



## WHAT HAPPENS WHEN WORLDS COLLIDE?

How the world of regulation intersects with the world of nutrition & physical activity in child care.

# INTRODUCTION

- Presenters:
  - Katina Lugo & Flossie A. Wagner
    - State Licensing Surveyors (we'll tell you more later)
    - Also participate in various cross-agency and intra-agency committees & projects
      - (you know that line “...and other duties as assigned...”)
      - Including the EMPOWER Program & Training opportunities
  - Backgrounds
  - Licensing's role in the Empower Program



**SOME DAYS IT FEELS LIKE OUR JOBS TRIGGER THIS**

As wonderful as new opportunities can be, we frequently find ourselves running into unforeseen obstacles in the course of pursuing them.

The world of regulated child care can be welcoming once the required parameters are clear for everyone.



A LITTLE KNOWLEDGE ALLOWS A SMOOTHER BLEND

GOALS  
TODAY:

Understand  
the  
parameters

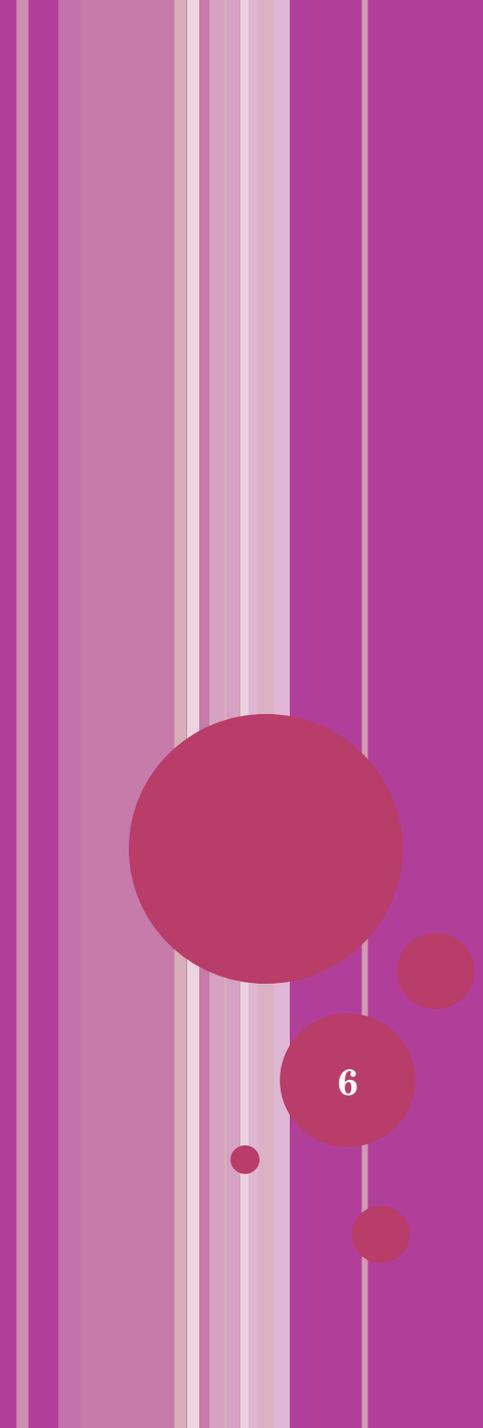
Recognize  
the  
vocabulary

Don't let  
enthusiasm  
overwhelm  
necessity

Recognize  
when  
opportunity  
can enhance  
necessity

# YOU & THE BUREAU OF CHILD CARE LICENSING

- Who are we?
- What do we do?
- How does this impact day-to-day operations & activities in child care facilities?
- How can this impact your involvement in child care?
- Where can you get answers?

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# THE BCCL: WHO ARE WE AND WHAT DO WE DO?

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What do you already know?



# AGENCY ORGANIZATIONAL CHART

Arizona Department of Health  
Services (DHS)

Division of Public Health  
Licensing Services

**Bureau of Child Care  
Licensing (BCCL)**

# OTHER STATE AGENCIES YOU MAY BE FAMILIAR WITH ...



Dept. of Child  
Safety

Developmental  
Disabilities  
(certifying)  
Benefits Eligibility  
(nutrition)  
AZ Early Invention  
Program (child  
care)

Food Program  
administration  
AZ Farm to School  
Family, School and  
Community  
Partnerships

# BUREAU OF CHILD CARE LICENSING (BCCL)

Established to ensure the health, safety and well-being of children in child care facilities.

