

United Way Promises for Children, Weld Counties Early Childhood Council in coordination with the Colorado Department of Human Services, Office of Early Childhood has provided the following resources to ensure that the requirements as defined in the Colorado Child Care Disaster Plan are met

Helpful Information/links

Emergency Plan:

http://docs.wixstatic.com/ugd/97dde5_7b8a74400dd6458f9de6e2e855eba851.pdf

Templates:

http://docs.wixstatic.com/ugd/97dde5_d9e585aad05e4157b39aec8235d95c32.pdf

7.707.37 Administrative Records and Reports [Rev. eff. 1/1/10]

C. The home must have a written plan and emergency response procedures that explain, at a minimum, the life saving procedures that will be followed, and how the home will function during a fire, severe weather, lockdown, reverse evacuation, or shelter-in-place emergency situation. The plan must include, but not be limited to:

1. Prompt notification of parents or guardians;
2. When local authorities will be notified; and
3. How emergency transportation will be provided.

<http://www.coloradoofficeofearlychildhood.com/health-and-safety>

Health and Safety Requirements

The Division of Early Care and Learning is responsible for the administration of health and safety [rules and requirements](http://www.coloradoofficeofearlychildhood.com/rulesandregulations) for licensed child care facilities.

These requirements include, but are not limited to:

- Building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water and vehicular traffic
- Administration of medication, consistent with standards for parental consent
- Emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence at a child care facility)
- First aid and cardiopulmonary resuscitation
- Handling and storage of hazardous materials and the appropriate disposal of bio contaminants
- Precautions in transporting children
- Prevention and control of infectious diseases, including immunization
- Prevention of and response to emergencies due to food and allergic reactions
- Prevention of shaken baby syndrome and abusive head trauma
- Prevention of sudden infant death syndrome and use of safe sleeping practices

The Division of Early Care and Learning requires professionals working in child care facilities to complete training related to each health and safety requirement. Many of these trainings are currently available on-demand and free through the [Colorado Shines Professional Development and Information System](https://ecpd.costartstrong.org/ets/welcome.aspx) <https://ecpd.costartstrong.org/ets/welcome.aspx> or other [training resources](http://www.coloradoofficeofearlychildhood.com/training) <http://www.coloradoofficeofearlychildhood.com/training>

Child Abuse and Neglect Mandatory Reporting

All licensed child care providers are mandated reporters of suspected or known child abuse or neglect. Call the statewide hotline, 1-844-CO-4-KIDS, to report suspected child abuse or neglect.

Some of the warning signs of abuse and neglect may include:

- Unexplained injuries
- Changes in behavior
- Fear of going home
- Changes in eating or sleeping patterns
- Inappropriate sexual behaviors

Child Care Injury Reporting and Prevention

Injury Reporting Requirements

The Division of Early Care and Learning utilizes an [Online Injury Reporting System](https://chats.state.co.us/InjuryReport/) <https://chats.state.co.us/InjuryReport/> Child care providers must complete a report when a child in care has received emergency medical attention, has been hospitalized or if there has been a fatality.

Child care providers are required to complete the [Online Injury Reporting System](https://chats.state.co.us/InjuryReport/) <https://chats.state.co.us/InjuryReport/> within 24 hours of an incident. If a provider is unable to access the online system, you must use the [paper form](http://docs.wixstatic.com/ugd/97dde5_fe327e4f96a5407bbd5015b1f1a07578.pdf) (Attached) http://docs.wixstatic.com/ugd/97dde5_fe327e4f96a5407bbd5015b1f1a07578.pdf and submit the form to the Division of Early Care and Learning within 24 hours of the incident. Other injuries not requiring medical attention can be documented using the Accident/Injury Report Form developed by each facility. Child care providers must ensure that parents are notified of ALL injury or accident reports. In some cases, the local Child Protective Services office should be notified when an injury occurs. Examples include unexplained injuries, injuries that were not observed by an adult, an infant receiving the incorrect breast milk, near drowning, or burns.

Contact your licensing specialist for questions or assistance completing a report or refer to the following resources:

- [Online Injury Reporting Tutorial \(Video\)](https://www.youtube.com/watch?v=Ec2xValrn8o&feature=youtu.be) <https://www.youtube.com/watch?v=Ec2xValrn8o&feature=youtu.be>
- [Injury Reporting FAQ](http://docs.wixstatic.com/ugd/97dde5_ef3f81fa08c6449393c56a84d66705e7.pdf) http://docs.wixstatic.com/ugd/97dde5_ef3f81fa08c6449393c56a84d66705e7.pdf

Child Care Injury Prevention - Falls

Falls are the number one cause of injury requiring medical care in child care facilities. With this information in mind, the Office of Early Childhood developed a resource, [Injury Prevention - Falls: What Every Child Care Provider Should Know](http://docs.wixstatic.com/ugd/97dde5_e9bc7cde9a3a4430bbe50acea747a8dc.pdf) http://docs.wixstatic.com/ugd/97dde5_e9bc7cde9a3a4430bbe50acea747a8dc.pdf to provide child care programs with tips and other information regarding how to prevent and minimize the amount of falls that occur in child care environments.

