



CDSS

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Community Care Licensing Division

CHILD CARE UPDATE

SUMMER 2013

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TO THE CHILD CARE COMMUNITY

Child Care Program Mission:

The Child Care Licensing Program licenses and monitors Family Child Care Homes (FCCH) and Child Care Centers (CCC) in an effort to ensure that they provide a safe and healthy environment for children who are in day care.

In keeping the child care community informed about licensing programs and requirements and services, the Updates continue to be an

important method for sharing information. We appreciate your support in sharing these Updates with those in your organization and others interested in child care issues. You may find the topic of your choice in each Update by clicking on the link provided in the “Inside This Issue” and “Extra! Extra! Headings” table on the left side of this page. Click on the underlined feature and you will be taken to that area of the Update.

LICENSING MANAGEMENT INFORMATION

We want to wish Brian Barnett, Regional Manager of the Fresno Child Care Regional Office, a happy retirement after completing 38 years of state service! He began his career working with the Department of Vocational Rehabilitation for 11 years. Brian has worked for the Community Care Licensing Division for over 27 years. He worked as a Licensing Program Analyst in both the residential and child care programs in Southern California. He promoted to a Licensing Program Supervisor in the Senior Care Program and in 2004 relocated to

become the Regional Manager of the Fresno Child Care Regional Office. Brian has been an excellent manager. His dedication and strong passion for protecting clients in care will be remembered. We will miss Brian, but we are very happy for him as he is looking forward to more time to devote to golf. Congratulations Brian!



Extra! Extra! Headings.....

- [Helpful Resources](#)
- [Summer Precautions](#)
- [Updates](#)

LICENSING REQUIREMENTS

To learn more, read [Health and Safety Code Sections 1596.852, 1596.853, and 1596.8535](#); and [California Code of Regulations, Sections 101200 \(Child Care Centers\) and 102391 \(Family Child Care Homes\)](#).



INSPECTION AUTHORITY

It is imperative that *all personnel* are knowledgeable of and understand the laws regarding the California Department of Social Services inspection authority.

Any duly authorized officer, employee, or agent of the Department may, upon presentation of proper identification, enter and inspect any place providing personal care, supervision, and services at any time, with or without advance notice, to secure compliance with, or to prevent a violation of, this act or the regulations adopted by the Department pursuant to the act, in accordance with Health and Safety Code, Section 1596.852.

The inspection authority includes, but is not limited to:

- Investigating complaints of unlicensed care
- Interviewing staff and children
- Observing the physical condition of children in care
- Auditing and copying facility records

During inspections, areas that are deemed off limits on a facility sketch are not generally inspected. However, when children are present or suspected to be in an area designated as “off limits,” inspection of these areas are necessary and permitted in order to determine the adequacy of care and supervision. If an off limits area contains any item(s) that is to be inspected by the Department such as: firearms, ammunition, medication, toxins, etc., then the area is no longer off limits.

SELF EVALUATION

Licensees are required to meet all licensing laws and regulations. It is critical to the health and safety of children in CCCs and FCCHs that licensees routinely review their facilities and homes to ensure that all licensing requirements are met. To assist with your review, Community Care Licensing has identified the most serious licensing requirements which, if not met, could jeopardize the health and safety of children in your care. If your review is done on a regular basis, it could prevent some of the most serious violations from occurring. Click on “[Self Evaluation](#)” for tips to assist your facility in meeting licensing requirements.

CHILD CARE PROGRAM

KNOW YOUR APPEAL RIGHTS

Here are some helpful hints for licensees working through the appeal process once a citation has been issued.

Some of the Licensees Responsibilities.....

- Notify the licensing agency in writing and within 10 business days after service of the citation you are appealing
- Review the Complaint Investigation Form
- Start and complete all Plan of Corrections (POCs) by the due date stated on the complaint

How to Appeal.....

Level I—A licensee may file an appeal with the Licensing Program Manager (LPM) within 10 working days from the date the report or penalty assessment notice is received. The LPMs contact information is on the licensing report.

