

BLUE EARTH COUNTY CHILD CARE LICENSING NEWSLETTER

Fall 2016

Put Your Air Mask on First

Being responsible for other people always carries a level of difficulty. And we all know that caring for multiple screaming children can be stressful. Licensing wants to remind you to take care of yourself, too! Self-care is very important to your profession. People can only provide quality care if they are healthy themselves. Here are some ideas for self-care or stress relief:

Some things to do during the day could be:

- ◆ **Color.** It's not just for kids anymore! Adult coloring books can be found at many stores.
- ◆ **Accomplish a goal.** Make small goals and accomplish them. You could even make group goals with the children.
- ◆ **Take 3 deep breaths while placing your hand on your heart.**
- ◆ **Have a "Dance Party."** Exercise is great for self-care and it will work dually to help get energy out of children in your care!
- ◆ **Laugh.** If you take a step back from a situation and can see the humor in it, your stress level can go way down!



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Blue Earth County
Child Care Licensing
410 S. 5th Street
Mankato, MN 56001



Core Competency Transition

Effective July 1, 2016, Minnesota's Knowledge and Competency Framework (KCF) will replace Minnesota's Core Competency areas. There are three versions of the KCF including one that is specific to family child care providers.

Under the new KCF; courses in content area 1 will meet the requirements for child growth and development training; and courses in **content area 2c will meet the requirements for behavior guidance AND child growth and development.**

This means that if someone takes a course in content area 2c, they will have completed both child growth and development and behavior guidance training. If someone takes a course in content area 1 they will have only completed the child growth and development training and will need to take an additional course in content area 2c to meet the behavioral guidance training requirement.

Also effective July 1, 2016, information that is maintained in Develop regarding training that was completed previously will convert from the former core competency areas to the new KCF. This means that when you are looking for training that was completed prior to July 1, 2016, you will look for training from KCF 1 (previously core competency 1) to meet child growth and development training and from KCF 2c (previously core competency 4) to meet behavior guidance AND child growth and development. (This means that if a transcript shows a course in KCF 2c was completed, the person has met the requirements for both child growth and development AND behavior guidance training.)

What does that Mean?!

When we provide information about substitutes, helpers and assistant caregivers, we often use the term “regularly” or “on a regular basis.” But what does that really mean? We can look to the rule for the answer! In the definitions section of MN Rule 9502, “regularly” or “regular basis” is defined as **a cumulative total of more than 30 days within any 12 month period.**

With this definition in mind, we can figure out how many training hours helpers and other caregivers are required to take. A helper who assists on a regular basis needs 6 hours of training per year.

Curious to know more definitions? [9502.0315](#) has 31 definitions of terms commonly used in child care licensing such as “caregiver”, “child”, “related” and “supervision.”



What does that Mean?! (Part II)

Section 11 of the Child Care licensing Application is the *Applicant acknowledgement of public funding reimbursement for licensed services*. Since you are licensed for family child care, this section is asking you to acknowledge if you receive public funding reimbursement for any of the daycare services you provide.

Public funding reimbursement includes: Child Care Assistance AND/OR Food Program participation.

IF you serve families that receive Child Care Assistance OR you are currently participating in a food program then it is correct to check box #2 that states you DO ELECT to receive public funding.



Annual Training Requirements

Now that all of the new training requirements are in effect, please remember that the required training topics need to be taken annually. **Statute defines annually as “prior to or within the same month of the subsequent calendar year.”** This means, to be in compliance, you will need to track when you take the trainings to know when they need to be taken again before annual expiration. See below:

<u>Training</u>	<u>Date completed</u>	<u>On time if taken by:</u>	<u>Late :</u>
SUID	5/1/16	5/31/17	6/1/17
AHT	5/15/16	5/31/17	6/1/17
Supervision	4/12/16	4/30/17	5/1/17
CPR	12/2/14	12/29/16	1/1/17



Training Requirements

Effective 7/1/15, All providers are required to complete 16 hours of training every year, which includes the following required trainings:

SUID: annually, video option every other year

AHT: Annually, video option every other year

Active Supervision: Yearly

Child Growth and Development & Behavior Guidance: Yearly

CPR: Every 2 years

First Aid: Every 2 years

You cannot count CPR & First Aid training hours on off years, even though they are good for 2 years.

Playing Catch-Up

Are you behind in the required training hours? Have you received a correction order because of missing training hours last year?

