

THE CHILD CARE PROFESSIONAL

The Newsletter of the Child Care Resource & Referral at WKU



Volume XVI, Number 6

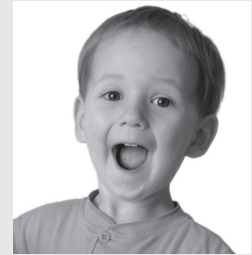
June 2009

THE CHILD CARE PROFESSIONAL

The Newsletter of the Child Care Resource & Referral at WKU

THE CHILD CARE PROFESSIONAL is published monthly by Training & Technical Assistance Services and the Child Care Resource & Referral (CCR&R) at Western Kentucky University. The CCR&R at WKU serves the Barren River Area Development District of Kentucky which includes Allen, Barren, Butler, Edmonson, Hart, Logan, Metcalf, Monroe, Simpson, and Warren Counties. Primary services offered by the CCR&R include:

- Distributing consumer education materials to families seeking child care,
- Providing child care referrals to parents;
- Offering training to early childhood providers and parents;
- Helping potential child care providers establish programs,
- Providing training hours leading to the Commonwealth Child Care Credential and the Child Development Associate (CDA), and
- Advocating for affordable, accessible, high quality services for children and families.



The professionals and staff of the CCR&R at WKU are ready to provide assistance in a number of areas. Our staff includes:

Dr. Connie Jo Smith, CCR&R Director

Jill Norris, CCR&R Manager

Heather Alms, Provider Assistant & Office Coordinator

Sherri Meyer, CRR&R Early Childhood Coordinator

Dr. Amy Hood Hooten, CCR&R Training Specialist

SHARE THE KNOWLEDGE. Articles and stories from this newsletter may be photocopied or reprinted without written permission from the CCR&R at WKU. Reprints should, however, credit the magazine as follows: "Reprinted from **THE CHILD CARE PROFESSIONAL**, (date of issue), with permission from the Child Care Resource & Referral at WKU."

KEEP IN TOUCH. If you are not currently receiving the newsletter at your own center or agency, please contact our office by mail, phone or e-mail and we will add your name to our mailing list. If you, your agency or center are moving, please let us know your new address; we'll update our mailing list, and you won't miss an issue of **THE CHILD CARE PROFESSIONAL**. (If you no longer wish to receive this newsletter, please contact our office by phone or e-mail and we will remove you from our mailing list.)

Child Care Resource & Referral at Western Kentucky University

1906 College Heights Blvd. #11098, Bowling Green, Kentucky 42101-1098

Phone Us at (270) 745-2216 or (800) 621-5908 - Fax Us at (270) 745-7089

E-Mail Us at crr.expert@wku.edu • Or Visit Our Website at www.wku.edu/ccrr-wku/

Hours of Operation: 8:00 a.m. - 4:30 p.m., Monday through Friday

SUBSCRIPTION INFORMATION. Any program or person interested in receiving our newsletter may subscribe for \$36 per year. The monthly newsletter provides a variety of articles, news, and information for early care and education programs, including child care, family day care, preschool, and Head Start. Caregivers, teachers, administrators, and parents can all benefit from the newsletter. Single complimentary annual subscriptions of **THE CHILD CARE PROFESSIONAL** are provided to licensed child care centers, certified home providers, and special friends in the Barren River Area Development District (BRADD) of Kentucky. Additional subscriptions may also be purchased by these readers for the same rate of \$36 per year. All registered providers in the BRADD qualify for the discounted rate of \$26 per year for each additional subscription.

The newsletter is available in both printed and electronic versions. Print copies of **THE CHILD CARE PROFESSIONAL** are mailed at the end of each month; electronic copies are e-mailed directly to subscribers in a Portable Document File (PDF) which can be printed or viewed on your computer using Adobe Acrobat Reader (free software downloadable from www.adobe.com). Readers may select the format they prefer when subscribing. To receive an subscription form or to learn more, please contact our office by phone (800-621-5908 or 270-745-2216), by fax (270-745-7089), or by e-mail (heather.alms@wku.edu).

Funded in part by the Kentucky Cabinet for Health & Family Services through the University of Kentucky Research Foundation.

2008 Kentucky Licensing Regulations: Transportation Regulations - What's New?

Can you believe it has almost been a year since Kentucky child care regulations have been updated? Changes to the child care regulations went into effect July 1, 2008 and there have been some adaptations that all of us have made. For those of you who transport children in your program, you have also had some changes to make to meet the transportation requirements. Below are some questions and answers about the regulations regarding transportation.