Responsible for:

- The development of adequate standards to address the physical space, equipment, programs and services;
- Verifying the qualifications of applicants and facility personnel.



# BUREAU OF CHILD CARE LICENSING

- Regional offices have been established in Phoenix and Tucson.
- Licensing staff provide services to licensees throughout the state of Arizona.



# BUREAU OF CHILD CARE LICENSING

Also responsible for:

- Conducting compliance inspections;
- Providing technical assistance;
- Providing training resources;
- And investigating complaints for licensed and unlicensed activities.



TRAINING



# A FEW DEFINITIONS BEFORE WE GET STARTED:

Licensing Term	Definition
<b>BCCL:</b>	Bureau of Child Care Licensing
<b>Certificate Holder:</b>	A person to whom the Department has issued a certificate
<b>Department:</b>	The Arizona Department of Health Services, Public Health Services Licensing Division – for you, the Bureau of Child Care Licensing
<b>Enrolled child:</b>	A child who is not a resident, and for whom you are providing child care services (for compensation)
<b>Hours of operation:</b>	The specific days of the week and time period during a day when child care services are provided on a regular basis
<b>Provider:</b>	A person who lives in the home, is qualified, has completed this Orientation, has a complete file – AND who works at the home providing child care services, and supervises other staff members
<b>Resident:</b>	A person using the home as their principal place of habitation for 30 days or more during the calendar year
<b>Staff member:</b>	An individual who works at a child care group home providing child care services
<b>Facility / Center / Home:</b>	These terms refer to the DHS licensed entity.

# REGULATIONS – RULES & STATUES

How this impacts day-to-day child care

AND

Some of the rules that child care providers have to consider as they implement their nutrition and physical activity programs

R9-5-501

## GENERAL CHILD CARE PROGRAM, EQUIPMENT AND HEALTH AND SAFETY STANDARDS

A licensee shall ensure the health, safety, or welfare of an enrolled child is not placed at risk of harm;

Drinking water needs to be accessible to children in all activity areas;

For school-age children, drinking water needs to be available in a sufficient quantity.



# GENERAL PROGRAM, EQUIPMENT AND HEALTH & SAFETY STANDARDS

- **Supervise** each child at all times
- **Play** and **communicate** with an enrolled child throughout the day
- **Respond** immediately to the distress signals of a child
- Ensure the areas of the facility are **maintained** free from hazards.



## SUPPLEMENTAL STANDARDS FOR CARE OF AN ENROLLED INFANT OR ONE- OR TWO-YEAR-OLD



- A child is **not** allowed to spend **more than 30 consecutive** minutes while awake in the following:

- a crib, playpen, swing, feeding chair, infant seat, or other confining piece of equipment.

- **Staff can benefit by having additional activity ideas as an alternative to confinement**



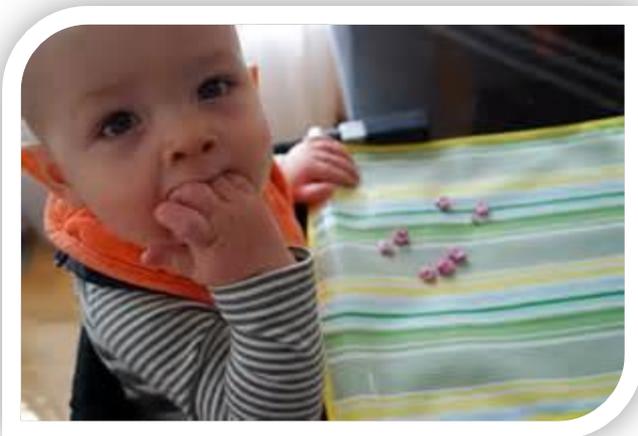
**Note:** A child cannot be put consecutively into confining equipment.



RULES RELATING TO FEEDING ARE INTENDED TO HELP STAFF ENCOURAGE SELF-FEEDING SKILLS, INCLUDING MAKING CHOICES ABOUT THE FOOD...