Level II—A second level appeal can be made to the Regional Manager (RM) if the licensee disagrees with the decision made by the LPM. The request must be made in writing after receiving the written decision from the LPM.

Level III—A third level appeal must be made to the Assistant Program Administrator (APA) if you disagree with the decision the RM made. The request for review must be made in writing after you receive the decision made by the RM.

Level IV—If you disagree with the decision the APA made, you can request a review of your appeal by the Program Administrator (PA) of Community Care Licensing Division, Child Care Program.

All appeals will be responded to in writing. Click here ([LIC 9058](#)) for detailed instructions on how to complete the appeal process.

[California Health and Safety Code](#), Section 1596.893(c) states, “If a licensee disagrees with a citation or proposed assessment of a civil penalty, the facility shall, within 10 business days after service of the citation, notify the licensing agency in writing of a request for an informal conference. At the conclusion of the conference, the licensing agency may affirm, modify, or dismiss the citation or proposed penalty. The agency shall state in writing the reasons for any action taken in the informal conference.”

GENERAL HEALTH AND SAFETY INFORMATION

[California Code of Regulations](#) (CCR), Title 22, Child Care Centers, Section 101428(b)(1),

“The infant shall be kept clean and dry at all times. The infant care center shall ensure that the infant has sufficient changes of clothing and diapers so that his/her clothing and diapers can be clean and dry at all times. Each infant’s clothing and diapers shall be changed as often as necessary to ensure that the infant is clean and dry at all times.”



DIAPER RASH

Most babies experience diaper rash, and for the most part the rash is not serious.

What is diaper rash? Diaper rash is any rash that develops within the diaper area. Children with a mild case of diaper rash experience red skin. In more severe cases, there may be painful open sores. The red skin and sores are normally found around the groin and inside the folds of the upper thighs and buttocks.

What are some of the causes of diaper rash?

- Too much moisture
- Chafing or rubbing
- Urine, stools or both touch the skin for long periods of time
- Yeast infection
- Bacterial infection
- Allergic reaction to diaper material

When skin stays wet too long, it starts to break down. When the skin is rubbed, it also damages more easily. Moisture from a soiled diaper can harm a baby’s skin and make it more prone to chafing. When this happens, a diaper rash may develop.

Babies often experience diaper rash between four and 15 months of age. Diaper rash occurs more often when:

- Babies get older
- Babies are not kept clean and dry
- Babies have frequent stools
- Babies begin to eat solid foods
- Babies are taking antibiotics

Per [healthfinder.com](#), diaper rash can be avoided by not using products that contain alcohol or fragrances since these can irritate skin. Instead of using wipes, try the following:

- Use a small squeeze water bottle with warm water to clean the bottom and pat dry with a soft, clean disposable towel
- Try to expose the skin to air whenever possible
- Change the diaper frequently to ensure the skin is clean and dry
- Give an oatmeal bath or soak to help soothe the skin and ease the child’s discomfort

If the child’s skin does not improve within two to three days they may have a yeast rash and the parent may want to take the child to a pediatrician.

Did you know that annual immunization reporting to California Department of Public Health is required by Law?



IMMUNIZATION REQUIREMENTS

One of the best ways to protect children is to make sure they have all of their vaccinations. In an effort to prevent the spread of serious vaccine preventable diseases, the parent or authorized representative is required to show proof that the child has received the age-appropriate vaccinations or an exemption. California Department of Public Health (CDPH) requires every facility to record each enrollee's immunizations on the California School Immunization Record, obtainable free of charge from your [local health department](#).

Child care facilities are also required by law to report annually the immunization status of child care enrollees at:

www.shotsforschool.org by **October 1st**. You will receive immunization reporting instructions from your local health department by September when the reporting website opens.



For information on [CDPH](#) requirements regarding immunization reporting click on the link above.

To learn more about California licensing requirements review the [California Code of Regulations, Title 22](#), Sections 101220.1 and 102418, and the [California Health and Safety Code](#), Section 120375.



