



Child Care Chat

Updates for Background Check Process:

The Consent and Release form for employee background fingerprinting has recently been updated. The form now states that new employees who have not resided in the State of Nevada for the past 5 years will be **required** to produce a cleared background(s) of criminal and child abuse from each previous residential State within 90 days of hire. **In addition, please see the attached memo that was posted to our ListSERV regarding the new backgrounds cost for processing newly hired employees.**

All facilities are to use the most current consent and release form and fill it out completely or it will be rejected. The new form can be found on the [Forms- Background](#) section of the Child Care Licensing website.

Remember, carefully review the Consent and Release form prior to signing. Your signature indicates you have reviewed and understand all information provided.

Please take the time to look through the forms on our website to make sure you are using the most current version available.



Inspection Reports Now Available Online!

Previous inspections, including complaints, can be viewed online. In order to view inspections please follow the steps below:

- Go to the CLiCs website <https://nvdpbh.aitment.com/login.aspx>
- Click the Child Care tab
- Click on the "[Click Here](#)" link next to "For the Facility Locator and Inspection Reports"
- Under Entity Type Select "Agency"
- If you have a certain facility in mind you can search by inputting the facility name
- If you want to search by a specific city click "(+) Address Information" and input the city you'd like.
- Click Search
- Scroll to the Facility Name and Click "View Detail"
- Inspection Reports can be found in the "Statement of Deficiency and Plan of Correction" section
- Click on "SOD/POC" in order to view reports.



Child Care Chat

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Special points of interest:

- ☺ Remember to notify your Surveyor regarding closures for any reason!
- ☺ Your Surveyor can be a great source for ideas and suggestions!
- ☺ The Nevada Registry site has a Job Board! You might just find your next great employee there!

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Administrative Assistant Spotlight! Nell Harrison

Nell is an awesome person to work with. She is a caring person who does not hesitate to help others when in need. She is funny and vibrant and brings joy to the office.

-Silvia Cisneros, Surveyor, Las Vegas

Nell is always there to greet us in the morning with a great smile and a "Good morning." She is also willing to lend a helping hand when ever asked. Outside of work I know that Nell is a dedicated Mom and Grandma, and is enjoying spoiling and watching her Grandson grow.

-Lisa Torgerson, Surveyor, Las Vegas

I really appreciate Nell's pleasant and positive demeanor that has just a touch of a don't mess with me vibe.

-Jennie Ballou, Surveyor, Elko

Nell is a great asset to the Child Care Licensing Unit. She is usually the first face seen when the public visits the Southern office and addresses public inquiries about the licensing process.

Nell stays up-to-date on changes in Child Care Licensing to provide knowledgeable and informed information to the public. She is always available to assist with tasks to ensure the unit functions smoothly.

- Diane Hardy, Surveyor, Las Vegas

Nell has an infectious laugh and is always there to help with questions whether it's from providers, staff, or surveyors! Her positive attitude

and cute hair accessories keep both offices smiling. She has a spunk for life and we enjoy working with her.

Tiffany Kaplan, Surveyor, Carson City

Nell adds flare and pizzazz to our offices. She is friendly and willing to help. Nell is a steadfast advocate for herself and those around her. Nell has one of the longest tenures with Child Care Licensing and she has seen the ups and downs and witnessed Child Care Licensing's evolution. She has been a willing participant in helping to improve the program by being an integral part of the team. Thank you Nell for all you do and more!

Latisha Brown, Program Manager, Las Vegas

Nell is often the first person you speak with in the Las Vegas Child Care Licensing office. She is open and friendly and is always willing to assist. Nell is always ready to chat about things going on in the world and about her wonderful family.

-Edith Farmer, Supervisor, Las Vegas

Nell has a flair for her family and for life in general. She has been with Child Care Licensing for many years and is usually the first voice you hear when you call the Las Vegas office. Every time we have interacted with Nell her positive attitude is front and center and is always refreshing.

Lisa Roberts & Tammy Hutchinson, Surveyors, Carson City



Nell has been part of Child Care Licensing for many years who with her smiling face at the Front desk and the voice behind the phone, she is definitely an important person in our office to keep our providers informed and pointing them in the right direction. All of our trainings the Surveyors conduct would not run as smoothly as they do without her assistance in scheduling, booking rooms, emailing, and packet making! Thank you Nell for all of your hard work that you do for our Child Care Licensing Team!!

