



ECE-INSIDER

A Division of Child Care Quarterly Newsletter for
Kentucky's Early Care and Education Child Care Providers

Spring 2012

Emergency Disaster Preparedness Plan as a Kentucky Child Care Provider

The Division of Child Care's Initiative for Emergency Disaster Preparedness Plans for all of Kentucky's Child Care providers is now in place along with the 12/31/2011 effective date of the House Bill 382, codified as Kentucky Revised Statute (KRS) 199.895. <http://www.lrc.ky.gov/KRS/199-00/895.PDF>

Have you completed your Emergency Disaster Preparedness Plan as a Kentucky Child Care Provider?

If you need assistance, the Division of Child Care has a "Child Care Emergency Disaster Preparedness Plan Form" and additional supportive supplemental forms and resources titled below.

1. Division of Child Care Things to Know When Preparing for an Emergency and/or Disaster in Child Care
2. Sample Child Care Child Information Form
3. Sample Child Care Daily Attendance Record Form
4. Sample Child Care Emergency Disaster Preparedness Parent Information Form for Reunification
5. Sample Child Care Evacuation Response Checklist Form
6. Sample Child Care Emergency Disaster Roster Sign-Out Form
7. Sample Child Care Fire Drill Form
8. Sample Child Care Earthquake and Tornado Drill Form
9. Sample Child Care Bomb Threat Information Form
10. Sample Child Care Emergency Disaster Preparedness Provider Statement
11. Child Care Emergency Disaster Preparedness Planning Checklist

These forms and documents can be found at the website <http://chfs.ky.gov/dcbs/cc/Information+for+Providers.htm> under the "Technical Assistance" header, by clicking the "Emergency Disaster Preparedness Documents for Child Care Providers."

Please note these forms are optional suggested best practice resources for meeting the requirements of this new law. The forms have been piloted with child care providers to enhance their usefulness for child care providers.

Please watch our website for an up and coming technical assistance presentation on **Emergency Disaster Preparedness Plans for Kentucky Child Care Providers**. Further questions regarding the forthcoming regulatory requirements should be directed to Michelle DeJohn at (502) 564-2524 or MichelleL.DeJohn@ky.gov.



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REMINDER : Child Care Providers Guide to New Crib Standards

Beginning **Dec. 28, 2012**, any crib provided by child care facilities and family child care homes must meet new and improved federal safety standards. The new standards take effect for manufacturers, retailers, importers and distributors on **June 28, 2011**, addressing deadly hazards previously seen with traditional drop-side rails, requiring more durable hardware and parts and mandating more rigorous testing.

What You Should Know

- This is more than a drop-side issue. Immobilizing your current crib will not make it compliant.
- You cannot determine compliance by looking at the product.
- The new standards apply to all full-size and non full-size cribs, including wood and metal cribs.
- If you purchase a crib prior to the **June 28, 2011**, effective date and you are unsure it meets the new federal standard, CPSC recommends that you verify the crib meets the standard by asking for proof.
- Ask the manufacturer, retailer, importer or distributor to show a Certificate of Compliance. The document must:
 - ◆ Describe the product
 - ◆ Give name, full mailing address and telephone number for importer or domestic manufacturer
 - ◆ Identify the rule for which it complies 16 CFR 1219 or 1220
 - ◆ Give name, full mailing address, e-mail address and telephone number for the records keeper and location of testing lab
 - ◆ Give date and location of manufacture and testing
- The crib must also have a label attached with the date of manufacture.

What You Should Do

- All child care facilities, family child care homes and places of public accommodation:
 - Must prepare to replace their current cribs with new, compliant cribs before **Dec. 28, 2012**.
 - Should not resell, donate or give away a crib that does not meet the new crib standards.
- Dispose of older, noncompliant cribs in a manner that the cribs cannot be reassembled and used.
- Noncompliant cribs should not be resold through online auction sites or donated to local thrift stores. CPSC recommends disassembling the crib before discarding it.
- Keep replaced cribs Certificate of Compliance documentation on file.
- Please contact the Division of Regulated Child Care at (502) 564-7962 for further regulatory questions



Kentucky Cabinet for Health and Family Services
Department for Community Based Services-Division of Child Care
Printed with allocations from the Child Care Development Fund (4/11)

Did you know all credentialed trainers who train *Orientation for Early Care and Education Professionals* must complete a training of trainers workshop to be eligible to conduct the *Orientation* training for new child care staff ?

