



Oregon

Kate Brown, Governor

Early Learning Division



June 22, 2021

Dear Provider,

We know how essential child care continues to be in Oregon. Thank you again for supporting children and families in your community during this critical time. As COVID-19 rates continue to drop, we are entering a new chapter of the pandemic. Oregon is now transitioning from emergency response to focus on COVID-19 recovery.

The Early Learning Division (ELD) will be sharing updated recommendations for health and safety practices to reflect this new chapter going forward. ELD will also begin the transition out of the Emergency Child Care (ECC) structure. Through this transition, we will continue our commitment to sustaining and supporting child care providers. This includes efforts to minimize disruptions in delivering services to children and families.

This transition means some providers approved for ECC may need to take additional steps in the next few weeks in order to continue operations. We will continue supporting providers with information to make this transition as smooth as possible.

This change will impact operations for licensed, recorded, and temporary unlicensed ECC facilities, as well as the ability to utilize the Emergency Background Check (EBC). This change will affect each program type in different ways. Please see details below:

- **Licensed child care including Certified Center, Certified Family, and Registered Family Child Care:**
 - In the coming days, the ELD will be publishing **advisory** guidance for health and safety practices moving forward. This guidance will be recommended, not required, and will not be subject to oversight by the Office of Child Care (OCC). Existing COVID-19 Health and Safety Guidelines will no longer be in effect when this new advisory guidance is issued.
 - The ELD will be working with the Early Learning Council on June 24 to approve temporary rules for licensed programs that would allow continued use of hand sanitizer in certain circumstances, expanded use of Aide 2 staff, as well as allowing a transition time for online CPR training to meet licensing requirements.
 - The requirement for a licensed program to be approved as an ECC facility will end shortly after June 28, 2021.
 - As of June 29, 2021, any licensed program with an active license, that was not previously approved to operate as an ECC facility, will be permitted to operate.
- **Temporary Unlicensed ECC:**
 - Temporary Unlicensed ECC should expect to end operations as of August 31, 2021.
 - On June 7, 2021, the OCC paused accepting Temporary Unlicensed ECC applications. No new Temporary Unlicensed ECC applications will be accepted as we prepare to resume licensing processes on June 29, 2021.
 - The ELD will publish **advisory** guidance for health and safety practices moving forward. This guidance is recommended, not required, and will not be subject to OCC oversight.

- Programs must continue to operate within the health and safety standards outlined in the [Temporary Unlicensed Emergency Child Care checklist](#).
- The chart included with this letter provides specific guidance on how to prepare for this transition.
- **Recorded Programs approved as ECC and operating in their recorded program capacity:**
 - The requirement to be approved as an ECC provider will end on June 28, 2021.
 - The ELD will publish **advisory** guidance for health and safety practices moving forward. This guidance is recommended and not subject to OCC oversight.
- **Emergency Background Checks (EBC):**
 - On June 7, 2021, ELD paused accepting EBC applications. No **new** EBC applications will be accepted in preparation of resuming typical Central Background Registry (CBR) enrollment processes on June 29, 2021.
 - Individuals with EBC approval will no longer be approved for licensed child care employment on August 31, 2021. For an individual to continue or begin employment at a licensed child care after August 31, 2021, the individual **must apply** and be conditionally or actively enrolled in the CBR.
 - ELD sent specific communications to individuals who only have EBC approval to inform them of their requirement to be enrolled in the CBR.
 - The passage of SB 757 by the Oregon Legislature is expected to decrease the processing time for conditional enrollment in the CBR for Oregon residents who previously lived out-of-state.
 - We urge all individuals with an EBC to **submit a CBR application immediately** to ensure time for processing and to avoid a break in employment in licensed child care. You can download a CBR application at <https://oregonearlylearning.com/providers-educators/providers-educatorscbr/>.

If you have other questions, please contact your licensing specialist or email us at ProviderContact@state.or.us.

We appreciate your continued efforts to support families and children in Oregon.

Thank you,

The Early Learning Division



Temporary Unlicensed Emergency Child Care (ECC): Scenarios for COVID-19 Recovery

The Office of Child Care (OCC) recognizes that each situation is unique. We have provided scenarios with possible options to assist you in planning for this transition.

Scenario	Licensed Option	Recorded Program Option	Close the Program Option
I was not operating a child care program at this location before the pandemic.	I am interested in operating my program as a full-day, licensed child care facility. I will start the licensing process immediately by contacting my licensing specialist. I understand that if I am not able to get a license before August 31, 2021, I must close my program until it is licensed.	I am interested in operating as a recorded program. I will start the Recorded Program Application immediately by contacting the OCC at 1-800-556-6616 to request an application. I understand that if I am not able to get approved as a recorded program before August 31, 2021, I must close my program until I have been approved by OCC.	I will stop operating my child care program. I will notify the OCC by email to close my Temporary Unlicensed Emergency Child Care (ECC) facility by August 31, 2021. NOTE: If OCC does not hear from you by August 31, 2021, OCC will close your ECC facility and conduct a verification visit to confirm you are no longer in operation.
I operated as a Preschool or School-Age Recorded Program before the pandemic.	I am interested in operating my program as a full-day, licensed child care facility. I will start the licensing process immediately by contacting my licensing specialist. I understand that if I am not able to get a license before August 31, 2021, I must close my program or return to a recorded program model until licensed.	I will stop providing full-day child care, and I will close my Temporary Unlicensed Emergency Child Care (ECC) program by August 31, 2021. I understand my program must operate according to the requirements of a recorded program. NOTE: If you are returning to operating a school-age recorded program, you will no	I will stop operating both the Temporary Unlicensed ECC facility and the recorded program. I will notify OCC by August 31, 2021 to close out both programs. NOTE: If OCC does not hear from you by August 31, 2021, OCC will close your ECC facility and conduct a verification visit to confirm you are no

Scenario	Licensed Option	Recorded Program Option	Close the Program Option
		longer be eligible to receive ERDC subsidy reimbursements.	longer operating as an ECC facility.
I operated as license-exempt before the pandemic.	I am interested in licensing my child care program. I will start the licensing process immediately by contacting my licensing specialist.	I am interested in operating a preschool or school-age recorded program. I will start the recorded program process by contacting OCC at 1-800-556-6616.	I will continue to operate as a license-exempt program. For questions regarding license exemptions, call 1-800-556-6616