Feeding an infant who is no longer being held for feeding or a one- or two-year-old child:

- Seat the child
    - In a feeding chair (with safety strap fastened)
- OR
- At a table with a chair that allows the infant or child to reach food while sitting



# GENERAL NUTRITION AND MENU STANDARDS



During each week, meals include a **variety** of foods (See meal pattern requirements in table 4.2)

- The table referenced here is based on the CACFP standards & requirements
- The rules allow for individual food requirements



**Table 4.2. Meal Pattern Requirements for Children**

Food Components	Ages 1 through 2 years	Ages 3 through 5 years	Ages 6 and Older
<b>Breakfast:</b> 1. Milk, fluid 2. Vegetable, fruit, or full-strength juice 3. Bread and bread alternates (whole grain or enriched): Bread or cornbread, rolls, muffins, or biscuits or cold dry cereal (volume or weight, whichever is less) or cooked cereal, pasta, noodle products, or cereal grains	1/2 cup 1/4 cup 1/2 slice 1/2 serving 1/4 cup 1/4 cup	3/4 cup 1/2 cup 1/2 slice 1/2 serving 1/3 cup 1/4 cup	1 cup 1/2 cup 1 slice 1 serving 3/4 cup 1/2 cup
<b>Lunch or Supper:</b> 1. Milk, fluid 2. Vegetable and/or fruit (2 or more kinds) 3. Bread and bread alternates (whole grain or enriched): Bread or cornbread, rolls, muffins, or biscuits or cold dry cereal (volume or weight, whichever is less) or cooked cereal, pasta, noodle products, or cereal grains 4. Meat or meat alternates: Lean meat, fish, or poultry (edible portion as served) or cheese or egg or cooked dry beans or peas*	1/2 cup 1/4 cup total 1/2 slice 1/2 serving 1/4 cup 1/4 cup 1 oz. 1 oz. 1/2 egg 1/4 cup	3/4 cup 1/2 cup total 1/2 slice 1/2 serving 1/3 cup 1/4 cup 1 1/2 oz. 1 1/2 oz. 3/4 egg 3/8 cup	1 cup 3/4 cup total 1 slice 1 serving 3/4 cup 1/2 cup 2 oz. 2 oz. 1 egg 1/2 cup
or peanut butter, soy nut butter, or other nut or seed butter or peanuts, soy nuts, tree nuts, or seeds or an equivalent quantity of any combination of the above meat/meat alternates or yogurt	2 tbsp** 1/2 oz.** 4 oz.	3 tbsp** 3/4 oz.** 6 oz.	4 tbsp** 1 oz.** 8 oz.
<b>Snack: (select 2 of these 4 components)***</b> 1. Milk, fluid 2. Vegetable, fruit, or full-strength juice 3. Bread and bread alternates (whole grain or enriched): Bread or cornbread, rolls, muffins, or biscuits or cold dry cereal (volume or weight, whichever is less) or cooked cereal, pasta, noodle products, or cereal grains 4. Meat or meat alternates: Lean meat, fish, or poultry (edible portion as served) or cheese or egg or cooked dry beans or peas* or peanut butter, soy nut butter, or other nut or seed butter or peanuts, soy nuts, tree nuts, or seeds or an equivalent quantity of any combination of the above meat/meat alternates or yogurt	1/2 cup 1/2 cup 1/2 slice 1/2 serving 1/4 cup 1/4 cup 1/2 oz. 1/2 oz. 1/2 egg 1/8 cup 1 tsp 1/2 oz. 2 oz.	1/2 cup 1/2 cup 1/2 slice 1/2 serving 1/3 cup 1/4 cup 1/2 oz. 1/2 oz. 1/2 egg 1/8 cup 1 tsp 1/2 oz. 2 oz.	1 cup 3/4 cup 1 slice 1 serving 3/4 cup 1/2 cup 1 oz. 1 oz. 1/2 egg 1/4 cup 2 tbsp 1 oz. 4 oz.
* In the same meal service, dried beans or dried peas may be used as a meat alternate or as a vegetable; however, such use does not satisfy the requirement for both components. ** At lunch and supper, no more than 50% of the requirement shall be met with nuts, seeds, or nut butters. Nuts, seeds, or nut butters shall be combined with another meat or meat alternative to fulfill the requirement. Two tablespoons of nut butter or one ounce of nuts or seeds equals one ounce of meat. *** Juice may not be served when milk is served as the only other component.			

# GENERAL NUTRITION AND MENU STANDARDS

- Juice:

- Pasteurized
- 100% strength
- Served from original container, or as directed if reconstituted



- Don't serve:

- Sweetened beverages
- High fat or high sugar foods more than twice a week



- Maintain enough food to serve all meals & snacks to each child attending in a single day.