Social-Emotional and Behavioral Health

Early Childhood Mental Health Specialists

The Colorado Early Childhood Mental Health Specialists (ECMH Specialists) seek to create nurturing environments and relationships in early care and learning settings that foster mental health and wellbeing among children, families and staff. This involves building the knowledge and skills of early care and learning providers, promoting best practices regarding social and emotional development, and the timely provision of early childhood mental health support, especially for those children at higher risk because of behavioral difficulties and disabilities. This program also focuses on prevention and early identification of concerns or problems that could lead to greater challenges.

The ECMH Specialists program may provide services:

1. While working within a specific early care and learning setting. They have a regular, planned schedule when they are on site at the program, and can be available for program- and child-specific consultation.
2. As a result of a request for consultation by either a parent or program, which can focus on the setting, the classroom, or a child's needs.

In addition to early childhood mental health consultation, an ECMH Specialist provides ancillary services in their community that may include: provider, staff and parent education; consultation to other early childhood serving systems; and community training on topics relevant to social and emotional development. The ECMH Specialist can also assist in making referrals for additional resources and/or when counseling or therapy is needed.

View current [Early Childhood Mental Health Specialists](#)

http://docs.wixstatic.com/ugd/97dde5_220adcd8685d4b88a79b060221cd6325.pdf

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Additional Resources

- [Zero to Three](https://www.zerotothree.org/) <https://www.zerotothree.org/> general early childhood information
- [Georgetown University](https://www.ecmhc.org/) <https://www.ecmhc.org/> information on mental health consultation
- [Head Start](https://eclkc.ohs.acf.hhs.gov/hslc/tta-system/health/mental-health/ec-mental-health-consultation/mh-consultation-tool) <https://eclkc.ohs.acf.hhs.gov/hslc/tta-system/health/mental-health/ec-mental-health-consultation/mh-consultation-tool> interactive tool about mental health consultation in child care and home visiting

Child Care Policies on Suspensions and Expulsions

Licensed Child Care Centers must have policies in place regarding guidance, positive instruction, supporting positive child behavior, and discipline and consequences. These policies must identify how the Child Care Center will:

- Access an early childhood mental health consultant or other specialist, as needed.
- Create and maintain a socially and emotionally respectful early learning and care environment.
- Cultivate positive child, staff and family relationships.
- Implement teaching strategies supporting positive behavior, pro-social peer interaction, and overall social and emotional competence in young children.
- Provide individualized social and emotional intervention supports for children who need them, including methods for understanding child behavior and developing, adopting, and implementing a team-based positive behavior support plan with the intent to reduce challenging behavior and prevent suspensions and expulsions.

Child Care Centers must also have policies in place defining how decisions are made and what steps are taken prior to the suspension, expulsion or request to parents or guardians to withdraw a child from care due to concerns about the child's behavioral issues. Procedures must be consistent with the center's policy on guidance, positive instruction, discipline and consequences, and include documentation of the

steps taken to understand and respond to challenging behavior. Early Childhood Mental Health Specialists can be part of the team that works together with programs to improve social and emotional environments and relationships, and support children who are exhibiting challenging behavior.

Disaster Preparation Resources

- CDC Emergency Preparedness
<https://emergency.cdc.gov>
- American Red Cross - People with Disabilities
<http://www.redcross.org/prepare/location/home-family/disabilities>
- FEMA People with Disabilities Disaster Prep
https://www.fema.gov/pdf/library/pfd_all.pdf
- FEMA Water and Food Prep
<https://www.fema.gov/pdf/library/f&web.pdf>
- American Red Cross Disaster & Safety Library
<http://www.redcross.org/get-help/prepare-for-emergencies/types-of-emergencies>
- CDC Flu Information
<https://www.cdc.gov/flu/school/>
- American Red Cross Flu Checklist
http://www.redcross.org/images/MEDIA_CustomProductCatalog/m4340140_SeasonalFluChecklist.pdf
- The National Child Traumatic Stress Network - Flu Fact Sheet
http://www.nctsn.org/sites/default/files/assets/pdfs/Pandemic_Flu_Factsheet.pdf
- American Red Cross Power Outage Checklist
http://www.redcross.org/images/MEDIA_CustomProductCatalog/m4340180_PowerOutage.pdf
- American Red Cross Coping with Shelter-In-Place Emergencies
http://www.redcross.org/images/MEDIA_CustomProductCatalog/m17540377_Coping_with_ShelterinPlace_Emergencies.pdf
- The National Child Traumatic Stress Network - Helping Children Cope after a Tornado
http://www.nctsn.org/sites/default/files/assets/pdfs/parents_talk_to_children_about_tornadoes.pdf
- Zero to Three - Helping Children Cope Through Traumatic Events
<https://www.zerotothree.org/resources/1094-helping-young-children-cope-after-exposure-to-a-traumatic-event>
- American Red Cross Winter Storm Safety Checklist
http://www.redcross.org/images/MEDIA_CustomProductCatalog/m4240231_WinterStorms.pdf