

# LICENSING'S LATEST CHILD CARE NEWSLETTER



Community Care Facilities Licensing

Spring 2018

## Safe Kids 2018

Parachute Canada SAFE KIDS WEEK is a national awareness campaign that took place between June 4 to 10, 2018 across Canada. The goal of the campaign was to bring awareness about preventable injuries that occur in children. This year the focus was on *concussion at home, at play and on the road*. Downloadable resources can be located on Parachute Canada's website: [Safe Kids Week 2018 Resources](#) page.

Licensing Officers continue to participate in numerous community events to raise awareness about *concussions* and *licensed child care*. Please come and join them this summer in Nanaimo and Campbell River at:

- Early Years Healthy Start Fair | July 5, 2018 | Oliverwoods Community Centre, Nanaimo
- Campbell River Salmon Festival | August 11, 2018 | Nunns Creek Park, Campbell River

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*“Injuries remain the leading cause of death for children in Canada and a leading cause of hospitalization.”*

*(Parachute Canada, 2018)*

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## 24-Hour Movement Guidelines for the Early Years

The following research-based Canadian guideline videos for children include recommended active play, screen and sleep times according to age:

**Age 0 – 4:** <https://www.youtube.com/watch?v=rjYntJi5CcQ&feature=youtu.be>

**Age < 1:** <https://www.youtube.com/watch?v=2jyolahFCWE&feature=youtu.be>

**Age 1 – 2:** [https://www.youtube.com/watch?v=NH\\_WjwMXhTk&feature=youtu.be](https://www.youtube.com/watch?v=NH_WjwMXhTk&feature=youtu.be)

**Age 3 – 4:** <https://www.youtube.com/watch?v=vj53MgsNX8&feature=youtu.be>



## Incident Reporting Outside of Licensing Hours

### Did you know...

A Licensee must notify the medical health officer **within 24 hours** after a child is involved in, or may have been involved in, a reportable incident described in Schedule H while under the care or supervision of the Licensee (CCLR Section 55(2)(a)).



Notification can be done by:

- (a) Phoning your Licensing Officer directly and leaving a message;
- (b) Phoning the general Licensing line and leaving a message;
- (c) Faxing a partially completed incident report to your Licensing Officer;
- (d) Sending an email to your Licensing Officer.

Please note that if you are reporting an allegation of abuse or neglect and your Licensing Officer is not available, please press 0 and ask the Office Administrator to redirect your call to another Licensing Officer.

Island Health  
Community  
Care Facilities  
Licensing  
Program  
protects and  
promotes the  
health, safety  
and  
well-being of  
vulnerable  
children in  
licensed care  
facilities.

We do this  
through  
education,  
collaboration  
and  
regulation.



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## Update on the Risk Assessment Tool

The Community Care Facilities Licensing Program in Island Health uses a provincial tool used to conduct risk assessments of facilities. A risk assessment is required due to non-compliance posing a risk to children in a facility.

The Risk Assessment Tool is scored out of 40 and will determine the facility's overall risk rating. A facility is categorized as being:

- ⇒ **High Risk** if the score is between 21 and 40. Inspections will occur at least once every 6 months.
- ⇒ **Medium Risk** if the score is between 14 and 20. Inspections will occur at least every 9 months.
- ⇒ **Low Risk** if the score is between 1 and 13. Inspections will occur at least every 12 months

For more information about your risk assessment please contact your Licensing Officer.



Time.Com

## Children's' Record of Immunization - Jamie Crowder, Licensing Officer

One of the most frequently cited sections of legislation in child care settings is in regards to a child's immunization status. Section 57(2)(a) of the Child Care Licensing Regulation states:

A licensee must keep, for each child, a record showing the following information:

(a) name, sex, date of birth, medical insurance plan number and immunization status;

It is the Licensee's responsibility to ensure these records are on site prior to the child's first day of care. If parents cannot find, or do not have easy access their child's record of immunization, obtaining a copy is a relatively simple process for any child who was immunized within Island Health.

A parent or guardian can call any Island Health Public Health Office and request a copy of his or her child's record of immunization. A copy can then be made available for pick up at that location, or can be mailed to the parent or guardian. For example, if a child received their immunizations in Victoria, and the family has moved to Nanaimo, the Nanaimo Public Health Unit will be able to access those records and have a copy made available at the Nanaimo location.

A full list of Island Health Public Health Units and contact numbers are available at [http://www.viha.ca/locations/health\\_units/index.html](http://www.viha.ca/locations/health_units/index.html).

If a child has received their immunizations from outside of Island Health, a parent or guardian will need to contact his or her previous doctor or health unit to obtain a copy of those records. If a child has not been immunized, this must also be documented in some way at the facility. If a record of immunization has been recorded by a parent or guardian on the child's registration form, in order to be compliant with legislation, the information must also include the type of each immunization received and the date each immunization was given.

# Professional Development Opportunities

## 1. Anaphylaxis in a Child Care Settings

Allergy Aware is providing a free online course (30 minutes in length) to help you keep children in care safe. Check out their Resources tab for a valuable downloadable anaphylaxis care plan template tool, flyers and other information to better understand anaphylaxis and help keep people at risk safe.

<http://www.allergyaware.ca/>

## 2. Managing Food Allergies and Anaphylaxis

Food Allergy Canada educates, supports and advocates for the needs of people living with food allergies and the risk of anaphylaxis. They also support and participate in food allergy research. They have a number of webinars available for you to learn more about managing food allergies and anaphylaxis.

<http://www.foodallergycanada.ca/>

## 3. Self-guided Professional Development Resources for Early Learning Educators

From the Ministry of Education and Training, a web page full of opportunities for self-guided learning, including webcasts, videos and reading material.

<https://www2.gov.bc.ca/gov/content/education-training/early-learning/teach/training-and-professional-development/self-guided>



## Community Care Facilities Licensing Contact Information

### South Island

#201-771 Vernon Ave (Gateway Village), Victoria, BC V8X 5A7, PH: 250.519.3401, FAX: 250.519.3402

### Central Island

#29-1925 Bowen Road, Nanaimo BC, V9S 1H1, PH: 250.739.5800, FAX: 250.740.2675

### North Island

1. #200-1100 Island Highway, Campbell River, BC V9W 8C6, PH: 250.850.2110, FAX: 250.850.2455
2. 355 – 11th Street, Courtenay, BC V9N 1S4, PH: 250.331.8620, FAX: 250.331.8596

### South Island Orientation Sessions

Child Care Information Sessions for Family Child Care Applicants are available on Saturday mornings. Manager Information Sessions for Prospective and New Managers of Group Child Care Facilities (including Group Child Care – School Age) are held a minimum of twice per year. **Please contact 250.519.3401 to inquire and register for the next sessions.**

### Central and North Island Orientation Sessions

For information regarding the Child Care Licensing Information Sessions or the Manager Information Sessions for Prospective and New Managers of Group Child Care Facilities (including Group Child Care – School Age), **please contact 250.739.5800 to inquire and register.**