Kerra Fuentes, Surveyor, Las Vegas

I have worked with Nell since 2006. She has been a wonderful teammate and someone for me to lean on when times are rough. She has a way to make me laugh that is valuable when the day is difficult. I appreciate Nell tremendously.

Alicia Mazy, Administrative Assistant, Carson City

Seminars Regarding New Bills:

Informational Seminars to discuss new laws affecting the child care industry which passed during the 2017 Nevada Legislative Session have been completed! Thank you to all who took time out of their day to attend. For those who were not able to attend one of the seminars, you're in luck! The PowerPoint presentation utilized for the seminars will soon be available on our [website](#) so keep your eye's peeled!

Please see the attached technical bulletin to review the information that was covered during the Seminars.

Plan of Correction "How To":

Upon completion of an inspection at your facility you will receive an email to log into the [licensing website](#) to view your Statement of Deficiencies.

If you did not have any regulatory deficiencies noted at the time of inspection, you will still have a Statement of Deficiencies available, but no action is required on your part.

If your surveyor noted non compliance during your inspection, you will need to submit a plan of correction to address each deficiency.

You will be asked to provide your answers in the following format:

1. The specific actions that will be taken to correct the deficiency and verification of completion, i.e. -documents, photographs, etc. (MUST ADDRESS)
2. The date the corrective action will be completed. (MUST COMPLETE)
3. Changes that will be made or measures that will be taken to prevent future occurrence of the deficient practice (MUST ADDRESS)
4. Identify the person responsible (MUST ADDRESS)

Please number your responses and ensure that your answer satisfies each step listed above to avoid receiving a notice of an Unacceptable Plan of Correction.

Make sure you also read the introductory statement as it may contain important reminders and recommendations pertaining to your facility.

Remember to submit your plan of correction by the given due date.. Your plan of correction is simply your plan of how you will correct each deficiency. Not all deficiencies need to be corrected by the due date provided by licensing. All deficiencies need to be corrected and all documents need to be submitted by the date provided by the facility in the plan of correction item number 2 of each deficiency.

If you have any questions regarding your Statement of Deficiencies or Plan of Correction, please contact your surveyor.

CDA Renewal Amnesty Program

Do you have a CDA that has expired and you are looking to renew? The council for Professional Recognition has a CDA Renewal Amnesty Program that allows anyone with a CDA expiration date as far back as January 1, 2007 to renew online by December 29, 2017. There are five steps required to complete and renew your CDA Credential. Please see the attached flyer attached to this quarter's newsletter for more information and visit their website at www.cdacouncil.org/renewalamnesty for more information! Don't miss out on this great opportunity.



New State Fire Marshal Website!

Did you know that the State Fire Marshal Division has created a website to guide you through the licensing and compliance process and potentially answer questions you may have?

Be sure to check out their website by clicking below:

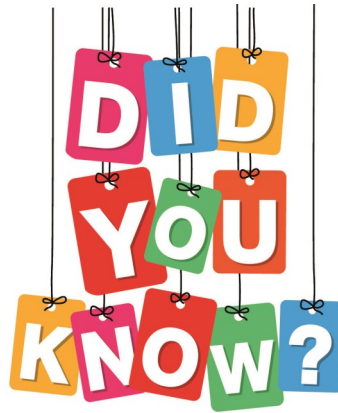
http://fire.nv.gov/bureaus/FPL/Child_Care_Facilities/

Remember; it is the facility's responsibility to request a child care inspection in a timely manner through the Nevada State Fire Marshal Division.



Child Care Licensing encourages facilities to request their annual fire inspection at the same time that they submit their renewal application paper work to Licensing. Submitting your application early allows State Fire adequate time to complete their inspection and follow up, if necessary.

For any questions or concerns please contact Connie Etchison at 775-684-7531



→ Be sure to visit our [Facebook page](#) or sign up for our [ListSERV](#) in order to receive information and regular updates.



→ Child Care Licensing is developing policies in order to distribute information on how new laws that were approved this Legislative session will be implemented. Keep a look out for more information coming your way soon.

→ Any blue link in the newsletter can be clicked on while using a computer to take you to a webpage with more information.

→ If you have any tips, tricks, pictures of events/projects, or helpful hints that you would like to share with childcare providers of Nevada, please email them to:

tkaplan@health.nv.gov

We also encourage those who like our [Facebook page](#) to share helpful information or posts from your facility. As always, if you choose to write on the Child Care Licensing Facebook wall, we expect that it will be done in a respectful manner.

