventions; and, g. Medical procedure/intervention orders.
- For a child with special health care needs, the center must obtain written instructions for providing services from the child's parents or legal guardian and the health care provider. If the child with special health care needs does not have an existing individualized health care plan, the individualized health care plan must be completed within thirty (30) calendar days of the child's enrollment.
- The plan must be updated at least every twelve (12) months from the date of the initial plan or as changes occur.
- The center must inform its child care health consultant as soon as possible of the enrollment of a child with special health care needs so staff can receive training and support as indicated by the child's individualized health care plan.

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HEALTH CARE – STATEMENTS OF HEALTH STATUS (7.702.520)

- The center has the right to refuse to admit a child if a statement from a health care professional is not submitted.
- At the time of admission, the parent(s)/guardian(s) must provide for each child entering the center:
 - Documentation of immunization status or exemption as required by Colorado Department of Public Health and Environment (CDPHE). Immunizations must be updated and recorded as required on the certificate of immunization or alternate certificate of immunization as supplied and approved by the Colorado Department of Public Health and Environment (CDPHE). Colorado law requires proof of immunization to be provided prior to or on the first day of admission.
 - Within thirty (30) calendar days after admission, and within thirty (30) calendar days following the expiration date of a previous health statement, the parent(s)/guardian(s) of each child must submit a statement of the child's current health status to written verification of a scheduled appointment with a health care provider. The statement of the child's current health status must be signed and dated by a health care provider who has seen the child within the last twelve (12) months, or within the last six (6) months for children less than two and one-half (2½) years of age. The statement must include when the next visit is required by the health care provider. All health statements must be kept at the center.
 - Statements of health status of children less than two (2) years of age must be updated in accordance with the American Academy of Pediatrics recommended schedule for routine health supervision or as required in writing by the health care provider.
 - Health statements for children over two (2) years of age to seven (7) years of age must be updated in accordance with the American Academy of Pediatrics recommended schedule for routine well child visits.
 - Whenever the director has reason to suspect a child participating in the program may have a condition potentially communicable to the child or others, or finds the child's general condition indicates the need for examination, the director must require a statement from the child's health care provider approving the child to return to group care.
 - For children seven (7) years of age and older or who have completed the first(1st) grade, subsequent statements of health status must be obtained every three (3) years.
 - For children attending a drop-in center, parent(s)/guardian(s) of each child must submit a statement of the child's current health status or written verification of a scheduled appointment with a health care provider within thirty (30) calendar days or by the second visit, whichever is longer. The statement of the child's current health status must be signed and dated by a health care provider who has seen the child within the last twelve (12) months, or within the last six (6) months for children less than two and one-half (2½) years of age. Subsequent statements are not required if there have been no health changes in the child and the parent(s)/guardian(s) submit written to the health status of the child on an annual basis. Children attending drop-in child care with special medical needs must have the statement from a health care professional as indicated in section 7.702.520, A, 2, 3, 4.

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HEALTH CARE - MEDICATIONS

(7.702.222)

- The procedure for storing and administering children's medicines and delegation of medication administration in compliance with Section 12-38-132, C.R.S., of the "Nurse Practice Act", **Unexpired, routine** (current written order, parental consent, delegation)
- No home remedies or homeopathic medications**
- Medications must be kept in the **original labeled bottle or container**. Prescription medications must contain the **original pharmacy label**
- Over-the-counter medication must be kept in the originally labeled container and be labeled with the child's first and last name.**
- Department approved MAT + current delegation
- FA/ CPR current
- Storage policy with CCHC - All medications, except those medications specified in the Department's approved medication administration training as emergency medications, must be kept in an **area inaccessible** to children, but **available to staff** trained in administering medication
- "When away from the classroom, staff **must carry emergency medications in a bag on their person**"
- At least one (1) staff member with current Department approved medication administration training and delegation **must be on duty at all times.**

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REQUIRED POLICIES

(7.702.21)

At the time of enrollment, and upon amendments to policies and procedures, the center must give the parent(s)/guardian(s) the center's policies and procedures, and provide the opportunity to ask questions.

Written copies must be available either electronically or in hard copy.

The center must obtain a signed document stating that the parent(s)/guardian(s) have received the policies and procedures, and by signing the policies and procedures document, the parent(s)/guardian(s) agree to follow, accept the conditions of, and give authorization and approval for the activities described in the policies and procedures.