If you would like to verify that a particular trainer has completed this course follow these simple steps:

1. Log on <https://tris.eku.edu/ece>
2. Click "yes" under Orientation Trainer Only
3. Select an ADD (Area Development District) if desired
4. Click Submit
5. This should generate a list of the credentialed trainers in a given ADD or across the state that are eligible to train Orientation for Early Care and Education Professionals.

Effective June 30, 2010, the revised *Orientation* materials must be used. All licensed and certified child care programs had previously been notified of this change; however this serves as a reminder.

If you have any questions about this requirement, please e-mail: christine.hausman@uky.edu

If you currently hold an Early Care and Education Trainer's Credential and are interested in training *Orientation for Early Care and Education Professionals*, the next session of *Introduction to Orientation for Early Care and Education Professionals* is scheduled for **Wednesday, March 28** in Elizabethtown from 9:00 a.m.-3:00 p.m. (local time) at the Holiday Inn Express. Three clock hours of Adult Learning/Effective Training Design will be awarded upon completion of this workshop.

You may register at: <http://www.kentuckypartnership.org/Registration>
Registration is now open through March 18, 11:00 p.m.

If you have any registration questions, please e-mail: brandon.cannada@uky.edu



Pediatric Abusive Head Trauma for Child Care Providers

The Division of Child Care would like to clarify who is qualified to offer training on Pediatric Abusive Head Trauma for Child Care Providers. As we previously mentioned in the ECE-Insider, House Bill 285 is now requiring that all child care professionals receive 1.5 clock hours of training on Pediatric Abusive Head Trauma every five years. Early Care and Education Professionals must receive their first 1.5-hour training by the end of December 2013. This means that all providers working with young children from birth to afterschool care will need to start seeking training on this topic. Only trainers who have attended the Training of Trainers by the Cabinet on Pediatric Abusive Head Trauma for Child Care will be able to offer training that meets the requirements of House Bill 285. Only the Cabinet-approved curriculum and certificates offered by this approved group of trainers will count towards this requirement. These trainers will offer trainings that start at 1.5 hours, but they may offer longer trainings as well. All of the training hours go towards your annual requirement of 15 clock hours. Trainers who have been approved to train nurses or social workers are not automatically approved to train child care providers. If you are interested in contacting one of the Cabinet-approved trainers about presenting this training to your staff, you can find their contact information on the ECE-TRIS website at <https://tris.eku.edu/ece/>.

The Division of Child Care will be hosting another Training of Trainers on the Pediatric Abusive Head Trauma for Child Care curriculum. This TOT is open to Kentucky Credentialed Trainers who have a medical background (MD, RN, EMT, etc.) or who have a background in social work/abuse detection and prevention. Taking this TOT will only allow you to train child care providers (not RNs, Social Workers, or the other fields required to have the PAHT training). The training will be in Lexington at the Child Care Council on Wednesday, March 28, from 9 a.m. to 3:45 p.m. with an hour lunch break. You must attend the entire training in order to be qualified to teach the PAHT curriculum. There is no cost for the training, and the curriculum will be provided to you at the training event. You will be required to use the Cabinet-approved curriculum when teaching this training in order for the training to meet the requirements for House Bill 285. Participants will receive 1.5 hours of Adult Learning Training Credit for completion of this course. No CEU's will be awarded for this training.

If you are interested in participating in this Training of Trainers, please send your resume to Sarah.Vanover@ky.gov. You will be notified if your education and experience meet the requirements for the Training of Trainers.



FREE
Early Care and Education
Training Records Information
System
(ECE-TRIS)
Web Based Training
for
Credentialed Trainers

A new Web-Based Training (WBT) on ECE-TRIS Best Practices for Trainers and Training Agencies is now available. After completion of the training Kentucky Early Care and Education Credentialed Trainers will have access to enter their training data into ECE-TRIS.

ECE-TRIS has developed a two-part training on ECE-TRIS Best Practices (WBT) and Data Entry (face-to-face, webinar or phone training). This training will also be used with trainers and agencies who offer early care and education training and want to utilize ECE-TRIS for tracking their activity and other features.

