



Oregon Department of
**Early Learning
and Care**

Certified Center Rule Revisions and Changes

A presentation from the Child Care Licensing
Division





Navigating Zoom Webinar

To ensure the session runs smoothly:

- The chat function has been disabled for this session.
- Please use the Q & A tab at the bottom of the screen to submit questions, which will be addressed at the end of the session.

Not all questions may be answered during this session and CCLD may need to follow-up with a response.

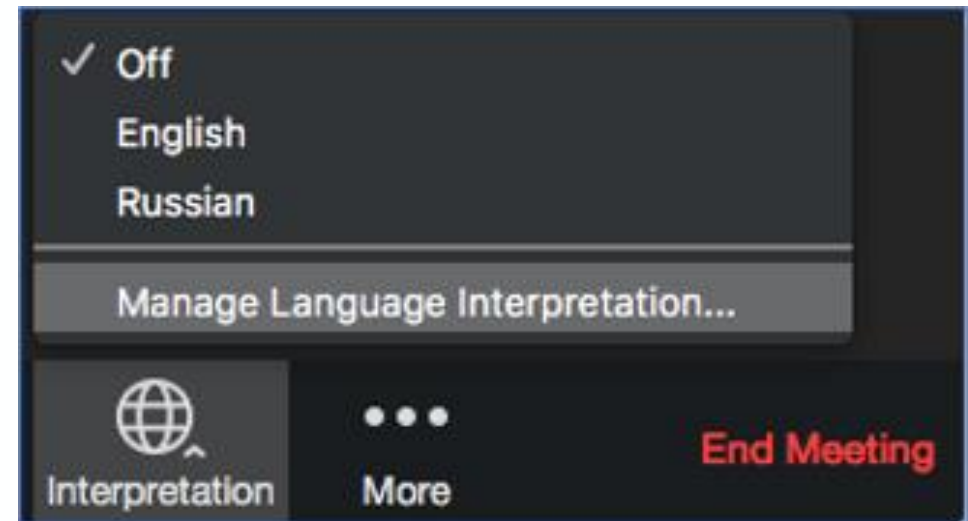
- If you have questions specific to your program, please contact your licensing specialist, who can follow-up with you directly.



Interpretation Available

Interpretación disponible

- Click the globe icon to select your language. You can find it in the bottom right corner.
- Presione el icono del mundo para seleccionar su idioma. Lo puede encontrar en la esquina derecha de su pantalla.





Introductions and Agenda

Agenda:

- ❖ Duties and Qualifications for Staff
- ❖ New Training Requirements
- ❖ Revisions for small programs and low enrollment days
- ❖ Prevention and Management of Hazards updates
- ❖ Outdoor Play Areas
- ❖ Medications
- ❖ Common Exceptions now allowed by rule
- ❖ New Policies and Notifications
- ❖ Safe Sleep
- ❖ Q & A

Your Hosts:

Alicia Gardiner – CCLD Director

Miriam Cecilia – Field Operations Director

Crystal Persi – Regional Manager

Karey Hudspeth – Regional Manager

Abby Strom – Child Care Initiatives Analyst

Roni Pham – Child Care Quality Specialist



Guiding Principals and Engagement

Guiding Principals of CCLD Rule Revision

Examine and remove barriers to align with feedback from the field

Plain language approach

Clarified existing CCLD practices/policies

Reorganized in a more logical manner (for example, all policies are listed under "Policies")

Alignment with Caring for our Children best practices, when possible

Create consistency across license types, when possible

Engagement with Child Care Community

Fall 2022

- Listening sessions with center representatives

Winter 2022

- Community Rule Revision Workgroup

Spring 2023

- Rulemaking Advisory Committee



Resources and Technical Assistance

- ✓ Video series available on the DELC website
- ✓ Updates to existing resources and development of new ones
- ✓ Licensing Specialists are here to help you
- ✓ CCLD knows there are a lot of changes and will approach compliance with the new rules through technical assistance.

Not all rules will be covered in today's presentation, so please use the resources available.

Duties and Qualifications of the Director (414-305-0320)

If a center's licensed capacity is less than 100 children, the director must be on site a minimum of one-third the weekly operating hours or **40 hours per week, whichever is less**, as documented by the center. The director may be responsible for multiple centers.

If a center's licensed capacity is more than 100 children, the director must be on site at least half of the weekly operating hours or **40 hours per week, whichever is less**, as documented by the center. The director may only be responsible for one center.

A director may serve as a teacher, if qualified, and have regular teaching duties when 40 or fewer children are on site.

Duties and Qualifications of a Teacher (414-305-0340)

- There is no longer a “head teacher” position.
- Added Certified Family (CF) and Registered Family (RF) experience as comparable care.
- Reduced the number of hours for experience to qualify from 1,500 to 750.
- Added the school-age teacher qualifications for those working in school-age only classrooms.
- Expanded the age groups for qualifying experience for preschool teachers
- Lowered the Oregon Registry step from 8 to 6.