SUPPORTING THE BREAST FEEDING MOTHER

According to [California Civil Code](#) Section 43.3, “Notwithstanding any other provision of law, a mother may breastfeed her child in any location, public or private, except the private home or residence of another, where the mother and the child are otherwise authorized to be present.”

The following best practices are ways you can support the breastfeeding moms and babies in your child care facility:

Educate your staff:

- Teach teachers and assistants about breast milk storage and refrigeration, and about the importance of using the breast milk that mothers bring in for their babies.
- Train your staff on the different practices of breastfeeding.
- Establish policies and procedures relating to breastfeeding.

Create an ideal environment to pump or nurse:

- If you are short on space, consider converting an unused corner or closet into a breastfeeding/pumping station that is clean, private, and comfortable.

- Do not use a bathroom.

All you need is:

- A relaxing chair
- A small table for her pump and bottle supplies
- An electrical outlet (for electric breast pumps)
- A privacy barrier (a door, curtain, or room divider)

Some additional items can be:

- Soothing music or lullabies
- Educational material (lactation information)
- Reassure nursing mothers they are welcome to breastfeed

Do not throw away breast milk before talking to the mother. When a mother pumps her milk, it becomes very important to her and her baby. It is completely normal for breast milk to:

- Look slightly blue, yellow, or brown when refrigerated or frozen
- Separate into a creamy-looking layer and a lighter, more milk-like layer

All of that is OK — and no reason to pour breast milk down the drain. (It is recommended that the provider give the unused breast milk back to the mother or authorized representative at the end of each day).

Take A Look!

Feel free to review previous Child Care Updates for information regarding Injury Prevention and Reporting:

[Spring 2009](#) and
[Fall 2010](#)

Be aware.

Be a good example.

Be safe.

**AND remember
there is no
substitute for
Visual Supervision**



INJURY PREVENTION

Supervise:

Licensing regulations require that licensees provide care and supervision to every child. Visual supervision is the key to preventing injuries. A supervising adult must closely supervise children while playing or swimming by keeping eyes on the children at all times. Injuries take an enormous financial, emotional, and social toll on children and families.

Keep them safe:

Keeping the children in your care safe is important all year long; however, additional risks are increased during the summer months because of pools and other water-related activities. Extra supervision is important when children play near water - not just around pools and hot tubs, but also near buckets, wading pools, and toilets.

For CCCs, at least one adult who has a valid water safety certification on file at the facility must be

present during water activities and when in or near bodies of water.

Prevent:

Since preventable injury is the number one killer of children in the United States, let's try to remember these useful tips to keep children safe:

- Educate children about risks
- Demonstrate proper use of safety devices
- Never leave a child in a car without adult supervision
- Keep medicines and other dangerous materials out of reach
- Take measures to prevent toddlers from falling down stairs and out of windows through the use of barricades, etc.
- Demonstrate proper use of helmets, booster seats, and car seats

EXTRA! EXTRA! READ ALL ABOUT IT

HELPFUL RESOURCES

Nutrition

Research shows that good nutrition is important to the development of cognitive abilities in the preschool years and that participation in the [Child Care Food Program \(CACFP\)](#) is a major factor influencing quality child care.

CACFP plays a vital role in improving the quality of day care for children and elderly adults by making child care more affordable for many low-income families.

Through CACFP, more than 3.3 million children and 120,000 adults receive nutritious meals and snacks each day as part of the day care they receive.

See how CACFP can make a difference in the quality of your program! Whether you are a provider in your home, at a day care center, in an afterschool care program, or in an emergency shelter, you will find many useful resources for serving nutritious meals and snacks.