→ Child Care Licensing's Office will be closed on the following date:

- October 27th
- November 10th
- November 23rd & 24th
- December 25th

Child Care Advisory Committee

This committee meets quarterly to discuss, examine, consider, and make recommendations concerning Nevada's child care industry.

Child Care Advisory meetings are open to all child care providers to attend either in person or by calling in; so come and have your voice heard! If you are unable to attend in person you can always call in!

Agenda information will be posted in designated state and county offices as well as on the Nevada Registry website.

Current scheduled meeting dates are:

* **October 10th 2017**

Meetings begin at 1:30 pm.



For more meeting information, please visit our website at <http://dpbh.nv.gov>

and subscribe to our Child Care Listserv today!

As a listserv member you will receive up-to-date information concerning Child Care Licensing, advisory meeting dates, times, places and meeting minutes.

Monthly Happenings:

October is SIDS awareness month!

About 3,500 infants died suddenly and unexpectedly in 2014 in the United States. SIDS is the sudden death of an infant less than 1 year of age that cannot be explained.

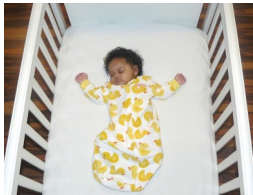
While researchers do not know the exact cause of SIDS, the training includes valuable information on how to help reduce the risk of SIDS.

According to [NAC 432A.323](#), If a staff member or director works with infants under 12 months of age, the person must take a SIDS training within 90 days of hire.

Now is a great time to refresh your memory on safe sleep practices for the infants in your care. SIDS may be an initial training but the information provided in this training is invaluable.

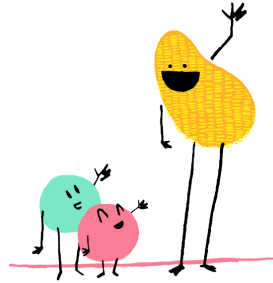
[The Nevada Registry](#) has numerous SIDS training opportunities to take either online or in person listed on their [training calendar](#).

An informational flier regarding safe sleep practices can be found attached to this quarter's newsletter.



November 13th is World Kindness Day!

As we all know, a little kindness can go a long way. On this day, and everyday, we should encourage kindness to others to help create a nicer world. Kindness so easily rubs off on others and generates more kindness. Random acts of kindness can be performed for staff and parents, and children can be encouraged to be nice to one another.



December is National Hand Washing Awareness Month!

Hand washing is easy to do and it's one of the most effective ways to prevent the spread of many types of infectious and illnesses.

Review the [4 Principles of Hand Awareness](#) with staff and children:

1. Wash your hands when they are dirty and before eating.
2. Don't cough into your hands
3. Don't sneeze into your hands
4. Don't put your fingers into your eyes, nose, or mouth

Hand washing procedures must be on file in the facility and posters should be by all sinks utilized by children as a quick step by step reference guide for children.

Remember, hand sanitizers are not an acceptable replacement for hand washing!



State of Nevada Child Care Licensing

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Carson City
1010 Ruby Vista Dr. Ste 101
Elko
3811 W. Charleston Blvd #210
Las Vegas

Carson Office: 775-684-4463
Elko Office: 775-753-1237
Las Vegas Office: 702-486-3822



Our vision for the Child Care Licensing Unit is to promote the healthy growth, development, and protection of children, increase availability of positive and nurturing learning environments and provide support for families by regulating and licensing high quality, developmentally appropriate, and flexible care, through a wide range of care options.

This vision involves mentoring and guiding child care providers to become advocates for children and family issues, as well as, foster the growth and development of the provider community. In support of this vision Child Care Licensing will work to expand the awareness of state legislators, local regulatory agencies and consumers so as to encourage support for improving the quality of child care environments for Nevada's children and families

CDA® RENEWAL AMNESTY

WHAT YOU NEED TO KNOW



Our CDA Renewal Amnesty Program allows anyone with a CDA expiration date as far back as January 1, 2007 to renew online by December 29, 2017. You'll still need to complete the five steps required to renew your CDA® Credential.

All applications and payments must be submitted online by **DECEMBER 29, 2017** (sorry, no exceptions or extensions).

1

STEP 1

Attend continuing education or training courses in the setting of your original credential. *(Training must be taken after your CDA issue date and not be older than 5 years)*

2

STEP 2

Choose an early childhood education (ECE) professional to complete your recommendation.

