



Child Care Chat

CLiCs Renewal Checklist Items:

About 2 months prior to your license expiration, you will receive an email from our online licensing system requesting you to submit your renewal application. Upon reviewing all of your information and submitting your payment, you will see a checklist of items that are needed in order to process and approve your application. It is your responsibility to upload all documents listed in order for your application to be reviewed and submitted for approval in a timely manner.

If you have any questions regarding items due on your application, please contact your surveyor!



This list includes the following:

- Current Facility Statement
- Current Emergency Plan
- Example of Curriculum Plan
- Current Staff Orientation
- Example of Assessment Plan
- Listing of Employees/Residents for background review
- Certificate of Liability Insurance
- Certificate of Auto Insurance (if applicable)
- Facility map
- State Fire Approval
- Current Local Business License
- Current State Business License
- Special Use Permit
- Current Health Approval
- Listing of trainings

Child Care Chat

Volume V, Issue 1/2

January 2018- June 2018

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!

Illness in Childcare:

Winter brings close quarters which is a major contributor to the spread of illness, especially in child care facilities. This is most common amongst infants and toddlers who are likely to use their hands to wipe their noses or rub their eyes and then handle toys or touch other children. Children also get sick a lot in the first several years of life as their bodies are building immunity to infections.

Per [NAC 432A.374](#) If a child becomes seriously ill or injured in a child care facility, the child must be immediately isolated from other children and placed under appropriate supervision. A parent, person designated by a parent or a physician designated by a parent must be promptly notified and the child must be removed from the facility as quickly as possible. Members of the staff of a facility shall not administer any medical treatment, except emergency first aid and prescribed medications to the child.

Take a look at the illness policy in your facility statement/parent handbook as well as you staff handbook/orientation and make sure it includes specific symptoms which would exclude both children and staff from the child care setting.

Communication with parents is key to helping prevent the spread of infectious disease. Keep in mind a child care provider is not responsible for diagnosing or treating illness, but properly reacting to the symptoms.



Inside this issue:

Surveyor Spotlight	2
Meaningful Art Projects	2
Keeping Kids Active in the Wintertime	3
Cell Phone Usage and Social Media	3
Did you Know?	4
Child Care Advisory Committee	4
Monthly Happenings	5
NAEYC Week of the Young Child	6

Administrative Assistant Spotlight! Geneses Gordon



Geneses has always been so organized and on point with backgrounds, which makes her a great asset to the team!! Plus she's always open to lend a helping hand when we need it, so thank you G! Even though she is a Steelers fan, she's still ok in my book... haha... was always fun talking football with G!! Glad you are a part of the team!!!
-Steve Burdon, Surveyor, Las Vegas

Geneses has always been someone that I can count on when it comes to answering questions regarding background changes, she's willing to assist me at the drop of a dime, always willing to lend a helping hand, her knowledge is very valuable to our Child Care Licensing Unit and she is much appreciated....Enjoy your spotlight Geneses you deserve it☺
-Nell Harrison, Administrative Assistant, Las Vegas

Geneses better known as GG! But what she is really known for is taking care of all of our Backgrounds paperwork!! She happens to do an amazing job keeping track of the hundreds of providers in our database!! I had helped her at one point and I don't know how she does it because there is just so much to do to stay organized

and on top of everything without becoming overwhelmed!?! Thank you Geneses for all of your hard work you do for us!!

-Kerra Fuentes, Surveyor, Las Vegas

GENESES has been a great asset to Child Care Licensing unit in terms of providing timely information on background checks and clearances. This ensures staff working with our children in licensed child care facilities are cleared of any prohibiting crimes and child abuse/neglect. She has been instrumental in establishing and maintaining Backgrounds as a cogent part of licensing.

-Diane Hardy, Surveyor, Las Vegas

Although we don't always get to chat with Geneses, she has always been friendly and helpful when we give her a call. We appreciate all that she does and her "Team" camaraderie whether in the Child Care Licensing office or for the Steelers.

-Tammy, Tiffany, Lisa, Surveyors, Carson City

Geneses has a lot of knowledge about our background process. She also provides administrative assistance for the Bureau of Health Care Quality and Compliance (HCQC). Geneses is a proud mom and grandma. Thanks for all of your hard work!

-Edith Farmer, Supervisor, Las Vegas

Geneses really takes the time to ensure that Southern Nevada backgrounds is running smoothly and efficiently for the betterment of the team and our providers. Her pride of being a Grandmother is precious as the love of her family is clear and very endearing.