Helpful Nutritional Daily Tips from Choose My Plate, from USDA



For Your Information

- **Diaper Banks**—many communities are responding to the growing need for [Diaper Banks](#). Diaper Banks serve communities by providing diapers to infants and toddlers in need. Click on the link to learn more about Diaper Banks and how to start a diaper bank to aid individuals during emergency situations and/or to locate and pick up diapers in your area.
- **Baby Talk**—Subscribe to Baby Talk today—Baby Talk is a free, one-way listserv that is distributed monthly. Each issue features resources for providers and parents that are high quality, readily available, and free. To join the listserv send an email **with no message** to subscribe-babytalk@listserv.unc.edu.

We hope you find the new Resource addition helpful

QUICK RESOURCE LINKS:

Useful Ideas and Guides:

- [10 Steps to Breastfeeding Friendly Child Care](#)
- [Center Child Care Tips: Breast Milk](#)
- [How to Support a Breastfeeding Mother: A Guide for Child Care Centers](#)
- [Shortage of TB Vaccines](#)
- [Food Bank Programs](#)

Review time!

Select a link to [previous summer Child Care Updates](#):

[Summer 2012](#)

- Help Keep Children Safe
- Summer Swimming Tips

[Summer 2011](#)

- Heat and Sun Protection
- Information regarding artificial turf

[Summer 2010](#)

- Choosing and Evaluating a Pest Control Contractor
- Center for Disease Control Pool Inspection Findings
- Protection From The Sun

Enjoy your summer fun!

SUMMER PRECAUTIONS**Did you know the effects of swallowing pool water?**

From the [United States Department of Health and Human Services](#):

People are not the only creatures in a swimming pool. Swimmers might introduce germs into the water. Chlorine and other disinfectants kill most germs within minutes, not instantly. If you swallow pool water you risk swallowing germs that can cause waterborne diseases, which is especially a problem for children. At the [Centers for Disease Control and Prevention](#) (CDCP), “Studies show that young children tend to drink more water while swimming than adults. Because they drink more water, they are more likely to get sick.”

CDCP advises caregivers to help protect kids by encouraging them to keep water out of their mouths. They can help to protect other kids by giving kids a pre-swim wash, not letting them swim with diarrhea, and taking children for restroom breaks every 60 minutes or checking diapers every 30 to 60 minutes.

Take time to practice pool safety

No matter how safe you feel a child is around a body of water, adding as many proven safety steps as possible is the best system

because you can never know which one might save a child’s life until it does.

The Consumer Product Safety Commission ([CPSC](#)) website offers helpful tips, interactive educational activities and videos to teach children about swimming safely in bodies of water:

- Stay close, be alert, and watch children in and around all bodies of water
- Never leave children unattended in a body of water
- Teach children basic water safety tips
- Keep children away from pool drains, pipes, and other openings to avoid entrapments
- Have a telephone close by
- If a child is missing look for them in the body of water first
- Share safety instructions

***ALSO, Do not forget
about personal
health and safety
in extreme heat***

UPDATES

Nap Nanny Recall Update

Originally reported in our Winter 2013 Update, the U.S. Consumer Product Safety Commission (CPSC) discontinued the Nap Nanny. In cooperation with CPSC, Baby Matters Limited Liability Company (LLC) is now announcing a voluntary recall of all models of its Nap Nanny and Nap Nanny Chill infant recliners and covers. This recall is announced as part of the settlement of an administrative case filed by CPSC in December 2012

which sought a mandatory recall of the Nap Nanny and Chill products. Baby Matters LLC is no longer in business and is not accepting returns. Consumers who purchased a Nap Nanny from one of these retailers should contact the retailer for instructions on how to obtain a refund for the product.

For additional information visit the [CPSC](#) website.



Recall Information

The U.S. Consumer Product Safety Commission advises consumers to stop using recalled products immediately unless otherwise instructed. In addition, it is illegal to resell or attempt to resell a recalled consumer product.

It is the responsibility of the licensee to ensure the health and safety of all children in their care. Licensees are to follow manufacturer labels and adhere to all recall instructions provided by the CPSC. Licensees may visit the [CPSC](#) website and subscribe to receive recall alerts on consumer products.

Provider Email Blasts

A faster way to get you the information you need!

