

Dear Colleague:



Division of Child Care Services Website

Greetings of the New Year!

We work hard to post information to our website. When disasters happen or issues concerning children's safety are in the news, the Division of Child Care Services tries to act in real time to post information on issues we believe you may be experiencing. We offer this as a tool for your use in addition to the help you can receive by contacting the Division's regional office staff. Please visit the Child Care Website at: <http://www.ocfs.state.ny.us/main/childcare>.



EDUCATIONAL INCENTIVE PROGRAM
REMINDER

Recognizing that a well-trained workforce is critical to achieving high quality child care across New York State, The Office of Children and Family Services (OCFS) is announcing that **on June 1, 2013, all training funded through the Educational Incentive Program (EIP) will require that trainers have received or are in the process of receiving The New York State Early Learning Trainer Credential (NYSELTC) or are an approved Verified Trainer or Content Specialist Trainer.** Having the title of New York State Early Learning Credentialed Trainer, Verified Trainer or Content Specialist Trainer means that the trainer is an "endorsed" trainer. Endorsed trainers are eligible for EIP because their qualifications have been screened as meeting the standard set to provide professional development to child care providers and early educators statewide. In addition, any trainer in the process of receiving the New York State Early Learning Trainer Credential by June 1, 2013 will be eligible for EIP funding through the end of 2013.

If you are a provider who is not seeking EIP funding, there are presently no changes in how you may obtain training that counts toward the 30-hour regulatory training requirement, although we hope that you will seek out endorsed trainers since you will know that they have met the standards of being a high-quality trainer. But, if you are applying for an EIP scholarship, then as of June 1, 2013, you must seek out an endorsed trainer or a trainer in the process of becoming endorsed as a New York State Early Learning Credentialed Trainer. If you currently provide training to child care staff and are interested in becoming a credentialed trainer, or if you hire persons to train your staff and want to learn more about the credentialing process, then visit the following Website:

<http://nyworksforchildren.org/FindPD/Trainers.aspx>.



New E-Learning Training Opportunity:
Early Intervention

OCFS has completed two new approved E-Learning courses titled: *Early Intervention and Family Engagement*. The training modules are 1.5 hours long and can be accessed on-line at:

http://ecetp.pdp.albany.edu/elearn_catalog.shtm .



**Child and Adult Care Food Program
(CACFP)**

Recently, you received a brochure in the mail from the New York State Department of Health concerning the Child and Adult Care Food Program (CACFP). The brochure lets you know that CACFP pays for meals and snacks served to children up to age 13 enrolled in child care programs. **Most child care programs are eligible - and the program is free.** If you didn't get the brochure and want to learn more, you can visit the website at www.health.ny.gov/CACFP or call the toll free number at 1 (800)942-3858. Good Nutrition Pays!



Reporting Child Abuse and Maltreatment

As a mandated reporter, you and your staff must report any suspicion of abuse and maltreatment to the State Central Register of Child Abuse and Maltreatment. If and when you call to report a suspicion, you will want to call the mandated reporter phone line. This is a confidential phone number separate from the public hotline number; it's just for mandated reporters. As a mandated caller, your call will be prioritized. Do not share this phone number with parents or other non-mandated persons. The mandated phone number is: **1(800) 635-1522.**



Walking Aids

Taking children for walks is great exercise and a wonderful learning experience. In addition to physical exercise, children learn to stay together as a group, listen to direction and notice the environment around them. Some programs use aids such as a walking rope to assist in keeping children together along the way. Walking ropes generally have handles for children to grasp and a large loop handle at each end for teachers. While these ropes can be helpful, they can also mislead a teacher into thinking the rope will keep children together. A child may drop the loop and head for the street anyway. We caution teachers not to be reliant on this tool to maintain safety and to remember that when they are pulling the rope looking forward, they are unable to supervise the children behind them. In addition, walking ropes should not be altered to fasten a child's hand to the rope. When secured to the rope, the pace at which a child walks is controlled by the teacher pulling the walking aid or by the pace of the child in front of him/her. If one child falls, many may fall. So be vigilant and careful out there!



Health and Safety Training for the Third Shift

As you know, a provider may only work two shifts in a 24-hour period. A shift is considered 8-10 hours long. If the provider plans to offer a third shift of care, he or she cannot be the main caregiver. While operating a third shift of care is doable with Office approval, the main caregiver for that third shift must be Office approved, and must

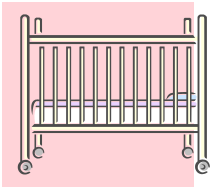
have completed mandated health and safety training, Cardio Pulmonary Resuscitation (CPR) and first aid training. For more information on third shift approval, contact your licenser or registrar.



Winter Reminder Snow and Ice Removal

With the winter season here, we remind you to keep primary and alternate means of egress pathways clear of snow and ice. Remember, this is your escape route in an emergency and keeping it clear will keep you and the children in your care safe.