Policies must include the following:

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REQUIRED POLICIES - HEALTH

(7.702.21)

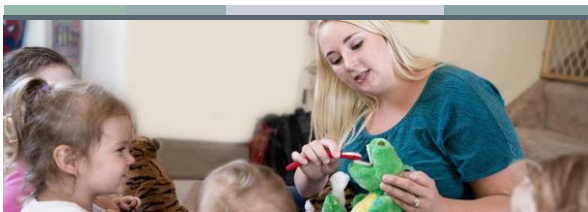
- The procedure concerning admission and registration of children including whether **nonimmunized or under immunized** children are enrolled in the program.
- The center's procedure on **guidance, positive instruction, supporting positive behavior, discipline and consequences**, including how the center will:
 - 1. Cultivate positive child, staff and family relationships;
 - 2. Create and maintain a socially and emotionally respectful early learning and care environment;
 - 3. Implement teaching strategies supporting positive behavior, pro-social/peer interaction, and overall social and emotional competence in young children;
 - 4. Provide individualized social and emotional intervention supports for children who need them, including methods for understanding child behavior and developing, adopting and implementing a team-based positive behavior support plan with the intent to reduce challenging behavior and prevent suspensions and expulsions; and
 - 5. Access an early childhood mental health consultant or other specialist as needed.
- The procedure, including notification of parents or guardians, for handling children's **illnesses, accidents, and injuries**;
- The procedure for storing and administering children's **medicines and delegation of medication administration** in compliance with Section 12-38-132, C.R.S., of the "Nurse Practice Act";
- Meals and snacks**;
- Diapering and toilet training**;
- Parent and staff conferences to inform the parents or guardians of the child's **behavior, progress, and social and physical needs**;
- Reporting of **child abuse** (see 7.701.5, General Rules for Child Care Facilities);
- How decisions are made and what steps are taken prior to the **suspension, expulsion or request to parents or guardians to withdraw a child from care** due to concerns about the child's behavioral issues. These procedures must be consistent with the center's policy on guidance, positive instruction, discipline and consequences, and include documentation of the steps taken to understand and respond to challenging behavior.

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REQUIRED TRAININGS FOR PROVIDERS

Training	Frequency	Completion
Child Abuse Reporting	Annually	Completed
First Aid/CPR	Annually	Completed
Medication Administration	Annually	Completed
Emergency Evacuation	Annually	Completed
Fire Safety	Annually	Completed
Child Abuse Reporting	Annually	Completed
First Aid/CPR	Annually	Completed
Medication Administration	Annually	Completed
Emergency Evacuation	Annually	Completed
Fire Safety	Annually	Completed



SANITATION RULES

Child Care Centers

SANITATION RULES

- Sand boxes
- Pools
- Odors and scented items
- Water
- Sewage, plumbing, toilets
- Handwashing
- Play/toys
- Napping
- Disease prevention
- Medication
- Cleaning, sanitizing, disinfecting
- Cooking, refrigeration, sinks
- Diapering
- Animals

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SO.....HOW TO GET IT ALL DONE



HEALTHY CHILD CARE COLORADO
A QUALISTAR INITIATIVE

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RESOURCES

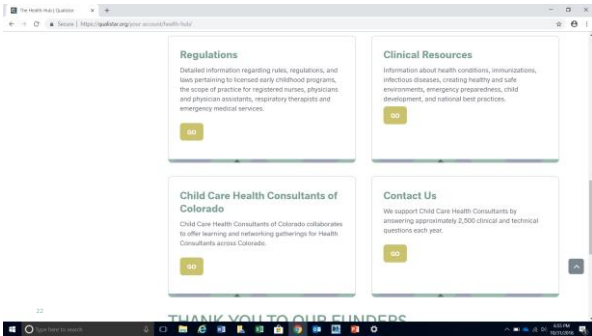
- Healthy Child Care Colorado Health Hub
<https://qualistar.org/healthy-child-care-colorado/>
- Link to OEC website -
<http://coloradoofficeofearlychildhood.force.com/oec?lang=en>
- Licensing rules
- Administrative Guides
- Training, vendors and training handout
- How to find your licensing specialist

