

SUMMER 2018

CHILD CARE LICENSING UPDATE

Child Care Licensing Program Mission:

The core mission of the Child Care Licensing Program is to ensure the health and safety of children in care. We strive to provide preventive, protective, and quality services to children in care by ensuring that licensed facilities meet established health and safety standards through monitoring facilities, providing technical assistance, and establishing partnerships with providers, parents, and the child care community.

Note from Pamela Dickfoss, Deputy Director

Infants are some of the most vulnerable and fragile clients in our licensed facilities. In the last four years, there have been 36 sleep related deaths in child care facilities. In our continued efforts to reduce these deaths, the Department of Social Services has been working to strengthen our regulations around safe sleep environments.

The safe sleep regulation package will be released in the coming weeks with a public comment period in late spring/early summer, and a proposed implementation date of October 2018. The new requirements are consistent with the American Academy of

Pediatrics safe sleep guidelines and will address environments that could put infants at undue risk as well as strengthen existing regulations to ensure children are safe. Please see attached [safe sleep concept paper](#).

This regulation package represents one of the most significant packages the Department has released in years. We look forward to a robust public comment process. In addition, through partnerships with local agencies, we are embarking on efforts to educate and address the questions of licensees from over 40,000 child care facilities. Special thanks to our community partners for their support in this endeavor.



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Inactive Status

Child care licensees who wish to temporarily close their child care business can request the Department of Social Services grant them inactive status. This allows a facility to be temporarily closed and avoid routine inspections to accommodate situations where a licensed provider is taking time off for an extended vacation, taking care of a newborn, facing a medical situation, etc.

During inactive status, a licensee’s child care license is not valid and therefore, they may not provide licensed care. If the Department believes that a licensee is operating during a period of inactivity, the facility will be subject to an inspection and possible citations. Inactive status is a temporary closure, so licensees must continue to pay annual licensing fees and maintain criminal background check requirements. This includes reporting to the Department all individuals, including adult children, who have reached the age of 18, residing in Family Child Care Homes.

All inactive status facilities have a set expiration date. Currently, there are over one thousand inactive child care facilities throughout California with varying expiration

dates. If you were granted inactive status, it is essential to know your expiration date and, if necessary, request an extension from the Department if you are not ready to resume your business when planned. If you wish to reactivate your licensing status before your inactive status expires, you must first notify your [local Regional Office](#), which can recommend resources to assist your business restart. This includes the Department’s [Child Care Advocates](#), who can provide general technical assistance, including a review of new laws and regulations enacted during your closure.

To request inactive status, please contact your [local Regional Office](#). The Community Care Licensing form “Request for Inactive Child Care License Status”, [LIC 9211](#), may be used to request inactive status.

Please review [Provider Information Notices](#) (PINS) on the Department’s website and review [legislation and regulations](#) pertaining to child care licensing.

For more information regarding inactive status see [Health and Safety Code section 1596.8535](#).

Water Safety

Summer is here and everyone wants to go swimming. Providers are reminded to use extreme caution when supervising children around bodies of water. Drowning is a leading cause of death among children under five years of age in California. Drowning can occur quickly, silently, and in as little as two inches of water. Maintaining visual supervision is vital when children are near any bodies of water.



To learn more about the Title 22 regulations that deal with bodies of water, you can refer to the following sections:

- For CCCs, [Section 101216.6](#), Staffing for Water Activities, [Section 101238\(e\)](#), Buildings and Grounds, and [Section 101238.5](#), Wading Pools.
- For FCCs, please review [Section 102417\(g\)\(5\)](#) ([Spanish](#))

Additional information:

[Drowning Prevention](#)

[American Nation Red Cross safety tips](#)

The Heat Is On

During the summer months, children may be spending more time participating in outdoor activities. According to the National Weather Service, during extremely hot and humid weather the body's ability to cool itself is challenged. Providers should take precautions to avoid heat related illness. Keep children hydrated, avoid outdoor activities during the hottest part of the day, protect children's skin with sunscreen and/or lightweight protective clothing. California Department of Public Health has tips for [treating heat-related illness](#) should it occur.

For more information:

See [PIN 17-08-CCLD](#) Extreme Heat in California

[National Weather Service Heat Safety: Common Heat Illnesses, Heat Exhaustion and Heat Stroke](#)



Transporting Children

It is that time of year where field trips and outdoor activities are in full swing. Child care providers have the responsibility to ensure the health and safety of the children in care at all times. The information below applies when child care providers transport children in their vehicles. You may also view short licensing videos with information on [center](#) and [family child care](#) transportation.