The Web-Based Training is the first training for access to enter training data into ECE-TRIS. Credentialed trainers will also receive one **free** early care and education clock hour for completing the session and scoring 80 percent or higher on the assessment. This is your opportunity to take advantage of this free one training and share your valuable feedback.

We have provided below the link to the training and login instructions. We are asking you to please complete the WBT and provide feedback to ECE-TRIS with the completion of the required evaluation that is part of the training module. Your feedback will guide us as we plan for implementation with all Kentucky Credentialed Trainers. To access this training :

Log in using your ECE-TRIS username and password to :

<https://www.training.eku.edu/ECETRISWBT/default.aspx>

Credit for this training will automatically appear in ECE-TRIS upon completion. If you have any problems with log in or questions about the training, please do not hesitate to contact ECE-TRIS.

Early Care and Education Training Records Information System
Eastern Kentucky University
229 Mattox Hall, 521 Lancaster Ave.
Richmond, KY 40475
Phone: (859) 622-8811
<https://tris.eku.edu/ece>

STARS for KIDS NOW Notes

* Updated additional notes of clarification are available for the ECERS-R, ITERS-R and FCCERS-R. Please visit www.ersi.info for more information.

Program Award Payments:

* STARS Program award payments are made during a program's anniversary month on an annual basis. All awards will be issued together in one payment from the Kentucky State Treasurer and separate remittance forms will be mailed to you showing your awards and a breakdown of their calculation.

* Programs who are entering STARS for the first time, generally receive their award payments in 30 days or less from the time of their approval. All payments will be sent separately from STARS certificates or any other forms.

If you have any questions, please feel free to contact Kim Hammons in the Division of Child Care at (502) 564-2524.



Child Care Assistance Program (CCAP) News

Daily attendance records for children in child care are the primary mechanism for attendance verification in the Child Care Assistance Program (CCAP). Child care programs are required by 922 KAR 2:160 to maintain sign in sheets with daily arrival and departure times for each child. These records must be kept for five (5) years.

Payments requested for reimbursement for child care services must be verified through daily attendance records. Maintaining accurate records is both a requirement for the program, and a providers best defense should the center receive an audit. If written daily records are not maintained, the Cabinet may have to suspend payments or recover overpayments.

The Division of Child Care recommends each provider review their current policy/procedures for attendance records to ensure their protection during an audit. Are the daily initials/signatures legible enough should the Cabinet need to contact the individual for questions about attendance? Are the parents or legal caregivers providing some sort of verification or signature on a regular basis (at least once a week) indicating the child actually attended the center for the days billed?

To minimize any errors and consequential repayment of CCAP benefits, please consult the daily attendance records when completing the Provider Billing Forms (PBF) to ensure the days being billed are accurate. A sample attendance record is attached for your use. This form is only provided for your convenience, and at this time, is not a requirement of the Child Care Assistance Program.

The Division of Child Care appreciates your help in maintaining the integrity of the Child Care Assistance Program while ensuring the dollars are utilized in the most efficient manner.



Kentucky has the prescription for significantly reducing childhood obesity. It's called 5-2-1-0.

- **Five:** Eat five or more servings of fruits and vegetables each day.
- **Two:** Limit screen time to no more than two hours a day.
- **One:** Be physically active at least one hour a day.
- **Zero:** Don't drink sweetened beverages.

The campaign is designed to give parents, healthcare professionals, and day care operators a memorable way to talk about the key evidence-based behaviors that reduce childhood obesity.

Posters, brochures, coloring pages and stickers can be downloaded or ordered on the website www.chfs.ky.gov/5210



- **E AT 5 OR MORE FRUITS AND VEGETABLES**-Fresh, frozen, canned and dried fruits and vegetables all count
- **THE ORIGINAL FAST FOOD**- Wash and chop fruits and veggies so they're ready to eat.
- **PUT THEM IN SIGHT**-A bowl of fruit on the table is a great reminder to eat fruit.
- **DIP IN**-Low-fat Ranch dressing with carrots, yogurt with fruit and peanut butter with apples and celery make great snacks.
- **SHOW THEM HOW IT'S DONE**-When parents eat fruits and veggies for snacks and meals, kids



- **TWO HOURS OR LESS OF SCREENTIME** -Screen time includes TV, computers, cell phones and hand-held games. It's important to keep them all in check.
- **MORE SIT, LESS FIT**-The more screen time children engage in, the more likely they are to be overweight.
- **TURN OFF THE TV TO DEVELOP THE BRAIN**-TV and other interactive media can get in the way of exploring, playing and interacting with others.
- **BE CHOOSY**-Pick what shows you're going to watch ahead of time. Don't leave the TV on all day.
- **NOT FOR THE LITTLE ONES**-No screen time for children under two. No more than one hour for children 2-5 years old.



