

November 15, 2016

New requirements for all contracted child care providers

In 2014, a new child care law making significant changes to the Child Care and Development Fund (CCDF) went into effect to ensure a safer, more family-friendly child care program. States need to implement many of the provisions of the new law by October 2016.

As a result of the changes, the child care contract for licensed child care facilities has been revised. ***It is important to carefully review the contract and become familiar with the changes.*** Revisions include:

- Three-year contract with annual renewal periods
- Contract format
- E-Verify certification requirements
- Health and safety training requirements
- Administrative requirements

Training

The most significant impact to contracted licensed child care providers is the addition of pre-service training and the requirement for annual trainings covering topics to be identified by the state-agency. Many, if not all, of the required training topics are covered in trainings you take to meet the Department of Health and Senior Services, Section for Child Care Regulation training requirements.

Note: First aid and cardiopulmonary (CPR) training is required of all staff and volunteers providing care for children and must include practices that differ for infants and older children.

You and your current staff/volunteers are required to complete training in all of the topics listed below by June 30, 2017. Only training taken after January 1, 2016 will be accepted.

- First aid and cardiopulmonary resuscitation
- Child Care Subsidy Orientation training
- Prevention of Sudden Infant Death Syndrome and Safe Sleeping
- Prevention of Shaken Baby Syndrome and Abusive Head Trauma
- Emergency Disaster and Response
- Mandatory Child Abuse and Neglect (CA/N) Reporting
- Infectious Disease Prevention and Control

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- Hand-washing and Universal Health Precautions
- Medication and Parental Consent
- Sanitary Food Handling
- Prevention and Response to Food Allergy Emergencies
- Building and Physical Premises Safety
- Emergency and Disaster Response Planning
- Handling and Storage of Hazardous Materials
- Protection for Hazards that can Cause Bodily Harm
- Child's Physical, Social and Emotional Development
- Transportation of Children

Necessary Action

If all training topics have been covered in trainings you and your staff has taken **since January 1, 2016**, complete the attached Child Care Provider Training Attestation (CD-239) form.

You and your staff must complete all of the trainings on the topics listed by June 30, 2017, to ensure your facility's continued contract eligibility. Once all trainings on the identified topics have been completed, complete the attached Child Care Provider Training Attestation (CD-239) form.

All trainings that cover the CCDF required topics will be identified and made available on the Workshop Calendar at <http://www.moworkshopcalendar.org/>. Many of the trainings will cover more than one required topic and all of the trainings count toward clock hour training required for licensure.

The Department of Social Services must track all trainings to ensure compliance with the CCDF requirements. Effective October 1, 2016 you are required to register all staff and maintain current registration with Opportunities in a Professional Education Network (OPEN), make sure you and your staff register for a MOPD ID, and that all staff use the facility DVN. You may access OPEN at <https://www.openinitiative.org/>.

To ensure compliance with these requirements, we will randomly select a number of contracted licensed providers to monitor on a monthly/quarterly basis. If a licensed contracted child care provider is found to be out of compliance with the training requirements or any other contractual requirements, we may take action to recoup any funds paid to the provider and may terminate the contract with cause.

Please feel free to contact our office at (573) 526-3011 or CDASKECPS@DSS.MO.GOV if you have any questions or concerns.

Best Regards,

Children's Division
Child Care Provider Relations Unit



MISSOURI DEPARTMENT OF SOCIAL SERVICES
 CHILDREN'S DIVISION
 TRAINING ATTESTATION

IMPORTANT: This form is to be completed and signed by the child care facility owner or director, after verifying all child care facility staff/volunteers have completed training in all the required topics. This form must be submitted and filed in the child care provider contract file.

IDENTIFYING INFORMATION

CHILD CARE FACILITY NAME	DVN
FACILITY ADDRESS	CITY, STATE, ZIP
NAME AND TITLE OF AUTHORIZED SIGNER ATTESTING TO TRAINING	MOPD ID OF AUTHORIZED SIGNER ATTESTING TO TRAINING

Child care facility owners, directors, and staff/volunteers are required to complete training in all of the following topics by June 30, 2017:

- First aid and cardiopulmonary resuscitation
- Child Care Subsidy Orientation training
- Prevention of Sudden Infant Death Syndrome and Safe Sleeping
- Prevention of Shaken Baby Syndrome and Abusive Head Trauma
- Emergency Disaster and Response
- Mandatory Child Abuse and Neglect (CA/N) Reporting
- Infectious Disease Prevention and Control
- Hand-washing and Universal Health Precautions
- Medication and Parental Consent
- Sanitary Food Handling
- Prevention and Response to Food Allergy Emergencies
- Building and Physical Premises Safety
- Emergency and Disaster Response Planning
- Handling and Storage of Hazardous Materials
- Protection for Hazards that can Cause Bodily Harm
- Child's Physical, Social and Emotional Development
- Transportation of Children.