# GENERAL NUTRITION AND MENU STANDARDS



- **Washing hands** with soap & running water
  - **Staff** - Before & after handling or serving food
  - **Children** – Before & after handling or eating food
  
- Use washcloth, paper towel, disposable wipe, or soap & running water
  - For children who cannot wash their own hands, or need help
  - Discard or launder cloth/towel after using once

- **Weekly menu:**
  - Specific foods
  - Dated
  - Written substitutions

Menu Planner for Child Care WEEK OF: \_\_\_\_\_

DATE:	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
<u>BREAKFAST</u>							
<u>AM SNACK</u> At least 2 components							
<u>LUNCH</u>							
<u>PM SNACK</u> At least 2 components							
<u>DINNER</u>							
<u>EVENING SNACK</u>							

# GENERAL FOOD SERVICE AND FOOD HANDLING STANDARDS

- **Encourage**, but never force, a child to eat
- **Assist** children who need assistance
- **Teach** self-feeding skills and habits of good nutrition
- Do not allow eating directly off floor, carpet or ground



**Food prepared does NOT present a choking hazard**



## Utensils, Food service items

- Children do not share
- Bottles & sippy cups marked
- Disposable items thrown away
- If not disposable, items are washed
  - Dishwasher
  - Hot soapy water, air or heat dried



# GENERAL FOOD SERVICE AND FOOD HANDLING STANDARDS



## Storage

- Perishable foods are covered and stored in a refrigerator
- Thermometers in refrigerator & freezer indicate storage temperatures
  - 41°F or below – fridge
  - 0° F or below – freezer



## Preparation & Service

- Food must be handled and served according to basic food safety requirements
  - Local counties are responsible for monitoring
- Local County authorities also oversee requirements/restrictions for GARDENING and cooking activities

# OUTDOOR ACTIVITY AREA STANDARDS

## OUTDOOR AREA:

- Shaded areas – accommodate all children
- Fence or wall
- Play equipment arranged to:
  - Eliminate hazards
  - Minimize conflicts between children
- Note that climbing equipment is NOT required
  - Staff benefit by having additional ideas for outside games appropriate to the children's ages



## OUTDOOR ACTIVITY AREA STANDARDS



If fall zones do exist, the rules require a resilient surface.

## GENERAL PROGRAM, EQUIPMENT AND HEALTH & SAFETY STANDARDS

Licensees are required to have a variety of toys, materials, and equipment for children that are appropriate to the ages of the children at the home



# GENERAL PROGRAM, EQUIPMENT AND HEALTH & SAFETY STANDARDS

- Providers are required to prepare and document the schedules and activities planned for the children
- Activities should be age-appropriate and involve a variety of opportunities for:
  - Large- and small-motor movement
  - Social interaction and language development
  - Health, safety and nutritional habit development
- The plans/schedules must include self-directed and teacher-directed activities