The full section of regulations regarding transportation can be found in **KAR 922 2:110 Child Care Center Health and Safety Standards Section 12: Transportation**. Visit the Cabinet for Health and Family Services, Division of Regulated Child Care web site at <http://www.chfs.ky.gov/os/oig/drcc.htm> for the full set of regulations including 2:110 Child Care Center Health and Safety Standards.

What are the requirements if my program provides or arranges for transportation services?

If your program provides transportation or arranges for transportation, the program must be licensed and approved by the Cabinet or its designee before transporting children. There must be a detailed plan regarding the type of transportation that will be provided and the type of vehicle to be used for the transporting of children. The plan must also show that you have full insurance coverage for each vehicle, a schedule of the staff who will be providing the transportation, the schedule for the transportation, and the route to be taken.

The program also must have policies and procedures that are to be practiced monthly by staff who transport the children, including emergency procedures for evacuation of the vehicle. The program must also have safety procedures for transporting children, loading and un-



loading children, and for providing adequate supervision of children.

If your program contracts for transportation to be provided, there must be documentation detailing arrangements for the service to include safety procedures for transporting the children, loading and unloading the children, and how adequate supervision will be provided for the children.

What must the vehicle be equipped with?

The vehicle used in transporting children must have:

- A fire extinguisher;
- First Aid supplies (including liquid soap, adhesive bandages, sterile gauze, medical tape, scissors, thermometer, flashlight, cold pack, first aid book, disposable gloves, and CPR mouthpiece protector);
- Emergency reflective triangles; and
- A device to cut the restraint system if it should be necessary.

What is the daily inspection that must be performed and documented?

A daily inspection of the vehicle used for transporting children includes the inspection of the tires, lights,



signals, mirrors, gauges, wiper blades, safety restraints, and fuel. The vehicle should also be checked and free of debris. Staff performing the daily inspections will need to document that all of these inspection items were checked.

Do we have to maintain the same staff to child ratios?

The staff to child ratio has to remain the same as it does in the classroom. An individual who is driving with a child in the vehicle shall not supervise more than four children under the age of five. Each child must have a seat, be individually harnessed in the seat, and remain seated while the vehicle is in motion. A child shall never be left unattended in the vehicle at any time.

What are the records that we will need to maintain?

Records will need to be kept for five years. These include recording in writing the first and last name of each child being transported. This includes the time that each child gets on and off the vehicle. This information is kept by a staff member other than the driver.

What are the requirements for the staff person who is driving?

The person driving the vehicle must be at least 21 years old. A criminal record check and child abuse and neglect check are required for each driver. The driver must have a current driver's license which has not been suspended or revoked during the last five (5) years, must not have any convictions related to vehicle operations in the past twelve (12) months, and must not have caused an accident which resulted in the death of a person.

For additional questions, please contact us at the Child Care Resource & Referral at WKU at 800-621-5908. We are here to answer all of your child care questions!

Consumer Product Safety Program Requirement

Effective July 1, 2009, licensed child care regulations will require providers to post information about the Kentucky Consumer Product Safety Program and the program's web site (<http://chfs.ky.gov/dph/info/phps/productsafety.htm>.) The wording from the regulation is provided below for your reference.

Should you have questions about this or any other regulatory requirement, please feel free to contact the Child Care Resource & Referral at WKU at 270-745-2216 or 1-800-621-5908 or send us an email at crr.expert@wku.edu. We also have a couple of examples of the Consumer Product Safety Program information that have been approved and can be posted to meet the requirement. We will be happy to send these to you in an email attachment.

A New Section of KRS 199.892 to 199.896 Is Created to Read As Follows:

- (1) *The Cabinet for Health and Family Services shall notify licensed child-care centers and certified family child-care homes on an ongoing basis, including during the license or certification application process and any monitoring visits, of the Kentucky Consumer Product Safety Program and the program's Web site. Licensed child-care centers shall post in a prominent location a notice of the existence of the Consumer Product Safety Program and the program's Web site.*
- (2) *The Cabinet for Health and Family Services may promulgate administrative regulations to carry out this section.*
- (3) *This section may be cited as The Child Safety Act of 2009.*

Connect On-Line with the CCR&R at WKU

Did you know the CCR&R at WKU web site provides important, up-to-date information for your program?

Did you know you can use the CCR&R web site to network with others in your field?