If you and all staff/volunteers at your child care facility have completed trainings in **all** of the topics listed above, sign and submit this form to the Department of Social Services (DSS), Children's Division. The completion of this form is considered confirmation that your facility is in compliance with all training requirements, as outlined in the Child Care Provider Agreement (CM-5). Attach a listing of all facility staff/volunteers including their MOPD ID. The DSS may monitor your facility's training records at any time to ensure compliance with training requirements.

SIGNATURE OF OWNER OR AUTHORIZED SIGNATURE	DATE
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Educare Provider	Counties Served	Contact Information
Area Resources for Community & Human Services (ARCHS)	St. Louis City St. Louis County	539 North Grand Blvd., 6th Floor St. Louis, MO 63103 Phone: (314) 534-0022
Community Partnership of the Ozarks	Christian Taney Greene Webster Polk	330 North Jefferson Springfield, MO 65806 Phone: (417) 888-2020
University of Missouri Project REACH	Adair Douglas Livingston Ralls Audrain Dunklin Macon Randolph Barry Franklin Marion Reynolds Barton Gasconade McDonald Ripley Bates Grundy Mercer Saline Benton Harrison Miller Schuyler Boone Henry Mississippi Scotland Butler Hickory Moniteau Shannon Callaway Howard Monroe Shelby Camden Howell Montgomery St. Charles Carroll Johnson Morgan St. Clair Carter Knox New Madrid Stoddard Cedar Laclede Oregon Stone Chariton Lafayette Osage Sullivan Clark Lawrence Ozark Texas Cole Lewis Pemiscot Vernon Cooper Lincoln Pettis Wayne Dade Linn Pike Wright Dallas Putnam	1400 Road Quarry Road Columbia, MO 65211-3280 Phone: (573) 884-6696
Southeast Missouri State University	Bollinger Perry Cape Girardeau Scott	301 North Clark Street Cape Girardeau, MO 63701 Phone: (573) 651-9171 x106
Southwest Missouri Community Alliance	Jasper Newton	1027 S. Main Street , Suite 7 LL Joplin, MO 64801 Phone: (417) 782-9899
St. Francois County Community Action Agency	Iron St. Francois Madison Ste. Genevieve	200 West First Street, Suite 182 Farmington, MO 63640 Phone: (573) 760-0212
St. Joseph Youth Alliance	Andrew Dekalb Atchison Gentry Buchanan Holt Caldwell Nodaway Clinton Worth Daviss	5223 Mitchell Avenue St. Joseph, MO 64507 Phone: (816) 232-0050
The Community Partnership	Crawford Phelps Dent Pulaski Maries	1101 Hauck Drive Rolla, MO 65401 Phone: (573) 368-2849
Greater Kansas City LINC, Inc.	Cass Platte Clay Ray Jackson	3100 Broadway, Suite 226 Kansas City, MO 64111 Phone: (816) 889-5050

What happens at OPEN? OPEN administers the MOPD ID, Toolbox, and the MOPD Registry.

The MOPD ID is the unique number that an individual will use throughout their career in the child care field.

Where do I get a MOPD ID? Go to, www.OPENInitiative.org, and click gold Request MOPD ID button.

What do I have to provide to get a MOPD ID?
First name and last name – required
Date of Birth – required
Last 5 of your Social Security number – required
Middle name – optional
Email address – optional

I think I already have a MOPD ID, how do I check? Go to, www.OPENInitiative.org, and click gold Look up MOPD ID button.

Once you have a MOPD ID, you have to provide it at all approved trainings in order for the training information to be attached to your MOPD ID.

Where is my training information kept? In the Toolbox!

How do I see it? Once you create a Toolbox account and join the MOPD Registry, you can access an individual training report.

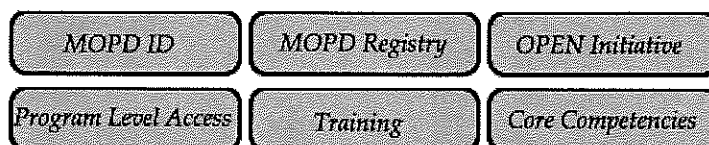
How does the program director see my training information? Once your program director has created a Toolbox account, requested Program Level Access, and connected your MOPD ID to the program's DVN, they can access the program training report.