HEALTHY CHILD CARE COLORADO
A QUALISTAR INITIATIVE

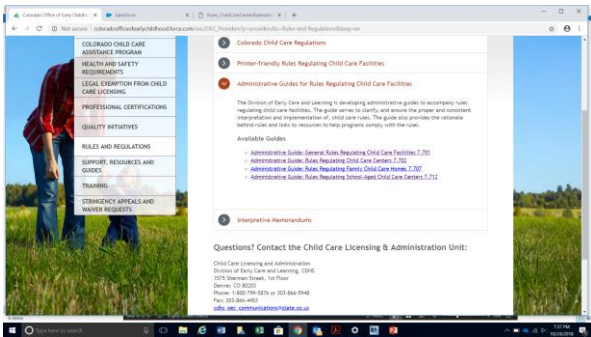
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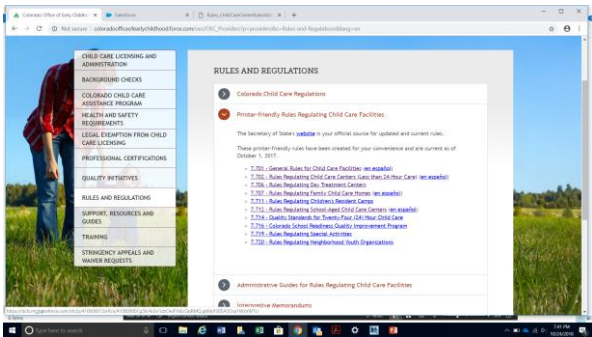
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Regulation	Rule Type	Clarification	Relative Resources	Program Type
7.702.02	Administrative	A "small child care center" provides care for five (5) through (5) children between the ages of two (2) and 18 years.	This regulation is in agreement with state statute which allows for children up to the age of 18. This is in accordance with the statute which allows for children up to 18 years of age. Programs have the flexibility to determine the ages of children that will enroll into the program.	Small Child Infant Toddler
7.702.08	Administrative	The governing body must formulate the policies and procedures to be followed by the center. There must be a regular planned review of such policies and procedures to ensure compliance with the licensing rules. The policies and procedures must be followed as written, including but not limited to: 7.702.01 Statement of Purpose and Philosophy; 7.702.02 Communication;	All policies and procedures created by the facility must be aligned with licensing regulations. Programs may use procedures based on their philosophy, curriculum, beliefs, and values as long as they do not conflict with licensing rules and regulations. The policies and procedures must be followed as written, including but not limited to: 7.702.01 Statement of Purpose and Philosophy; 7.702.02 Communication;	All types

TRAINING

Training Requirements for Licensed Child Care Providers

The Division of Early Care and Learning requires two types of initial training for child care providers:

- Orientation training must be completed prior to working with children.
- Orientation training must be completed within 30 days of employment.

Training requirements include specific courses and annual clock hours. **ORIENTATION TRAINING REQUIREMENTS:**

To meet the annual clock hour training requirements, all licensed child care providers are required to have three clock hours of training focused on social-emotional development and 12 clock hours of training focused on child growth and development.

- Child growth and development and learning or courses that align with the competency domains of child growth and development.
- Child development and assessment.
- Family and community participation.
- Leadership.
- Health, safety and nutrition.
- Professional development and leadership.
- Program planning and development.
- Teaching practices.

Required Pre-Service and Orientation Courses

Licensed Child Care Provider Training Requirements

Tools to meet training requirements

Pre-Service vs. Orientation Training

There are two types of initial training for child care providers: pre-service and orientation. Pre-service training must be completed prior to working with children. Orientation training must be completed within 30 days of employment.

Training Requirements

The licensing requirements include specific training and annual clock hours. Please use the chart to learn more about the specific training requirements and to complete them. To meet the annual clock hour training requirements all licensed child care providers are required to have 12 clock hours of training focused on social-emotional development and 12 clock hours of training focused on their 8 competencies:

- Child growth and development, and learning or courses that align with the competency domains of child growth and development.
- Child development and assessment.
- Family and community participation.
- Leadership.
- Health, safety and nutrition.
- Professional development and leadership.
- Program planning and development.
- Teaching practices.

FDIS and Approved Training Vendors

Many of the required trainings are offered free of charge through the Colorado Stress Professional Development Information System (SDIS) at fdis.cdpel.colorado.gov. The Office of Early Childhood, Division of Early Care and Learning approves training vendors to provide required courses not currently on FDIS. Approved vendors may be found at www.coloradochildcareandchildhood.com/training.

Training	Competency	Hours	Frequency	Notes
Leadership & Program Planning	Leadership & Program Planning	1.702.0101 1.702.0102 1.702.0103	Annually	All providers must be trained on the plan.
Health, Safety & Nutrition	Health, Safety & Nutrition	1.702.0104 1.702.0105 1.702.0106	Annually	All providers must be trained on the plan.
Child Development & Assessment	Child Development & Assessment	1.702.0107 1.702.0108 1.702.0109	Annually	All providers must be trained on the plan.
Family and Community Participation	Family and Community Participation	1.702.0110 1.702.0111 1.702.0112	Annually	All providers must be trained on the plan.
Professional Development and Leadership	Professional Development and Leadership	1.702.0113 1.702.0114 1.702.0115	Annually	All providers must be trained on the plan.
Program Planning and Development	Program Planning and Development	1.702.0116 1.702.0117 1.702.0118	Annually	All providers must be trained on the plan.
Teaching Practices	Teaching Practices	1.702.0119 1.702.0120 1.702.0121	Annually	All providers must be trained on the plan.
Child Growth and Development	Child Growth and Development	1.702.0122 1.702.0123 1.702.0124	Annually	All providers must be trained on the plan.
Social-Emotional Development	Social-Emotional Development	1.702.0125 1.702.0126 1.702.0127	Annually	All providers must be trained on the plan.