- **ONE HOUR OR MORE OF PHYSICAL ACTIVITY** -Play every day, any way, to keep both body and brain fit.
- **BET YOU CAN STILL KICK THAT CAN**-Teach your children the games you played as a kid.
- **IN ANY WEATHER**-Hula hoops, sponge balls and bats, and space for play can keep your family active, rain or shine.
- **NO CHILD LEFT INSIDE**-Let children play outside so they can run, jump, skip and be in nature.
- **GIFTS THAT KEEP ON GIVING**-Give gifts that promote physical activity.



- **ZERO SWEETENED BEVERAGES** -Sweet drinks pour on
- **KEEP THEM ON THE DOWN-LOW**-No other single food or beverage contributes to obesity like sweetened beverages do. This includes soda, sport drinks, pouches and energy drinks.
- **SET LIMITS ON JUICE**-Though juice contains natural sugar, it has a lot of calories and few nutrients. Dilute it with water. Choose whole fruit over juice.
- **KEEP IT HANDY. KEEP IT COLD**-Have a pitcher of water in the fridge. Bring reusable water bottles with you wherever you go. Serve water at every meal.
- **OUT TO EAT**-Choose water at restaurants to save money and calories. If you do get a sweet drink, don't get a refill.



NACCRRRA, the Centers for Disease Control and the Office of Child Care are excited to announce the

Let's Move! Child Care State Challenge

Join states who have already committed to Let's Move! Child Care by encouraging your local family child care and center providers to join the fight against childhood obesity.

States will be recognized in two categories:

- Highest percentage of licensed or legally operating child care programs that sign up as Let's Move! Child Care participants
- Largest percentage of Let's Move! programs that successfully complete the initiative's checklist quiz and action plans

Let's Move! Child Care is an effort to promote children's health by encouraging and supporting healthier physical activity and nutrition practices for children in child care. Winning states will receive national recognition including an award presentation during the 2012 Weight of the Nation conference.

With more than 20% of children between 2 and 5 years old overweight or obese, the child care community is an essential ally in the effort to prevent childhood obesity, support children's healthy development, and prevent the occurrence of later chronic disease.

Rally your local child care programs and encourage them to sign up as Let's Move! Child Care participants at www.HealthyKidsHealthyFuture.org!



The five goal areas of Let's Move! Child Care

1. Increasing physical activity
2. Reducing screen time
3. Improving food choices
4. Providing healthy beverages
5. Supporting infant feeding

#1271-0000



It's your Business.....

Child Care Regulations do not cover business requirements such as labor standards, OSHA requirements, permits, etc. The Kentucky Business One Stop Portal was created as an easy-to-use environment where Kentucky's businesses can find the requirements and tools they need to own and operate a business in Kentucky.

<http://onestop.ky.gov/Pages/default.aspx>

2012 Infant-Toddler Institute

Save the Date!

Pre-Institute: August 7th, 2012

Institute: August 8-9, 2012

Lexington, KY

Lexington Convention Center
& Hyatt Regency Lexington

Earlybird Registration Opens April 16th

2012

New for 2012

- The Infant-Toddler Institute has expanded! Two Additional sessions have been added during each timeslot: 48 sessions in all to choose from!
- *Pediatric Abusive Head Trauma for Child Care Providers* training will be offered both days. (This will meet the requirements of House Bill 285)
- Family Scholarships are available. For application information click here: <http://www.kentuckypartnership.org/InfantToddler>.
- A full-day Directors Workshop will be offered during the Pre-Institute

www.kentuckypartnership.org/InfantToddler

2012 Infant-Toddler Institute

10 tips
Nutrition
Education Series

be a healthy role model for children



10 tips for setting good examples

You are the most important influence on your child. You can do many things to help your children develop healthy eating habits for life. Offering a variety of foods helps children get the nutrients they need from every food group. They will also be more likely to try new foods and to like more foods. When children develop a taste for many types of foods, it's easier to plan family meals. Cook together, eat together, talk together, and make mealtimes a family time!