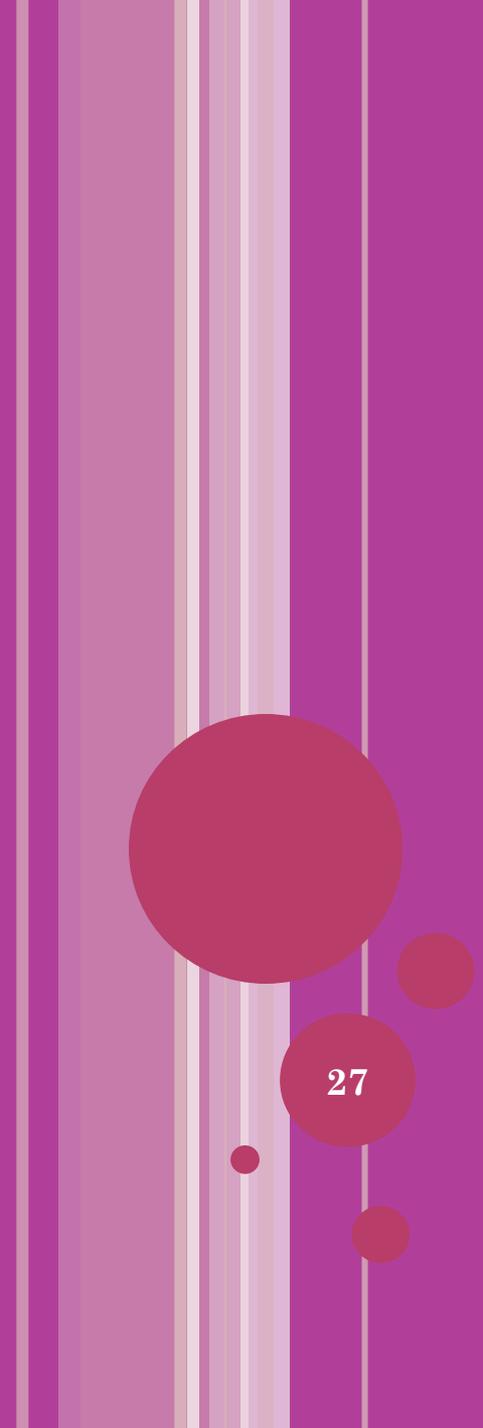
**Suzie @ Care**

### Our Weekly Schedule

Week of: \_\_\_\_\_

TIMES	ACTIVITIES	NOTES
6:30 – 8:00	Arrival, free play	
8:00 – 8:30	Breakfast	
8:30 – 8:45	Clean up: Bathroom break, wash hands	Puzzles, book corner, blocks, manipulatives
8:45 – 9:15	Circle time, stories, songs, dance	
9:15 – 10:00	Clean up: Bathroom break, wash hands	
10:00 – 10:15	Morning Snack	
10:15 – 11:30	Outdoor Play / Indoor Play / Craft activity	
11:30 – 11:45	Clean up: Wash Hands, get ready for lunch	Kick the ball game; Restaurants; Hatmaking
11:45 – 12:00	Transition to Lunch	
12:00 – 12:30	LUNCH	
12:30 – 12:45	Clean up: Bathroom break, wash hands	
12:45 – 1:00	Stories, quiet songs	
1:00 – 3:00	Rest time	
3:00 – 3:30	Clean up for Snack: SNACK TIME	Raining Meatballs, Stone Soup
3:30 – 5:30	Free Play – outdoor / indoor	Quiet activities: books, paper dolls, puzzles
5:30 – 6:00	Clean up, stories, songs	Play dough w/ tools; hot wheel tracks + blocks

ing on weather and children's engagement!

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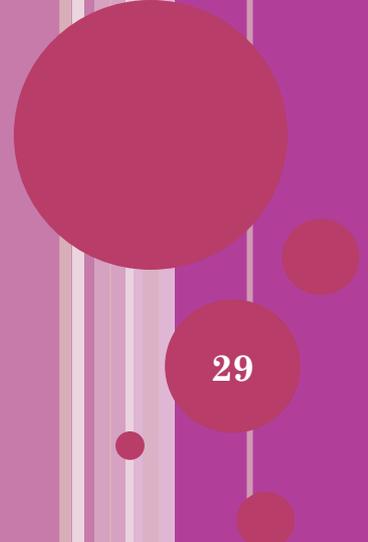
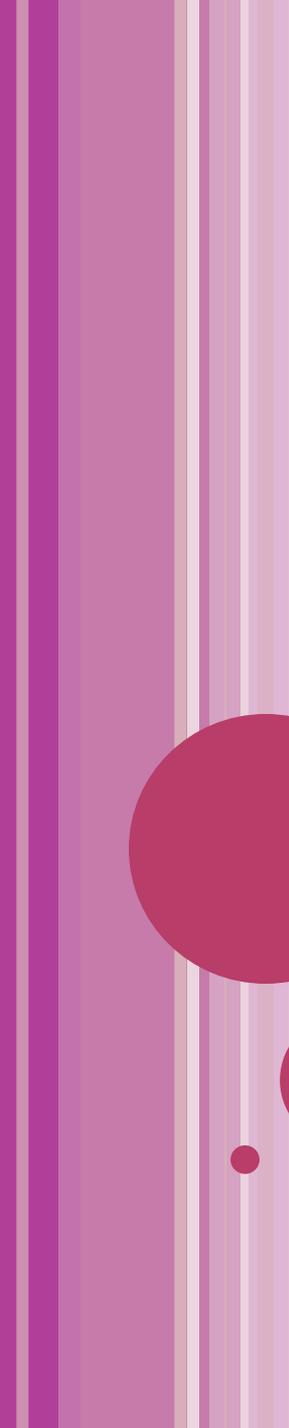
# HOW DOES REGULATION IMPACT YOU?

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What do you need to know?  
How can we play together?

Now...