NEW TOOL FOR CHILD CARE CENTER VISITS

Colorado Health and Safety Checklist for Child Care Centers

Item	Compliance	Point of Contact	Training and Resource Links
DEFINITIONS			
Licensee: any individual who is responsible for the day-to-day operation of a child care center.	Yes/No	7.702.01	Head Department Child Care Centers (over 24-hour care) [PDF] (2/17/18) www.coloradochildcareandchildhood.com/child-care-centers-over-24-hour-care www.coloradochildcareandchildhood.com/child-care-centers-under-24-hour-care
POLICIES AND PROCEDURES			
Written policies and procedures are developed and approved by the governing body.	Yes/No	7.702.010	The Colorado Center for Child Development, Center for Business and Economic Development [PDF] (2/17/18) www.coloradochildcareandchildhood.com/center-for-business-and-economic-development
Written policies and procedures are developed and approved by the governing body.	Yes/No	7.702.0110	The Center for Child and Family Development [PDF] (2/17/18) www.coloradochildcareandchildhood.com/center-for-child-and-family-development
Written policies and procedures are developed and approved by the governing body.	Yes/No	7.702.0111	Head Department www.coloradochildcareandchildhood.com
Written policies and procedures are developed and approved by the governing body.	Yes/No	7.702.0112	Head Department www.coloradochildcareandchildhood.com

OTHER RESOURCES

HEALTHY COLORADO
A Quality Initiative

HCCC MISSION + PRIORITY AREAS

Healthy Child Care Colorado works collaboratively to promote and support health, safety, and wellness best practices in early childhood.



www.Qualistar.org



HEALTH HUB

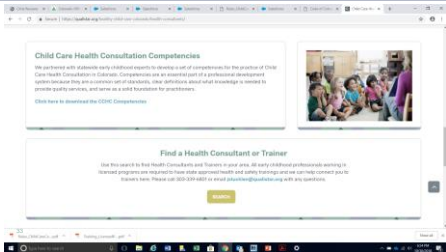


- Overview
- What's New
- Medication Administration Training
- Professional Development
- Introductory and Administrative Resources
- Regulations
- Clinical Resources
- Child Care Health Consultants of Colorado
- Contact Us

<https://qualistar.org/oin/> or www.Qualistar.org



CCHC COMPETENCIES



CATEGORIES	LEVEL 1 KNOW	LEVEL 2 APPLY	LEVEL 3 CREATE	LEVEL 4 ADVANCE
FOUNDATIONAL	<p>Complete the Department approved Child Care Waiver (CCW) and have an active license or CD Train, and obtain an approved Child Care Waiver (CCW) and have an active license or CD Train, and obtain an approved Child Care Waiver (CCW) and have an active license or CD Train.</p> <p>Obtain the required Professional Development hours as required by the Department of Health and Human Services (DHHS).</p> <p>Obtain the required Professional Development hours as required by the Department of Health and Human Services (DHHS).</p> <p>Obtain the required Professional Development hours as required by the Department of Health and Human Services (DHHS).</p>	<p>Provide training, education, and supervision of trainees regarding infant, toddler, and preschool care.</p> <p>Provide training, education, and supervision of trainees regarding infant, toddler, and preschool care.</p> <p>Provide training, education, and supervision of trainees regarding infant, toddler, and preschool care.</p>	<p>Acquire knowledge and resources on additional health and safety topics important to early childhood settings, including but not limited to:</p> <ul style="list-style-type: none"> Early prevention of child health and healthy eating Child nutrition and healthy eating Child safety Physical activity Social and emotional health Health and safety Early and early childhood development Staff health Child health Disaster planning Early Childhood Education Child health Child health Child health 	<p>Include a focus on strategies on your own state as well as other states, both training, nutrition, etc.</p>

CCHC OF COLORADO OF COLORADO



PLEASE JOIN US!

Child Care Health Consultants of Colorado 2019 Seminars

Save the Dates
February 7, 2019
 8:00 am – 12:00 pm

June 3, 2019
 9:00 am – 3:00 pm

September 27, 2019
 9:00 am – 3:00 pm



RESOURCES

- Child Care Rules and Regulations in Colorado www.coloradoofficesofearlychildhood.com – rules and admin guide
- Look up a program <http://www.colorado.gov/apps/boss/cdhs/childcare/lookup/index.jsf>
- Sanitation Rules for Child Care in Colorado <https://www.colorado.gov/pacific/cdphc/child-care>
- National Best Practice for Child Care <http://cfoc.nrc.kids.org/>
- American Academy of Pediatrics Child Care <http://www.healthychildcare.org/>
- Quality Child Care in Colorado www.Qualistar.org
- Colorado Shines www.coloradoshines.com
- Colorado Professional Development Information System <https://ecpd.costarstrong.org/eis/home>
- Healthy Child Care Colorado <https://www.qualistar.org/healthy-child-care-colorado.html>



QUESTIONS?

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