- Vehicle must be in good condition; the driver has to be at least 18 years old with valid driver's license for the type of vehicle, and be covered under the vehicle's insurance.
- Use appropriate car seats or seat belts based on children's ages. Review the guidelines from the California Highway Patrol: [Car Seat Guidelines](#) and [Car Seat Guidelines in Spanish](#)
- Never leave children in parked vehicles. See Regulation Sections [Section 101225](#) and [Section 102417](#), (in [Spanish](#))
- Always maintain appropriate adult-child ratio even while in the vehicle.
- Supervision of children in vehicles: Watch and listen to what children are doing. Eliminate distractions while you are driving. Minimize phone calls. Using a hands free device is still distracting. Calls should be for emergencies only.
- Be prepared for emergencies. At minimum:

- Carry emergency contact information and a disaster supply kit in the vehicle.
- Have clear transition of responsibility guidelines. Discuss where to gather, who to deliver the child to, what to do in emergencies (child not present at waiting location, flat tire, etc.).
- Maintain daily logs of children's names, time and place they were dropped off or picked up, etc.
- You might consider taking Defensive Driver Training. See the State of California, [Department of General Services](#) website.

Remember, for children who remain at the facility, the following applies:

- Never leave children alone with minors
- The adult providing care must be fingerprint cleared, associated to the facility, have a TB clearance and required immunizations.
- The adult should be familiar with licensing regulations, have current pediatric CPR and 1st aid training and must have completed the Mandated Reporter Training.
- Staffing ratio and capacity must be maintained at all times.
[Title 22,102416.5](#) (in [Spanish](#))

[Centers for Disease Control](#)
[Insurance Institute for Highway Safety](#)



Most Commonly Cited Deficiencies for 2017

The Department has compiled the most commonly cited deficiencies for 2017. The top two in each facility type are listed below. Click on the hyperlinks for more detail.

- Family Child Care Homes
 - Employees or volunteers at day care center; immunization; records; exemptions Health and Safety Code [\(H&S\) 1597.622](#)
 - Personnel Requirements [Title 22 Section 102416\(c\)](#)
- Infant Child Care Centers
 - Personal Rights [Title 22 Section 101223\(a\)\(2\)](#)
 - Responsibility for Providing Care and Supervision for infants [Title 22 Section 101429\(a\)\(1\)](#)
- Preschool Child Care Centers
 - Responsibility for Providing Care and Supervision [Title 22 Section 101229\(a\)\(1\)](#)
 - Employees or volunteers at day care center; immunizations; records; exemptions [H&S 1596.7995](#)
- School Age Child Care Centers
 - Employees or volunteers at day care center; immunization; records; exemptions [H&S 1596.7995](#)
 - Responsibility for Providing Care and Supervision [Title 22 Section 101229\(a\)\(1\)](#)

You may review the full list at the following link:

[Most Commonly Cited Deficiencies](#)

Licensing Responds to Wildfires Using Data

The 2017 California wildfires caused devastation quickly and without warning, giving impacted residents little time to evacuate. The Community Care Licensing Division (CCLD) has a unique responsibility in emergencies, as we are part of the [California Health and Human Services Agency](#) - the state agency responsible for mass care and shelter when a disaster event occurs. The CCLD used data to respond to providers in potentially impacted fires zones and in doing so identified how we may improve and strengthen our response when the next disaster occurs. The following article shares our connection with [How California Fought its Wildfires with Data](#).

New Inspection Process Project Updates

The pilot for the Senior Care Comprehensive Tools is scheduled to begin on July 1st, 2018 and is anticipated to last for three months. The pilot plan and tools are posted on the [Inspection Process Project website](#) and will be

updated to include stakeholder feedback prior to the pilot. The division will subsequently complete tools for the Children's Residential and Child Care programs.

Change of Culver City Office Name & Location

We are pleased to announce a name change and relocation of our Culver City Regional Office. The new name is El Segundo Regional Office and its new location is 300 North Continental Blvd, Suite 290-A, El Segundo, CA 90245. Telephone: (424) 301-3077; FAX (424) 301-3200. Service areas will remain unchanged.

Management Information

Retirements

- Mary Kaarmaa retired from Regional Manager of the Orange County Regional Office on March 30, 2018.
- Lisa McKay retired from Regional Manager of the Chico Regional Office on April 17, 2018.

Promotions

- Jordan Monath promoted to Regional Manager of the Chico Regional Office effective April 5, 2018.

Are you interested in becoming part of the Child Care Licensing team?



Please apply at: [CalCareers](#)

- Information on how to apply for a state job can be found [here](#).

Helpful Reminders and Information

- Please remember to check out new PINS: [Provider Information Notices](#)
- Latest Recalls from the [U.S. Consumer Product Safety Commission](#)
- [Short Child Care Videos](#) addressing common questions on licensed care for families and providers.
- [Mandated Reporter Training](#)

IMPORTANT PHONE NUMBERS	
Centralized Complaint & Information Bureau (CCIB)	1-844-538-8766
Child Care Advocate Program	1-916-654-1541
Child Protective Services	1-916-875-5437
Caregiver Background Check Bureau	1-888-422-5669
CA Child Care Resource and Referral Network	1-415-882-0234