3

STEP 3

Achieve First Aid and Infant/Child (Pediatric) CPR certification.

4

STEP 4

Work with young children in the setting of your original credential.

5

STEP 5

Join or have a current membership in a national or local early childhood professional organization.

EXPIRES

12/29/2017

Sorry, no exceptions or extensions

www.cdacouncil.org/renewalamnesty | cdafeedback@cdacouncil.org

Technical Bulletin: 2017 New Child Care Laws

SB 326: Requires priority admission for children of parents of the Armed Forces:

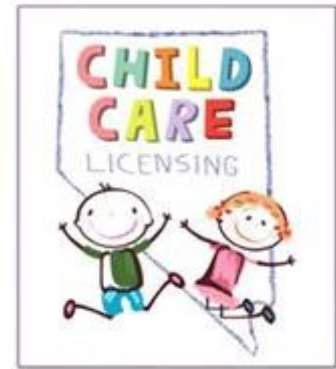
- Currently on active duty
- Died/killed in action
- Prisoner of War or Missing in Action

AB 346 defines “small child care establishment” as an establishment that furnishes care to not more than 4 children under 18 years of age who are not related to the operator of the establishment within the fourth degree of consanguinity or affinity:

1. For monetary compensation
2. Outside the home and presence of the parents or guardians of any of the children and
3. For at least 6 hours each day, at least 4 days a week and more than 3 consecutive weeks
4. Registered providers must be background checked.
5. For further information visit the DWSS website at: <http://dwss.nv.gov> (for rules and regulations)

SB 189: Grading System, Training, Unlicensed facilities

- Grading system for child care facilities based on inspections.
- Contractors hired by facility must be supervised by a qualified caregiver.
- All facility types caregivers will be required to obtain 24 training hours annually
- 12 hours of the annual training requirements must be devoted to the specific age group served by the child care facility.
- Unlicensed and suspended persons operating without an approved license are subject to fines and progressive action



SB 46 and SB 189: Additional Prohibiting Crimes

- Domestic Violence
- Battery
- Assault
- Kidnapping
- Any crime against a child
- Arson
- Possession or use of any controlled substance or any dangerous drug in the immediate preceding 5 years.
- Any offense in distribution or manufacture of any controlled substance or dangerous drug
- Driving under the influence



STATE OF NEVADA

BRIAN SANDOVAL
Governor

RICHARD WHITLEY, MS
Director



AMY ROUKIE
Administrator

JOHN DIMURO, D.O., MBA
Chief Medical Officer

DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC AND BEHAVIORAL HEALTH
BUREAU OF HEALTH CARE QUALITY AND COMPLIANCE
Child Care Licensing Program
3811 W. Charleston Blvd #210, Las Vegas, NV 89102
Phone: 702-486-3822 Fax: 702-486-6660
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August 8, 2017

SUBJECT: Background Investigation Cost

Dear Owner/Director of a licensed child care facility,

The State of Nevada Child Care Licensing (CCL) unit conducts background investigations on all owners, directors, employees, and volunteers of licensed child care facilities. Beginning Aug. 14, 2017, a cost will be associated with background investigations as authorized under Nevada Revised Statutes (NRS) [432A.170\(4\)](#).

The cost associated with the CCL investigations will be \$11.50 per new hire/renewal. This background check is with the Central Registry for the Collection of Information Concerning the Abuse or Neglect of a Child (CANS), maintained by the Division of Child and Family Services. CCL determined the average cost associated with CANS checks to be \$11.50. This cost includes staff time, equipment and processing.

The following procedures will be implemented:

1. Facilities will complete a "[Change in Personnel Form](#)" indicating new hires and submit to CCL within 24 hours of new hire.
2. Facilities will receive an invoice from CCL with the total amount due based on the number of new hires/renewals.
3. Payment is made online and once payment has been received and verified, CCL will move forward with the processing of the CANS checks.
4. Failure to submit payment will delay the process of clearing an individual for work in a licensed child care facility and could result in further disciplinary action.

Please note that all "[Consent and Release Forms](#)" must still be submitted to the respective CCL offices (Carson City or Las Vegas) within 24 hours of employee hire date.

If you have any questions or concerns, call (702) 486-7918 or (775) 684-4463.

Sincerely,

A handwritten signature in black ink, appearing to read "L. Brown".

Latisha Brown, CCL Program Manager
For Paul Shubert, chief, Bureau of Health Care Quality and Compliance (HCQC)