



# Summary of Rule Changes for Certified Family Child Care July 2018

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New temporary adopted rules are in blue.

## 414-350-0050 General Requirements

- (1) The following items shall be posted in the certified family child care home where they may be viewed by parents:
  - (a) The child care certificate;
  - (b) Notification of a communicable disease outbreak at the home;
  - (c) The evacuation plan; and
  - (d) A notice that the following items are available for parents to review:
    - (A) The guidance/discipline policy;
    - (B) The current week's menus, with substitutions recorded;
    - (C) The description of the general routine;
    - (D) Information on how to report a complaint to OCC regarding certification requirements; and
    - (E) The most recent OCC and sanitation inspection reports and, if applicable, fire life safety self-evaluation (or fire marshal inspection report if completed).
  - (e) The Early Learning Division Website [[www.oregonearlylearning.com](http://www.oregonearlylearning.com)] and phone number [1-800-556-6616], and a statement advising parents that they can access information about their child care provider on the child care safety portal. Providers must comply with this requirement by August 31, 2018.
- (2) Effective July 1, 2018, providers must post all serious valid complaint and serious non-compliance letters for 12 calendar months.
- (3) Effective July 1, 2018, providers shall immediately notify all parents of any closure of the active license.
- (4) The provider shall ensure that a copy of these administrative rules is available in the certified family child care home to all parents and staff.
- (5) Caregivers shall report suspected child abuse or neglect immediately, as required by the Child Abuse Reporting Law (ORS 419B.005 through 419B.050) to the Department of Human Services Child Welfare (DHS) or to a law enforcement agency. By statute, this requirement applies 24 hours per day.
- (6) The certified family child care home shall comply with state and federal laws related to child safety systems and seat belts in vehicles, bicycle safety, civil rights laws, and the Americans with Disabilities Act (ADA).
- (7) Representatives of all agencies involved in certification shall have immediate access to all parts of the home whenever the provider is conducting the child care business:
  - (a) OCC staff shall have the right to inspect all areas of the facility that are accessible to child care children, and to conduct a health and safety review of other areas of the facility to ensure the

health and safety of child care children. This includes access to all caregivers, records of children enrolled in the home, and all records and reports related to the child care operation regarding compliance with these rules; and

(b) Representatives of the Department of Human Services Child Welfare (DHS) and the State Fire Marshal have the right to enter and inspect the home when an inspection has been requested by OCC.

(8) Custodial parents of all children enrolled shall have access to the home during the hours their child(ren) are in care.

(9) The provider shall develop the following information in writing and shall make it available to OCC, to staff, and to parent(s) at the time of enrollment:

(a) Guidance and discipline policy;

(b) Information on transportation, when provided by the provider or other caregiver; and

(c) The plan for handling emergencies and/or evacuations, including, but not limited to, acute illness of a child or staff, natural disasters (e.g. fire, earthquake, etc.), man-caused events, such as violence at a child care facility, power outages, and situations which do not allow reentry to the home after evacuation.

(10) The provider shall comply with the Department of Human Services' administrative rules relating to:

(a) Immunization of children (OAR 333-019-0021 through 333-019-0090);

(b) Reporting communicable diseases (OAR 333-019-0215 through 333-019-0415); and

(c) Child care restrictable diseases (OAR 333-019-0010).

(11) The provider shall report to OCC:

(a) An accident at the home resulting in the death of a child, within 48 hours after the occurrence; and

(b) Injuries to a child at the certified family child care home which require attention from a licensed health care professional, such as a physician, EMT or nurse, within 7 days after the occurrence.

(12) Documentation of meals and snacks provided by the certified family child care home shall be made available to OCC upon request, if the home does not participate in the USDA Child and Adult Care Food Program. Documentation is limited to the three weeks prior to the request.

(13) The provider is responsible for compliance with these requirements (OAR 414-350-0000 through 414-350-0405).

(14) Facilities must have parent(s) or guardian(s) of each child enrolled in the certified family child care home, sign a declaration provided by the Office of Child Care verifying they have reviewed a copy of the current license certificate. The declaration shall be updated any time the information on the license certificate has changed. Providers must comply with this requirement by August 31, 2018.

(15) Parental request or permission to waive any of the rules for certified family child care homes does not give the provider permission to do so.