How does the person monitoring our program see my training information? They will login to their Toolbox account and they will run the training report for your program.

Note: There are no magic wands here! OPEN does not know where you work, so if your MOPD ID is not connected to your program's DVN, your information will not show up on the program training report!

How can I make sure everything goes smoothly? Use the resources available on OPEN's website to learn about OPEN and the MOPD System. We work diligently to provide the information you need to successfully meet licensing regulations and/or DSS contract requirements.

Click the gold buttons for more information about



Please make a selection from the choices above for more information.

UPCOMING TRAINING OPPORTUNITIES

STL Educare trainings for the upcoming year will be held on the campus of Harris-Stowe State University.

Register on-line at:

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

2016 Dates

November 4, 2016 (Friday)

November 12, 2016 (Saturday)

December 2, 2016 (Friday)

December 10, 2016 (Saturday)

2017 Dates

January 13-14, 2017 (Friday/Saturday)

February 10-11, 2017 (Friday/Saturday)

March 10-11, 2017 (Friday/Saturday)

March 17, 2017 (Friday)

April 21-22, 2017 (Friday/Saturday)

May 19-20, 2017 (Friday/Saturday)

May 26, 2017 (Friday)

June 10, 2017 (Saturday)



For up to date training information, find us on facebook
<https://www.facebook.com/STLEducare/>



Missouri Department of
SOCIAL SERVICES
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Permit No. 5719

STL Educare Training Series



Child Care Health & Safety

Are you ready for changes to Missouri's childcare subsidy program?



STL Educare

Supporting In-home and
License-exempt facilities with
on-site mentoring, technical
assistance, and quality training
to improve the lives of St. Louis
area children.

STL Educare
Area Resources for Community and Human Services
539 North Grand Boulevard, 6th floor
St. Louis, MO 63103

Child Care Health & Safety

PRE-REGISTRATION ORIENTATION

Beginning October 1, 2016 all child care programs receiving child care subsidy payments from the state of Missouri will be required to complete health and safety training.

Pre-Registration Orientation is designed to review changes in the registration process with providers. These classes are not required for registration, but are highly recommended.

Provider Orientation (1 hour)

- ◇ New Training Requirements for registered providers receiving Missouri child care subsidy dollars
- ◇ Setting up your OPEN Initiative Toolbox
- ◇ Why you need a Missouri Professional Development Identification (MOPD ID) Number
- ◇ Using the Missouri Workshop Calendar to find Trainings
- ◇ New Health & Safety Requirements and On-site Monitoring requirements for Registered and License-Exempt Facilities

Child Care Provider Registration Application Packet (1 hour)

PRE-SERVICE HEALTH AND SAFETY TRAINING

First Aid Training (2 hours)

Cardiopulmonary Resuscitation (CPR) Training (2 hours)

Child Care Subsidy Orientation Training (1 hour)

Basic Child Safety (2 hours)

- ◇ Prevention of Sudden Infant Death Syndrome (SIDS) & Safe Sleeping Practices
- ◇ Prevention of Shaken Baby Syndrome & Abusive Head Trauma
- ◇ Mandatory Child Abuse & Neglect (CA/N) Reporting

Responding to Emergencies (2 hours)

- ◇ Emergency and Disaster Response
- ◇ Safe Transportation of Children

All Pre-Service Health and Safety Training requirements must be completed before provider registration can be approved. In addition, providers must complete In-Service health and safety training requirements within 3 months of becoming a registered provider or renewing a registration.

All staff in license exempt facilities will be required to take all pre-service and in-service health and safety trainings and to track completion of training using a MOPD ID Number.

Funding for STL Educare is provided by the Missouri Department of Social Services, Children's Division, Early Childhood and Prevention Services Section

Child Care Health & Safety

IN-SERVICE HEALTH AND SAFETY TRAINING

Emergency & Disaster Response Planning (2 hours)

- ◇ Receive assistance in developing your plan using the DHSS template
- ◇ Complete multi-hazard assessments to aid in pre/post emergency planning

Child Well-Being (2 hours)

- ◇ Infectious Disease Prevention and Control
- ◇ Hand-Washing & Universal Health Precautions
- ◇ Medication & Parental Consent
- ◇ Prevention and Response to Food Allergy Emergencies
- ◇ Child Immunization Schedule
- ◇ Child's Physical, Social & Emotional Development

Safe Child Care Environments (2 hours)

- ◇ Sanitary Food Handling
- ◇ Building & Physical Premises Safety
- ◇ Protection from Hazards that can Cause Bodily Harm
- ◇ Handling & Storage of Hazardous Materials