Duties and Qualifications of Aides (414-305-0350)



- Simplified language for aide II covering for breaks
- Expanded duties for aide I
- Expanded options for aide II to function as a teacher



Aide I with CBR Enrollment



Can be unsupervised when:

- Taking a child or a group of children to the bathroom
- Providing minor medical treatment
- Supervising an ill child
- Supervising rest time (when all children are at rest)
- Supervising a group of children participating in a contracted service



Aide II

Can be unsupervised when:

- All times listed for an aide I
- Covering for teacher breaks
- Transporting children

Can function as a teacher when:

- Substituting for the primary teacher for up to 2 weeks
- Participating in a teacher training program





Teacher Training Program

- While in the training program the Aide II must complete 50 clock hours of training, Specifically, 10 in HGD, UGB, and LEC and 20 in two additional core knowledge categories of their choice.
- If working with infants and toddlers 25 of these 50 hours must be in I/T specific trainings.
- Twelve hours of training must be completed on a monthly basis
- Twice monthly feedback sessions must be held for four months.
- Documentation of training hours and feedback sessions must be kept.



New Training Requirements (414-305-0370 and 414-305-0380)

If a center is licensed to care for infants, all staff, except cooks, must now take the CCLD Safe Sleep training.

Aide IIs and substitutes are now required to have ongoing training hours just like teachers and directors if they work 240 or more hours in a licensing year.

Directors must complete or have evidence of completion of 10 hours of training in the Program Management (PM) Core Knowledge Category within the first 12 months after being named to the position.



Program Management Hours

All directors, current and future, must complete these 10 program management hours.

Current directors can work with their licensing specialists to develop a plan on when these hours need to be completed.

Previously completed training hours in program management count toward this requirement, as long as they are submitted and accepted by ORO.



Prevention and Management of Hazards (414-305-0840)

“Inaccessible to children” means **out of reach of children** by meeting one of the following requirements:

- Secured with a child safety device, such as a child safety cupboard lock or doorknob device;
- Locked, such as in a locked room, cupboard, or drawer;
- Behind a properly secured child safety gate; or
- In a cupboard or on a shelf that is not within reach of any surface from where a child could stand or climb.



Multi-Site Programs and Mixed-Age Ratio Table

"Multi-site Program" means a single organization oversees or administers multiple **single classroom** sites, in which no individual site has a licensed **capacity of more than 20**. In this program, director duties are shared between on-site personnel and a multi-site coordinator.

A certified child care center may operate within the ratio and group size in the Mixed-Age Ratio Table when:

- There are 16 or fewer children on site; or
- The center's licensed capacity is 16 or fewer children.



Outdoor Play Areas (414-305-0920)



Allows for use of outdoor space not connected to or in direct control of the facility.

Requirements for outdoor play equipment, use zone and protective surfacing.



Mixed-Age Ratio Table (414-305-0400)

Mixed-Age Ratio Table

Total Number of Children Present

		16	15	14	13	12	11	10	9	8	7	6	5
Number of Children Present Under the Age of Two	0	2	2	2	2	2	2	1	1	1	1	1	1
	1	2	2	2	2	2	2	2	2	1	1	1	1
	2	2	2	2	2	2	2	2	2	2	1	1	1
	3	2	2	2	2	2	2	2	2	2	2	1	1
	4	3	3	2	2	2	2	2	2	2	2	2	2
	5	3	3	3	3	2	2	2	2	2	2	2	2
	6	3	3	3	3	3	2	2	2	2	2	2	
	7	3	3	3	3	3	3	2	2	2	2		
	8	3	3	3	3	3	3	3	3	2			
	9	3	3	3	3	3	3	3	3				
	10	4	3	3	3	3	3	3					
	11	4	4	3	3	3	3						
	12	4	4	4	4	3							
	13	4	4	4	4								
	14	4	4	4									
	15	4	4										
	16	4											

Number of Caregivers Required



Medications (414-305-1030)

Allows for up to 12-month permission for chronic medical conditions and over-the-phone permission for single dose non-prescription medication.

Added: Medication inaccessible to children, and if it's only kept out of reach, in a container with tight-fitting lid.

Emergency medication may be placed in an unlocked container out of reach.

New: allows annual authorization from parent for nonmedical items (such as sunscreen) and centers do not have to document application of sunscreen.

Removed: Prohibiting of aerosol sunscreen (but must be applied according to instructions).



Common Exceptions Now Allowed by Rule

- Adjacent bathrooms for older toddler classrooms
- Electronic storage of forms
- Director acting as teacher when less than 40 on-site
- No naptime for preschool programs under 6 hours
- Emergency medication storage
- No attached outdoor space
- Parents may opt-out of milk service





New Notifications (414-305-0270)

A high level overview of this new section includes:

- New time line of "by **5:00 pm next business day**" to report to CCLD
- New notification requirements for families that are required **immediately**
- New notification requirements for families that are required at **pick-up time**.

We encourage you to really read through this section to note the changes but there is also a new document that lists all notifications



New Policies (414-305-0200)

- Monitoring of sleeping infants.
- Center philosophy.
- Center-sponsored religious and cultural activities, if any.
- How staff must proceed if a child is displaying inappropriate behaviors that could endanger themselves or the safety of others.



Safe Sleep (414-305-0630)

Updates to the Safe Sleep section:

- Monitor while sleeping
- Rolling front to back or back to side is okay
- No blankets or linens over their head, face at any time
- Headwear now disallowed
- Weighted blankets, clothing, or objects now disallowed
- Allowance to hold a sleeping infant so long as provider is attentive
- No items may be placed over the top of or on sides of a crib, etc.
- Allowance to finish activity if infant falls asleep while in a carrier





Question and Answer Time





Thank you!

Please contact your licensing specialist with specific questions about your program.

Numerous resources and support documents will be on our website (oregon.gov/DELIC) after January 1st.

Videos have been posted to DELC's YouTube channel. Search for Oregon Child Care Center Rules and you should find them. If you can't, ask your licenser to help.