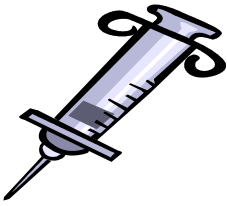
REMINDER: December 28, 2012 Effective Date for: Consumer Product Safety Commission (CPSC) Crib Compliance



On **December 28, 2012**, any crib provided by a child care program must meet new and improved federal safety standards. The new standards address deadly hazards previously seen with traditional drop-side rails, requiring more durable hardware and parts and mandating more rigorous testing. For more information, visit *The Guide to the New Crib Standards* at: <http://www.cpsc.gov/cpscpub/pubs/5023.pdf>. The US Consumer Product Commission has also posted a document that answers questions about how to determine whether a particular crib is compliant with the applicable CPSC standard, as well as what documentation would be acceptable to CPSC to demonstrate compliance. You can view the entire document at: <http://www.cpsc.gov/info/cribs/cribenforce.html>. For your convenience, part of the CPSC document addressing how to determine if a crib is compliant is pasted below:

- *Determine the manufacture date based on the tracking label on the crib or the registration form supplied. For purposes of enforcing in child care facilities and family child care homes, we will presume that cribs manufactured on or after June 28, 2011 comply.*
 - *If the tracking label or registration form on the crib indicates that the crib was **manufactured after June 28, 2011**, no additional documentation is necessary to determine compliance with 16 C.F.R. part 1219 or 16 C.F.R. part 1220.*
 - *If the crib was **manufactured prior to June 28, 2011**, a Children's Product Certificate (CPC) or test report from a CPSC-accepted third party lab is the preferred way to demonstrate compliance with 16 C.F.R. part 1219 or 16 C.F.R. part 1220. While manufacturers, importers, and retailers are not required to supply CPCs or test reports to consumers, many will provide these documents to consumers upon request, or they post them on their websites.*
- *If the crib **does not have a tracking label or registration form** affixed to it:*
 - *If the crib was **purchased prior to June 28, 2011**, and does not have a tracking label or registration form, it is unlikely that it has been certified as being compliant with current CPSC crib standards. However, consumers may contact the manufacturer or retailer to determine which, if any, standard to which the crib has been certified.*
 - *If the crib was **purchased after June 28, 2011**, and it does not have a tracking label or registration form, contact the CPSC's Office of Compliance and Field Operations at jjirgl@cpsc.gov. Compliance staff will use this information when following up with the manufacturer or importer.*
- *Receipts alone are not an indicator of compliance and should only be used to support the documents identified above when determining compliance*

The Division has been receiving calls from providers asking if play yards (play pens) may still be used for sleeping purposes or are they prohibited. **There have been no changes in regulation concerning the use of play yards or play pens.**



**Requirement to
Post Influenza Educational Material**

To ensure that families receive information on influenza and the benefits of influenza immunizations, schools and child-care settings are now required to post influenza educational material in plain view within their facilities. **Information should be posted starting now. A copy of this information is in this mailing.** Influenza season begins in early fall and can last through May.

This requirement is in response to an amendment to New York State Public Health Law (PHL) section §613. To view amended PHL §613 in its entirety, visit: www.health.ny.gov/prevention/immunization/recommended_vaccinations.htm.



**IMPORTANT UPDATE:
THIRD RENEWAL PERIOD FOR MEDICATION ADMINISTRANTS IS
APPROACHING**

Many Medication Administrants are approaching their third renewal period. To ensure that providers administering medications in child day care settings continue to follow proper administration techniques, **Medication Administrants who have renewed using the online renewal test for two consecutive renewals must complete additional skills competencies.** Medication Administrants will be able to complete the online renewal test, however, a certificate will not be issued at that time. The successful candidate will receive a notice of successful completion of the test with instructions to complete the three skills competencies – Liquid Measure, Randomized Skills Competency and use of the epinephrine auto-injector (EpiPen®) with an approved MAT Trainer who will issue a new MAT Certificate. The Medication Administrant will be eligible for the MAT Rebate which is up to \$70.00 for the skills competency testing required for the 3rd renewal. Classroom and Independent Study MAT classes remain a renewal option. If you have any questions regarding the MAT Certification 3rd Renewal Process, please email mat@albany.edu or call the MAT Program at (800) 295-9616.

I hope this information has been helpful. Best wishes for a happy and productive new year.

Sincerely,

Janice M. Molnar, Ph.D.
Deputy Commissioner
Division of Child Care Services

Si necesita leer esta carta en español, visite el portal de la División de Servicios de Cuidado Infantil en <http://www.ocfs.state.ny.us/main/childcare/letters.asp>. Si no tiene acceso a la Red o Internet, contacte al encargado de licencias o registros para recibir ayuda.