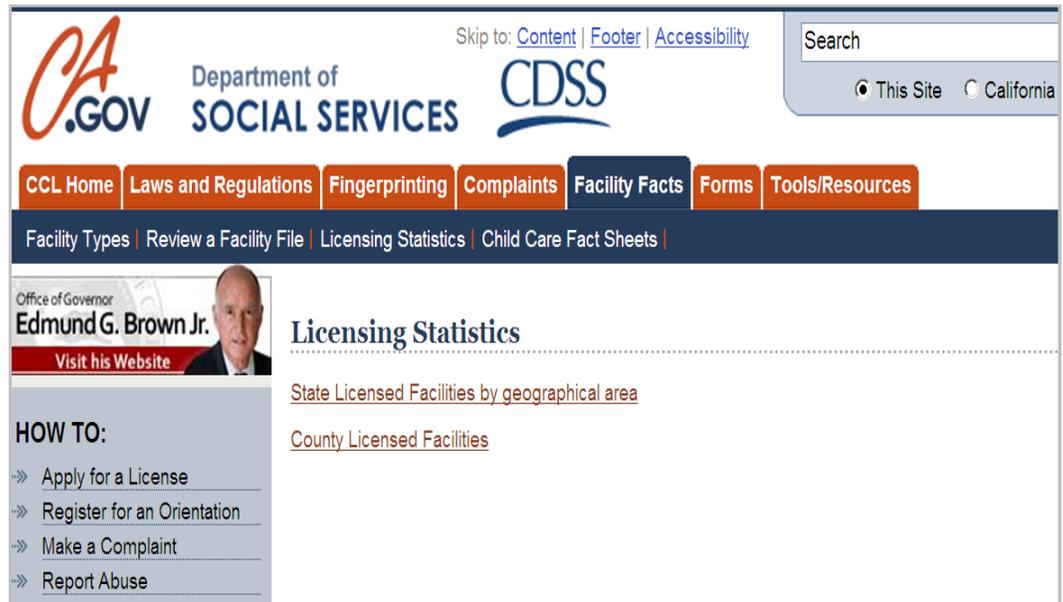
The Licensing Program Analysts (LPAs) in the Child Care Program Regional Offices will be calling licensees soon to ask that licensee's provide their email addresses if they have an email account. The CCLD will be establishing an email recipient list using these addresses to send out email news such as Information Releases, Implementation Plans for new laws, quarterly newsletters,

and other important information. Using email will allow CCLD to provide this information in a less costly and more timely way to licensees who provide an email address and who report any change to their email address to their LPA. During these calls, your LPA may also ask you about any other changes to your license in an effort to better serve you.



LICENSED CHILD CARE STATISTICS

All statistics regarding state and county licensed child care facilities can be obtained by visiting CCLD's [licensing statistics webpage](#).



The screenshot shows the CDSS website interface. At the top, there is a navigation bar with links for "Skip to: Content | Footer | Accessibility" and a search box. The main header includes the "CA.GOV" logo, "Department of SOCIAL SERVICES", and the "CDSS" logo. Below the header is a menu with buttons for "CCL Home", "Laws and Regulations", "Fingerprinting", "Complaints", "Facility Facts", "Forms", and "Tools/Resources". A secondary menu includes "Facility Types", "Review a Facility File", "Licensing Statistics", and "Child Care Fact Sheets". The main content area features a profile for "Office of Governor Edmund G. Brown Jr." with a "Visit his Website" button. The "Licensing Statistics" section includes links for "State Licensed Facilities by geographical area" and "County Licensed Facilities". A "HOW TO:" section lists: "Apply for a License", "Register for an Orientation", "Make a Complaint", and "Report Abuse".

If you have questions about items included in this Update, suggestions for future topics, or would like to be added to our mailing list, please call (916) 651-6040. You may also visit our internet website at www.cclد.ca.gov to obtain past Child Care Updates, and to learn more about child care licensing.

Sincerely,

DAVID F. DODDS
Interim Deputy Director
Community Care Licensing Division