



ECELS' Index of Resource Tools for Child Care Center Safety Hazards & Emergency Preparedness

- **Situations that Require Immediate Medical Attention** (flyer available on our website- <http://www.ecels-healthychildcarepa.org>)
- **Emergency Information Form for Children with Special Needs** (2-page form available on our website- www.ecels-healthychildcarepa.org)
- **Model Child Care Health Policies, 2002- 4th edition** (yellow, soft cover book, all available on our website- www.ecels-healthychildcarepa.org)
- **Managing Infectious Diseases in Child Care and Schools, A Quick Reference Guide** (to order, visit www.aap.org)
- **ECELS' Fact Sheets, Fall 2001 edition** (yellow cover, all available on our web site- www.ecels-healthychildcarepa.org)
- **PA Code-Chapter 3270: DPW Regulations for Child Day Care Centers** (blue booklet available from regional DPW offices)
- **Caring for Our Children: National Health and Safety Performance Standards for Out-of-Home Child Care, 2002-2nd edition** (available on our website-[ecels-healthychildcarepa.org](http://www.ecels-healthychildcarepa.org) or at National Resource Center for Health & Safety in Child Care website: <http://nrc.uchsc.edu>)

Safety Hazards/Emergencies which Impact Child Care Centers

1. Emergencies: “Situations that Require Immediate Medical Attention”

These resources address the appropriate documentation of situations that require immediate medical attention:

- See www.ecels-healthychildcarepa.org for **Situations that Require Immediate Medical Attention**-also found in “PA AAP First Aid Course for Child Care Providers” participant packet
- **Emergency Information Form for Children with Special Needs**
- **Model Child Care Health Policies:** Appendix L
- **Preparing for Illness:** p. 2-5
- **Managing Infectious Diseases in Child Care and Schools** p.27
- PA-DPW Regs: 3270.132

2. Handling Illness and Injury

These resources address who decides if a child needs urgent medical care, how to call 911 in an emergency, parental notification in case of an emergency, and how current medical information is given to EMS about a child with a special health need:

- **Emergency Information Form for Children with Special Needs**
- See “PA AAP First Aid Course for Child Care Providers” participant packet for flyer “Situations that Require Immediate Medical Attention”
- **Model Child Care Health Policies:** p. 5-10; Appendix B, C, D, G, H, J, K, L, M, O, S
- **Preparing for Illness**
- **Managing Infectious Diseases in Child Care and Schools:** p.27-30
- PA-DPW Regs: 3270.117, 124, 131-138
- **ECELS' Fact Sheets**

3. Medication Policy

These resources address parental consent, who administers medication, written medication administration instructions, and medication labeling requirements:

- **Emergency Information Form for Children with Special Needs**
- **Model Child Care Health Policies:** p. 7-8; Appendix M, N
- PA-DPW Regs: 3270.133 (Note: Federal law & Americans with Disabilities Act (ADA) makes obsolete the statement that centers are not required to give medications or special diets)

4. Emergency Phone Numbers

These resources address how to access emergency contacts for the children and staff within 1-2 minutes, what information to give when calling 911/EMS, and the need to update emergency contacts every 6 months:

- **Emergency Information Form for Children with Special Needs**
- **Model Child Care Health Policies:** p. 9; Appendix C, Q (emergency preparedness section)
- PA-DPW Regs: 3270.74, 124, 132

5. Evacuation Procedure and Evacuation Log

These resources address the frequency (at least every 40 days) and variability of evacuation drills (different time of day and location), evacuation staff assignments, evacuation destination, procedures to evacuate children who need special assistance, who will carry out attendance and emergency contact information from the building, and methods to account for every child and adult in the building:

- **Emergency Information Form for Children with Special Needs**
- **Model Child Care Health Policies:** p. 10-13; Appendix P, Q (emergency preparedness section)
- PA-DPW Regs: 3270.91, 94

6. Other Facility Emergencies and Natural Disasters

These resources address the procedure for closing due to storm or other natural disasters, power failures, and how to call for help and contain danger if fire is suspected:

- **Model Child Care Health Policies:** p. 10-13; Appendix P, Q (emergency preparedness section)
- PA-DPW Regs: 3270.20, 74, 91

7. Sign-In and Release Procedures

These resources address sign-in and sign-out procedures, how the staff will verify authorized caregivers before release of a child, policy for handling unauthorized persons seeking custody, security measures to prevent entry of potentially threatening individuals, and how to handle someone under the influence of drugs or alcohol:

- **Model Child Care Health Policies:** p. 12-13; Appendix F, H
- PA-DPW Regs: 3270.117, 123, 171

8. Hazard Identification and Correction, Including Injury Log

These resources address methods of monthly hazard inspections, routine preparation of injury reports, and review of injury reports to identify hazards and injury patterns for corrective action and prevention:

- **Model Child Care Health Policies:** p. 9 (E.4), 13, 26 (A.3); Appendix O, Q
- PA-DPW Regs: 3270.20, 61-108, 115-118

9. Transport by Vehicle

These resources address transportation to and from the facility, appropriate seat restraint use, communication devices in the vehicle to call for help in an emergency, and a plan for routine vehicle safety inspection:

- **Model Child Care Health Policies:** p. 9,13-16; Appendix E, Q (vehicle section),
- PA-DPW Regs: 3270.171-178

10. Plan for Routine Review and Evaluation of Policies and Plans

These resources address routine staff review of policies/plans, how staff are evaluated for implementing the policies/plans, agreements with health professionals to routinely review policies/plans, and injury logs:

- **Model Child Care Health Policies:** p. 10-13, 26-29
- See **Caring for Our Children: National Standards** for information on the role of “Child Care Health Consultants”
- PA-DPW Regs: 3270.31, 124

11. Hand Washing

These resources address the procedure for washing hands and when hand washing should occur for children and staff:

- **Model Child Care Health Policies:** p. 16-18
- **Preparing for Illness,** p. 7
- **Managing Infectious Diseases in Child Care and Schools,** p.17-18
- See **Caring for Our Children: National Standards** for information on “Hand Washing”
- PA-DPW Regs: 3270.82,134, 152

12. Standard (Universal) Precautions

These resources address how blood spills and body fluids that might contain blood are cleaned, how surfaces are disinfected, and the procedure for disposal of materials potentially contaminated with blood:

- **Model Child Care Health Policies:** p. 20; Appendix R,
- See **Caring for Our Children: National Standards** for information on “Standard Precautions”
- **Managing Infectious Diseases in Child Care and Schools,** p.7-9,15-18
- PA-DPW Regs: 3270.67, 152, 154, 155

13. Care Plans for Children with Special Needs

These resources address documentation of a special care plan for each child enrolled who has a special need, including special diets:

- **Emergency Information Form for Children with Special Needs**
- **Preparing for Illness,** p. 5
- **Model Child Care Health Policies:** p. 1, 5, 7, 10, 13, 15, 25, 28; Appendix D, E, F, I, J, K
- **ECELS’ Fact Sheets**-special needs section
- PA-DPW Regs: 3270.17 (See Chapter 3300 relating to specialized child care service for children with disabilities), 131, 133, 138, 172, 182