1 show by example

Eat vegetables, fruits, and whole grains with meals or as snacks. Let your child see that you like to munch on raw vegetables.

2 go food shopping together

Grocery shopping can teach your child about food and nutrition. Discuss where vegetables, fruits, grains, dairy, and protein foods come from. Let your children make healthy choices.

3 get creative in the kitchen

Cut food into fun and easy shapes with cookie cutters. Name a food your child helps make. Serve "Janie's Salad" or "Jackie's Sweet Potatoes" for dinner. Encourage your child to invent new snacks. Make your own trail mixes from dry whole-grain, low-sugar cereal and dried fruit.

4 offer the same foods for everyone

Stop being a "short-order cook" by making different dishes to please children. It's easier to plan family meals when everyone eats the same foods.

5 reward with attention, not food

Show your love with hugs and kisses. Comfort with hugs and talks. Choose not to offer sweets as rewards. It lets your child think sweets or dessert foods are better than other foods. When meals are not eaten, kids do not need "extras"—such as candy or cookies—as replacement foods.

6 focus on each other at the table

Talk about fun and happy things at mealtimes. Turn off the television. Take phone calls later. Try to make eating meals a stress-free time.



7 listen to your child

If your child says he or she is hungry, offer a small, healthy snack—even if it is not a scheduled time to eat. Offer choices. Ask "Which would you like for dinner: broccoli or cauliflower?" instead of "Do you want broccoli for dinner?"

8 limit screen time

Allow no more than 2 hours a day of screen time like TV and computer games. Get up and move during commercials to get some physical activity.

9 encourage physical activity

Make physical activity fun for the whole family. Involve your children in the planning. Walk, run, and play with your child—instead of sitting on the sidelines. Set an example by being physically active and using safety gear, like bike helmets.



10 be a good food role model

Try new foods yourself. Describe its taste, texture, and smell. Offer one new food at a time. Serve something your child likes along with the new food. Offer new foods at the beginning of a meal, when your child is very hungry. Avoid lecturing or forcing your child to eat.



Center for Nutrition
Policy and Promotion

Go to www.ChooseMyPlate.gov for more information.

DG TipSheet No. 12
June 2011
USDA is an equal opportunity
provider and employer.



The 2012 School-Age Institute
A New Day for Learning: Connecting for Kentucky's Youth
March 8-10, Ramada Plaza Hotel, Louisville

Register Now!

To register and for additional information visit www.kyccsacc.org

Kentucky Coalition for School-Age Child Care, 21st Century Community Learning Centers, and the Kentucky Out-of-School Alliance are pleased to announce the 2012 School-Age Institute. Come join us in Louisville for three days of learning focusing on before and after school programs for school-age youth.

Workshop Topics include:

- KIDS NOW Professional Development Opportunities
- A Week of Culture
- Science Exploratorium
- Hands on STEM
- Keeping Kids Moving
- "The Sirens are Blaring," a session on program Emergency Preparedness plans
- Technology Projects for Creative Youth, Making a Connection
- Transition to Middle/High School
- Math in Motion
- Early Care and Education, Training Records and Information System (ECE-TRIS) and many more!

Helpful Phone Numbers and Websites	Phone Number	Website
Division of Child Care	(502) 564-2524	http://chfs.ky.gov/dcbs/dcc/.html
Division of Regulated Child Care	(502) 564-7962	http://chfs.ky.gov/os/oig/drcc.htm
Child Care Health Consultation	(877) 281-5277	http://www.kentuckycchc.org/
Child Care Resource and Referral (CCR&R) Agencies	(877) 316-3552	http://www.kentuckypartnership.org/Info/Family/ccsearch.aspx
Quality Enhancement Initiative	(859) 257-4911	http://www.kentuckypartnership.org/General/About/gei.aspx
Training into Practice Project (TIPP)	(859) 257-1267	http://www.kentuckypartnership.org/General/About/tipp.aspx
Kentucky Department of Education Division of Early Childhood Development	(502) 564-8341	http://kidsnow.ky.gov
ECE-TRIS Early Care and Education Training Records Information System	(877) 312-TRIS (8747)	https://tris.eku.edu/ece/