Did you know information for parents is available and is only a click away?

Did you know you can go to www.wku.edu/ccrr-wku to access the CCR&R at WKU on-line at any time of day and any day of the week?

Navigating online can sometimes be challenging. It can be easy to get lost in the sea of information available on the web. However, once you can navigate on-line you have a vast array of advantages. The web site of the CCR&R at WKU is available in an easy to use format that puts the information you need at your fingertips. We update the site monthly and provide useful information on current trends, the latest news, training opportunities and more! Here are a few ways you can use the WKU CCR&R website to help your program and families:

Home Page

The information on the Home Page is the first page you will come to and it is always changing. When we receive important information, this is where we place it. In addition to notices, the home page will provide you with links to navigate across the web site. This is your home on the CCR&R web site!

Providers

The Providers page offers information relevant for early care professionals. You will find the link to sign up for **PRO-Talk** on this page. **PRO-Talk** stands for Professional Resource Opportunities and is the listserv of the CCR&R. Once you join, you will begin receiving information from the CCR&R at WKU via e-mail. However, that is not all it is for! You can also use PRO-Talk to network with others in your field. E-mails sent on the listserv are delivered to every member's e-mail. Discussion is encouraged and the listserv is FREE!

Families

The Families page offers information that you can provide to the families in your program. Or just direct them to our web site to access the information directly, at their own pace. They will find information relevant to parenting such as guidance, information on selecting toys, and tax information. They can sign up for **Parent Voice**, a grassroots advocacy effort to connect parents and early childhood educators to Kentucky's legislative decision makers.

Forum

Connect with **Connect For Kids**, the message board of the CCR&R. **Connect For Kids** or **CFK** offers a unique networking opportunity for providers, students, and families! It is a FREE service and offers a wide variety of information.

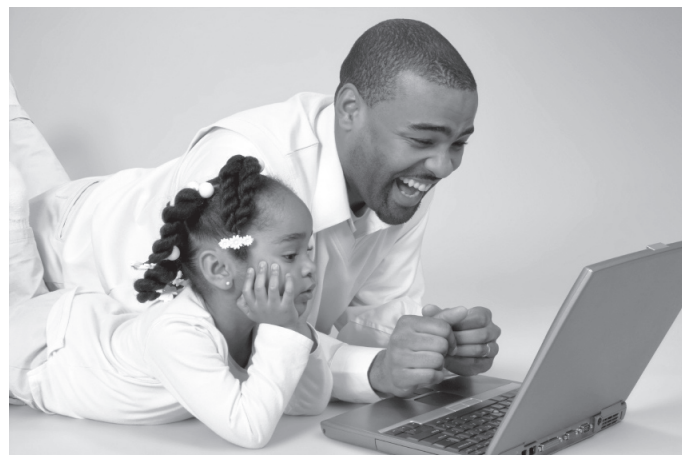
Training

Are you looking for upcoming training opportunities? Visit the Training page to view available sessions and to register online. You can pay with a credit card or select pay with cash/check.

Links

The links page offers a variety of links to other relevant web sites - all in one place and in an easy to use format!

So what are you waiting for? Come visit us online at www.wku.edu/ccrr-wku/!



CCR&R Professional Development Training July 2009 Registration Information

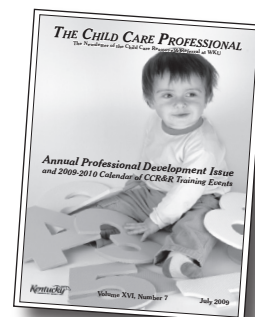
The Child Care Resource & Referral at WKU is the leading provider of quality, affordable training in the 10 counties of the Barren River Area Development District. The professional staff and consultants of the CCR&R provide Professional Development Training each month on a variety of topics, suitable for both new and veteran child care and family child care staff and administrators. Events are conveniently scheduled in the evening or on Saturdays and participants qualify for Child Care Training Credits.

This section of **THE CCR&R PROFESSIONAL** contains the registration form for an upcoming training event in the month of July 2009. Simply copy the registration form for yourself, your co-workers or colleagues to register for the training. Please complete and return your registration form(s) with payment by the date specified on each form. You may also register on-line for all CCR&R training at www.wku.edu/ccrr-wku. For additional details on scheduled events, please contact the CCR&R at (270) 745-2216 or (800) 621-5908.

The CCR&R reserves the right to cancel an event if enrollment criteria are not met or when conditions beyond our control prevail. In the event of cancellation, the liability of the CCR&R is limited to the refund of registration fees only.