If so, you will need to catch up with **ALL** training hours, which may mean that you will take the required classes two times in one year. Also, taking the course does not reset your training time lines. For example:

Gertie received a correction order because she had last taken SUID/AHT and active supervision in May of 2014. After receiving her correction order, Gertie signed up to attend both classes in October of 2016. She submitted her training certificates to her licensor as proof and believed she did not need to take either class again until 10/31/17. Her licensor contacted her because the violations had not been corrected. The licensor explained that the trainings she completed in October of 2016 fulfilled the training requirements for 2015. She would still need to complete SUID/AHT (videos) and active supervision for 2016 in order for the violation to be corrected. Also, even though Gertie completed her training in October of 2016, her timelines did not change. Therefore, she would need to complete both trainings a third time by 5/31/2017.

If you have questions regarding missed training hours, please contact your licensor.





Photo Caption

When a correction order is issued

A correction order may be issued when any rule or statute violation occurs. The correction order will specify for each violation:

- ◆ The condition that constituted a violation of law or rule
- ◆ The specific statute or rule number violated
- ◆ Time allowed to correct each violation
- ◆ The time limit for providers to respond and provide evidence of compliance with correction order

Correction orders must be posted upon receipt in a place that is conspicuous to the people receiving services and all visitors to the facility for two years, regardless of whether or not a provider request reconsideration of the correction order. If the license holder believes the contents of the correction order are in error, they may ask DHS to reconsider the parts that are alleged to be in error.

A request for reconsideration does not stay any provisions or requirements of the correction order. That means that the rule or violation must be corrected within the time limited noted on the correction order.

Correction Orders

As we all know, there have been increased rules, regulations and a push for consistency and equality among all licensing regulations-this could lead to more correction orders being issued. Following rules and statutes is one of the ways to keep children as safe as possible. We want to remind you that correction orders are a common part of being a provider. It is OK to get a correction order!! If you think about it, there are over 500 parts of the rules and statutes that you are required to follow. 500!!! It is understandable that some things might get missed. The good thing about turning in and posting correction orders is that you have an opportunity to document how you made the change(s) to come into compliance. Remember if you receive a correction order and believe it is in error, you may request reconsideration.

Changes to Eager-to-Learn

Effective January 1, 2016, any training that family child care providers take via Eager-to-Learn online classes will NOT be provided with a paper training certificate. All Eager-to-Learn (ETL) training completed will be recorded in Develop. If you have not already done so, you can sign up/register for a user account at the following address:

<http://www.developtoolmn.org/>

Instead of receiving an emailed PDF certificate after completing an ETL training, a provider's learning record will be updated within three business days of the training completion.

To access your training record:

- ◆ To the development website and log into your account
- ◆ Under "My Individual Profile" you will see "Application Report" on the right hand side

The Eager-to-Learn trainings are designated on the Learning Records with a sponsor of "Child Care Aware of Minnesota: ETL District," Providers will be able to print out their Learning Record to provide verification of training to licensors at relicensing visits.

For more information about the changes with Eager-to-Learn, please contact the support team at MNCPD:

Email: support@mncpd.org

Toll free: 855-378-3131

Upcoming Trainings

CARS: 6-9pm BEC Gov. center

10/18/16, 12/13/16, 2/7/17, 4/4/17,
6/6/17, 8/8/17, 10/3/17, 12/5/17

SUID/AHT: 7-9pm BEC Gov. center

10/11/16, 2/21/17, 6/13/17, 10/10/17

Active supervision: 7-9pm Gov Center

12/15/16, 4/11/17, 8/15/17, 12/12/17

Mandated Reporter: 6:30-8pm Gov Cen

11/2/16, 5/24/17

Please call/email Michelle at 507-304-4273 or michelle.lechner@blueearthcountymn.gov to register

Center for Inclusive Child Care

The Center for Inclusive Child Care (CICC) is a resource for providers that have children with special needs in their care. The children's needs may be developmental, physical, or behavioral. A majority of the referrals they receive are for children who are displaying challenging behaviors yet providers and programs want to make attempts to keep the child enrolled. The Center for Inclusive Child Care offers a free "Inclusive Consultation" to help identify areas that you can learn more about and also can connect you with local resources.

How do I tell a parent I have concerns about their child?

It can be very difficult for parents to hear concerns about their child's development or behavior. Communicate to the parents that you really do care about their child and try to arrange a time to talk with them when children will not be present.

Use a "positive sandwich" approach by sharing with the child's parents an example of a positive quality you have observed in their child, a positive interaction you have observed or had with their child or something you really like about their child. Then share with them specific examples of development and/or behavioral concerns and how this impacts the child while in your care.

It is important to share specific examples of the strategies that you have tried to help the child be successful in your child care environment. Remember to give them some time to process and respond to the information that you share with them. Follow the sharing of your concerns by again sharing something positive about their child and reiterate that their child's success is important to you.

http://www.inclusivechildcare.org/pdf/Childcare_Consultation_and_Supports_Services_Flyer11.pdf





Outdoor Activities in Winter

The winter months will be arriving soon whether we like it or not! As you probably already know, child care providers should take children outside daily, weather permitting. You may use the weather guide below in determining if it is safe to play outside or if you should stay bundled up inside.

