

New Rule Changes for Family Day Care and Large Family Child Care Homes FAQ

5 Staff Training

Can the Fire Extinguisher Training count for annual in-service hours?	Yes, Fire Extinguisher Training may be used towards the annual in-service requirement for the licensure year it was completed. Please ensure to log the training on the In-service Training Record CF-FSP 5268A and attach supporting documents.
Is there an expiration date for the Fire Extinguisher Training?	There is no expiration date for this training. This is a onetime training requirement.
Can the Fire Extinguisher Training be taken online?	Yes, online training is acceptable.
How long do new employees have to complete the Fire Extinguisher Training?	Employees of a Large Family Child Care Home must complete Fire Extinguisher Training within 30 days of employment.
If a provider has already completed the Family Child Care Home 30 HR training, are they still required to take the Safe Sleep Training?	No, the Family Child Care Home 30 HR training will be accepted towards meeting the Safe Sleep Training requirement. However, providers are encouraged to complete a Safe Sleep Training course as a refresher course. The additional training course can be used towards in-service.
Does School Readiness require substitutes in FDCH/LFCCH to have the Pre-Service Training?	<p>School Readiness Program Health and Safety Standards Handbook for homes, dated February 2017, page 31, paragraph 17.1, states, "All pre-service training requirements listed below must be completed by the school readiness program operator, employee(s), volunteers and substitutes, each as defined in this handbook, within 90 days of initial employment with any provider participating in the school readiness program."</p> <p>Please be advised that in addition to meeting the School Readiness pre-service requirement child care personnel in a family day care home/large family child care home must meet licensing requirements for training within the allotted time frames listed in the handbook.</p>

4 Background Screening

Does the substitute have to have the Attestation of Good Moral Character on file?	Yes, substitutes must have the Attestation of Good Moral Character on file. However, existing substitutes who were employed before the forms recent change are not required
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March 23, 2018

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 Frequently Asked Questions
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	to complete the new form, unless they have a break in service that is greater than 90 days.
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7 Health and Safety Requirements

Are providers required to maintain an indoor/outdoor inspection log?	Providers are not required to maintain documentation of indoor/outdoor inspections at this time. The Department plans on adding this requirement with the next rule revision.
Are all family day care homes required to have Carbon Monoxide detectors?	The Department is not requiring homes to have carbon monoxide detectors. However, if the detector is required in the home by local authorities and are present in the home, licensing will inspect to ensure the detector is properly maintained. The carbon monoxide detector should be tested monthly, batteries charged yearly, replaced according to manufacturer's instructions and documentation of testing must be maintained for licensing to review.
Does integrated pest management have to be an outside company?	The integrated pest management program does not have to be from an outside company.
Can providers use disinfectant spray and Clorox wipes after toy use?	Disinfectant spray and Clorox wipes can be used. Items must be cleaned and sanitized or disinfected immediately or prior to another child's use if exposed to bodily fluids, such as saliva. Please ensure toys are dry after cleaning and sanitizing or disinfecting before allowing a child to handle.
Can a provider's family member smoke outside of my home while children are in care?	Smoking is prohibited in all outdoor areas, including on field trips, while children are in care. Smoking may occur in outdoor areas that are not included in the licensed space used by the children.
Can water sprinklers be used for summer water play?	Yes, water sprinklers can be used. Note that constant and active supervision is required when any child is around water.
Can a wading pool be used if it is filled with water from a pool that is maintained by using chlorine or other suitable chemicals, as long as it is dumped out every day?	No, all pools used by children, where their bodies/bottoms are emerged in the water require sanitation and a filtration system.
Are water tables okay to use?	Water tables can be used for water play. However, the children's bodies and bottoms cannot be in the water. It cannot be used as a wade pool; wade pools are prohibited.

Does the documentation for alternate sleep position need to be from the parent, physician or both?	The documentation for alternate sleep position must be from the child's physician.
Can crib mobiles be used for infants who cannot roll over or sit up in cribs?	Hanging mobiles are prohibited for all infant cribs regardless of the infant age and/or development.
Can a light blanket be used for infants when sleeping?	Upon further review, it has been determined that a light receiving blanket would not be acceptable in accordance with safe sleep practices. Providers are encouraged to work with parents in providing comfortable clothing for napping/sleeping. Additionally the provider must maintain a comfortable temperature in the room.
Is a written sleep plan required for each child or just the children with special needs?	A safe sleep plan must be written to include general sleeping practices and arrangements for all of the children in care. If the provider cares for infants the plan must also include safe crib sleeping practices.
Are candles prohibited?	Yes, Candles are considered a hazard and must not be used while children are in care.
What type of training is acceptable to meet the medical training requirement for large family child care employees?	Training provided by the health department, the child's physician/nurse, or the parent who has been trained by a physician are all acceptable options for meeting this requirement.

8 Children's Records

Is an additional attendance sheet required if the provider already has a parent sign in and out sheet?	If the parent sign in and out sheet includes all of the required elements for the daily attendance record (date, child's name, arrival time, departure time, notes regarding any absences, etc...) then one document will suffice. However if the sign in and out sheet does not include all required elements a separate log would have to be maintained.
As it relates to the new requirement to call parents when the child is not present at the program an hour after the child's normal arrival time; what approach can providers use if a child arrives at various times on a regular basis?	The Department recommends establishing a policy requiring the parent to notify the home provider by a certain time if the child will be absent for that day. Setting a cutoff time that parent's must adhere to will cover children with various arrival times. For example if the cutoff time to call is set for 9AM and by 10AM a child is not there and the parent hasn't called; then at that point the provider would be required to call the parent.
Can providers use text messages to the parent to meet the new 1hour contact requirement?	Yes. Providers can use a variety of different methods to contact the parent/emergency contacts; such as by phone call, text message, email, mobile communication app, etc. All attempts must be documented.

What if the provider is unable to reach a parent by phone or text?	The provider must attempt to contact the child's emergency contacts listed on the enrollment form. Document each attempt. If the list has been exhausted and the provider still has not reached anyone the provider is done at that point.
What if parents do not want to sign children in and out?	It is the responsibility of the provider to ensure the log includes the child's in and out time and all of the other components required. The parent signature is not a required component for the purposes of licensure.
Can providers use an electronic software for the attendance?	Yes. However, providers must be capable of accessing/maintaining attendance records even during an emergency where there is no electricity.
Are providers held liable if they forget to call the parent within the hour if something happens to that child?	The Department cannot provide legal advice, recommend addressing with provider's legal counsel.
Why do providers have to contact parents when the child is absent? Family child care providers have other children and are the sole caregiver in many cases and do not have the time to continue to call parents.	The standard on attendance is an effort to ensure the health and safety of children by preventing tragic situations, that have occurred across the state, where children are left in vehicles by providers and parents, and situations where children are being dropped off and walking away from bus stops or designated pick up locations without child care personnel's knowledge or follow-up on the whereabouts of the child.