Coming in the July Issue...

Get ready to plan ahead! The July edition of *THE CHILD CARE PROFESSIONAL* will be our annual professional development issue. In it you will find the 2009-2010 CCR&R Training Calendar, with the dates, topics, and locations of training for the upcoming year, as well as information on target audiences for each event. The staff at the CCR&R at WKU are excited about the new year and hope that the Training Calendar will be of assistance to you as you put together your Professional Development Plans for the year. We look forward to seeing you throughout the year!



You can also start planning now to attend a special *Professional Development Conference* which will be held on Saturday, August 15, 2009. We hope to see you there!

Congratulations to April Contest Winners!

The winners of the April **Provider Appreciation Day Question Contest** are:

- Melinda Boards of Melinda's Childcare;
- Kim Copeland of La Petite Academy; and
- Lana Bennett, Paula Bennett, and Mable Gregory from Bowling Green Christian Academy.

The April question was: ***"According to Kentucky child care regulations what items should be included in a First Aid kit?"*** The answer is liquid soap, adhesive bandages, sterile gauze, medical tape, scissors, a thermometer, flashlight, cold pack, First Aid book, disposable gloves, and a cardiopulmonary resuscitation mouthpiece protector. All of these individuals answered the question correctly and won a Mega Palace/Tunnel for their centers! **Thank You** to all of you who entered the contest leading up to the celebration of **Child Care Provider Appreciation Day!**

CCR&R Professional Development Training
ORIENTATION TRAINING FOR EARLY CARE & EDUCATION PROFESSIONALS
Tuesday, July 21, 2009
Room 104, Jones-Jaggers Hall, University Boulevard, WKU, Bowling Green, Ky

Morning Session: 9:00 a.m. - Noon

- BASIC HEALTH, SAFETY, AND SANITATION AND RECOGNIZING AND REPORTING CHILD ABUSE.** This is the first half in a mandatory session of six-hour training that all child care employees must attend during the first 90 days of employment. *Presenter: Jill Norris, CCR&R Manager. Target Audience: New Employees. CDA Subject Area: 1. Core Content: Health, Safety & Nutrition. Training Level: 1. **This session also functions as the Registered Providers Orientation.***

Afternoon Session: 1:00-4:00 p.m.

- RECOMMENDED PRACTICES.** This is the second half of the mandatory session of six-hour training that all child care employees must attend during the first 90 days of employment. *Presenter: Sherri Meyer, CRR&R Early Childhood Coordinator. Target Audience: New Employees. CDA Subject Area: 1. Core Content: Learning Environments & Curriculum, Child Growth & Development. Training Level: 1.*

Doors will open and participant check-in will begin at 8:30 a.m.
 Copy and share this form as necessary; print clearly and submit one form per person.

Registration Fee is \$40 per participant.

Register on-line at www.wku.edu/ccrr-wku OR return form with payment by July 10, 2009.

Registrations will be accepted after July 10, 2009 only if space is available, and an additional \$5 processing fee will be added to the Registration Fee. There will be no on-site registrations!

To receive CEU Credits, please check here and include an additional \$15 fee.

Name: _____ Position: _____

Age Group(s) Served: _____ Program Name: _____

Address: _____

City: _____ County: _____ State: _____ Zip Code: _____

Phone Number: _____ E-Mail Address for Confirmation (if available): _____

ECE-TRIS ID Info: Birth Date: ___ / ___ / ___ (Day/Mo/Yr) Last 4 Digits of SSN: _____

Check Enclosed Purchase Order # _____ Enclosed

Please bill my Credit Card (Visa, Mastercard, Discover): _____

Card Expiration Date: ___ / ___ Signature: _____

Please register on-line at www.wku.edu/ccrr-wku OR return completed registration form with payment to:

Child Care Resource & Referral, Western Kentucky University
1906 College Heights Blvd. #11098, Bowling Green, KY 42101-1098

ACCESSIBILITY NEEDS: Do you have a disability that requires special materials or services? Please explain: _____
 CANCELLATIONS: To avoid obligation for payment of fees or to obtain a refund, all cancellations must be received *in writing five working days prior to the event.*

Child Care Resource & Referral
Western Kentucky University
1906 College Heights Blvd. #11098
Bowling Green, KY 42101-1098

THE CHILD CARE PROFESSIONAL

The Newsletter of the Child Care Resource & Referral at WKU

June 2009