Wind-Chill Factor Chart (in Fahrenheit)										
		Wind Speed in mph								
		Calm	5	10	15	20	25	30	35	40
Air Temperature	40	40	36	34	32	30	29	28	28	27
	30	30	25	21	19	17	16	15	14	13
	20	20	13	9	6	4	3	1	0	-1
	10	10	1	-4	-7	-9	-11	-12	-14	-15
	0	0	-11	-16	-19	-22	-24	-26	-27	-29
	-10	-10	-22	-28	-32	-35	-37	-39	-41	-43

 Comfortable for out door play

 Caution

 Danger

I'm Closing!

We don't want you to, but there are things you should do if you are planning on no longer being a licensed child care provider. If you have begun a job outside the home during child care hours and do not have a co-applicant on your license, you should close your license. If you have moved to another county, you must close your license in Blue Earth County. If you do not have any children in care and are not planning on enrolling anymore you should close your license. According to Rule 9502.0315, subpart 24, the definition of a provider is "the license holder and primary caregiver," so if you no longer that person, you need to close your license.

There are many different way to notify us that you are closing. You can email your intention, with a date of closure. You can call your licensing worker. You can send a letter with your license notifying us of your intent to close.. Please remember that when you decide to close your license, you must mail that license to us at the Blue Earth County Government Center.



Contact Us

Give us a call or email us if you have any questions regarding this newsletter.

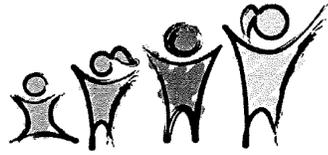
[Anne Broskoff-Supervisor](#) (507)304-4459 Anne.broskoff@blueearthcountymn.gov

[Michelle Lechner-Case aide](#) (507)304-4273 michelle.lechner@blueearthcountymn.gov

[Carole Anderson-Licensor](#) (507)304-4175 carole.anderson@blueearthcountymn.gov

[Joanna Petersen-Licensor](#) (507)304-4167 Joanna.petersen@blueearthcountymn.gov

[Holly Holland-Licensor](#) (507)304-4475 holly.holland@blueearthcountymn.gov



Pediatric Therapy Services, Inc.
Making a difference . . . one child at a time.

150 St. Andrews Ct. | Suite 310 | Mankato, MN 56001
Phone: 507-388-KIDS (5437) | Fax: 507-388-2108
www.kidtherapy.com | Email: ptskids@kidtherapy.com

Sensory Integration

When: Tuesday, October 25th 2016
6:00pm-7:30pm

Where:

Pediatric Therapy Services
150 St. Andrews Ct. Suite 310
Mankato, MN 56001

Cost: FREE

What:

This is an educational class designed to gain understanding of:

- **How children process sensory information**
- **The 5 most common challenges that arise with sensory integration**
 - **Different sensory strategies to use with your child**

Who:

Family members, professionals, or caregivers of infants and young children

How:

Sign up no later than October 18th, 2016
Phone: (507)388.5437
Email: ptskids@kidtherapy.com
(registration limited to the first 20 people)



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Torticollis and Plagiocephaly

What is it, and what's to be done about it?

When:

Tuesday, November 1st 2016
6:00 p.m. – 7:00 p.m.

Where:

Pediatric Therapy Services
150 St. Andrews Ct. Suite 310
Mankato, MN 56001

Cost: FREE

What:

This is an educational class designed to gain understanding of:

- Understand brief etiology of Torticollis/Plagiocephaly
 - Recognize symptom onset of Torticollis
- Administer positional adaptations to prevent further deformity
- Know when to refer a child to his/her healthcare provider
 - Understand the importance of early intervention

Who:

Family members, professionals, or caregivers of infants and young children

How:

To sign up, please call or e-mail:
Phone: (507)388.5437
Email: ptskids@kidtherapy.com
(registration limited to the first 20 people)



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Enhancing Language Through Play

When:

Monday, November 7th 2016 6:00 –7:30 pm

Where:

Pediatric Therapy Services
150 St. Andrews Ct. Suite 310
Mankato, MN 56001

Cost: FREE

What:

This is an educational class designed to gain understanding of:

- Typical language development in young children
- Language enhancing strategies
- How to elicit language through play

Who:

Family members, professionals, or caregivers of infants and young children

How:

To sign up, please call or email:
Phone: (507)388.5437
Email: ptskids@kidtherapy.com
(Registration limited to the first 20 people)