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## WHERE TO GET MORE INFO

Online

In person

Telephone

# ONLINE:

# WWW.AZDHS.GOV/LICENSING/CHILDCARE-FACILITIES

The screenshot shows the Arizona Department of Health Services website. At the top, there is a search bar and the logo for the Arizona Department of Health Services. Below the logo is the text "Arizona Department of Health Services" and "Health and Wellness for all Arizonans". The main navigation menu includes "HOME", "AUDIENCES", "TOPICS", "DIVISIONS", and "A-Z INDEX". A "Google Custom Search" box is also present. The page title is "Child Care Facilities Licensing". Below the title is a breadcrumb trail: "ADHS Home / Public Health Licensing Services / Child Care Facilities Licensing - Home".

The main content area is divided into a left sidebar and a main grid. The sidebar contains a "Home" button and several menu items: "Enforcement Action Search", "Online Complaint Form", "Parent & Community Information", "Provider Information", "Rules & Regulations", "Training", "Emergency Preparedness", "News & Publications", "Additional Resources", "About Us", and "Contact Us".

The main grid features a "Home" section with a list of news items: "NEWS from DPS - Online Application for Fingerprint Clearance Cards", "Disaster Emergency Evacuation Preparedness™ Online Training for child care providers", "Online Payment Services are available for facilities to pay their licensing fee", and "Changes in licensing fee payment process beginning JUNE 1, 2016 - see Applications page".

Below the news section are eight featured tiles, each with an image, a title, and a brief description:

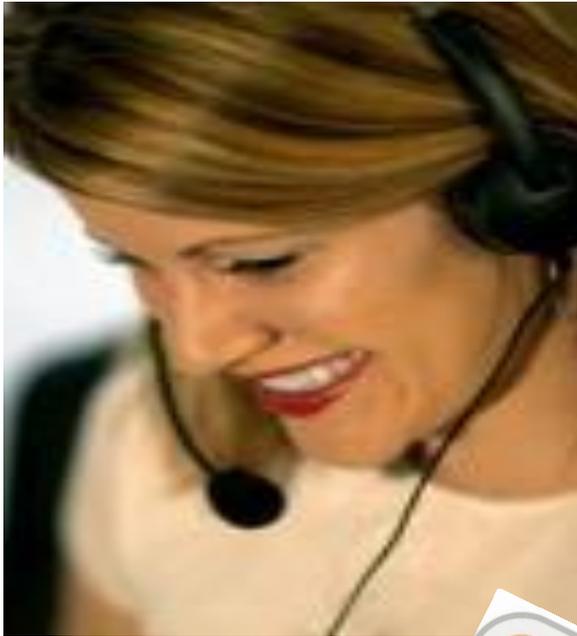
- AZ Care Check:** A searchable database of deficiencies and enforcement actions in licensed facilities.
- Online Complaint Form:** Do you have concerns about a child care facility in your area?
- Parent & Community:** Get the info to help you make informed decisions about child care.
- Rules & Regulations:** Learn more about child care center rules and regulations.
- Providers:** Find forms, applications & information related to licensing & certification.
- Training:** Find the latest resources available to providers, parents, and consumers.
- Empower:** Reduce your licensing fees by teaching kids to make healthy choices regarding nutrition and physical activity.
- Emergency Preparedness:** Get ready for the next emergency situation.

At the bottom of the page, there is a footer with the Arizona Department of Health Services address: "150 North 18th Avenue, Phoenix, Arizona 85007". It also includes social media icons for Twitter, Facebook, YouTube, WordPress, Pinterest, Instagram, and Google+, along with a "Like" button and a "Connect with ADHS" link.

# The Child Care Licensing Surveyor

## A Child Care Licensing Surveyor:

- Is available Monday through Friday, from 8 a.m. until 5 p.m.
- Responds to inquiries



- Phoenix Office  
(602) 364-2539
- Tucson Office  
(520) 628-6541
- Toll-Free 1-800-615-8555



Bureau of Child Care Licensing  
150 N 18<sup>th</sup> Ave. Suite 400  
Phoenix, AZ 85007



# The End

WELCOME TO THE WORLD OF LICENSED CHILD CARE

Together we can partner to:

Bridge gaps

AND

Create great environments and opportunities for children to play and grow

[www.azdhs.gov](http://www.azdhs.gov)

602-364-2539

Presented by:

Katina Lugo

Flossie A. Wagner

State Licensing  
Surveyors

Bureau of Child  
Care Licensing