-Latisha Brown, Program Manager

Meaningful Art Projects

Art projects offer children and families many benefits. Child development and pediatrics experts agree that even short spurts of creative time greatly impacts social, cognitive, and emotional development of children in their earliest formal years and create long-lasting memories. It's important to remember that a meaningful art project doesn't need to take a lot of teacher preparation time. Here are a few tips to help staff engage in meaningful art projects:

- **Let the child take the creative lead:** Staff can promote creativity, thinking, planning, and other important skills when they let kids take the lead on art projects. The creative spark is lit when kids try to figure out how things work on their own. Remember, the projects should be about the process more than the product.
- **Allow children to use their hands to create the project:** Art projects offer many ways for children to build their small muscles and improve their fine motor development. When children use scissors, squeeze a glue bottle, or mold clay they strengthen

the muscles needed to master using a pencil at school later on.

- **Support but don't take over:** The benefits from doing art projects independently are critical for academic readiness. Staff can support children by encouraging them, helping with suggestions, and stepping in only when really needed. While it may take the child longer to open a glue bottle, these are important ways children can develop the muscles they will need for school.
- **Praise their efforts, not the product itself:** It's clear from research that praising children for their effort, not the quality of the final product, supports the future mindsets that underlie success in academics, sports, and arts. Art projects offer a perfect platform for encouraging and reinforcing effort rather than focusing on outcome.



Keeping Kids Active in the Wintertime:

Thanks to the colder weather and shorter days, snuggling up on the couch to watch TV is even more tempting than usual. No matter what Mother Nature brings, it's important to note, however, that your kids need to keep moving.

When children get enough active play, there's a marked improvement in their cognitive abilities, academic behavior and overall attitude, according to the Heart and Stroke Foundation. Preschoolers need at least 180 minutes of physical activity each day, while kids aged five to 17 need 60 minutes of mild to moderate exercise a day.

Here are a few quick and easy activities to try out with the children in your care to get those wiggles out courtesy of [Today's Parent!](#) And as always, remind parents to bring weather appropriate clothing for their children including hats, gloves, scarves, jackets, and boots!

1) Freeze Dance

Who doesn't like a good dance party? Shaking it off to a few favorite jams is a surefire way to get your kids off the couch. To brush up on listening skills, try freeze dance. The rules are simple: dance when the music plays and when the designated DJ stops the music, everyone freezes.

2) Balloon Volleyball

Make a net by tying a piece of yarn from one chair to another. Then blow up a balloon and start practicing those serving skills! Change things up a bit by kicking or head-bumping the balloon.

4) Book-Worm Workout

Story time doesn't have to be just a bedtime ritual. Pick a book that has a word that's often repeated. For example, choose the word "hat" if you're reading *The Cat in the Hat*. Every time the word comes up in the story, get your kid to do a jumping jack.

5) Classroom Soccer

You don't need a backyard to play a game of soccer. Start by setting up a net on opposite ends of the classroom by placing some masking tape on the floor. After dividing into teams, grab a small plastic ball and let the fun begin.

6) Crab Carry

When bad weather has you dreaming of sunnier times on the beach, play crab carry. Teach your little one how to walk like a crab by placing their palms and feet to the floor while raising their stomach up to face the sky. Staying in that pose, let them see how long they can balance something like a bean bag on their belly. Crab races are also another fun option.

7) Yoga JENGA

Use a pencil to write down a yoga move on each JENGA block. Set up the tower and play the game as usual, but every time a block is pulled out, every player has to do the specific yoga move. If the tower falls, do the plank for 30 seconds.

8) Play Outside

Just because it's cold outside does not mean you have to stay cooped up inside! Put on your hat and scarf and bundle up for some good old fashion fun. There are tons of activities that you can do outside in the winter. Decorate the playground with a snowman and snow angels or create an obstacle course using balls, jump ropes, simple items that you most likely already have at the facility.



Cell Phone Usage and Social Media

With the popularity of cell phone apps and usage on the rise in the current workforce, it's important for facility owners to outline appropriate cell phone usage in the employee orientation/handbook.

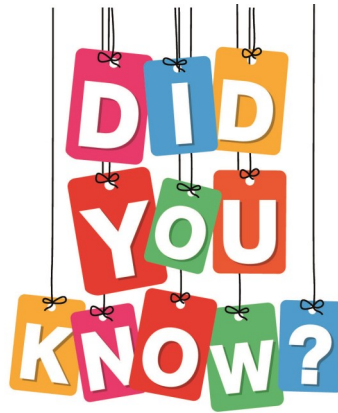


While there are currently no regulations addressing cell phone usage in the facility, remember that ratios and supervision requirements must be met at all times. When staff are on their personal cell phones, they are "absent" in that moment and that could mean they may not be counted towards classroom supervision.

Be aware that any information or photographs that staff may have on their personal cell phone could be posted on their personal social media accounts or shared. Ultimately what staff post online reflects on your facility.

If a facility has a public social media page it is important that a parental release has been signed, obtained, and kept in the child's file.





→ 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 as well as newly adopted regulations 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:

- January 1st
- January 15th
- February 19th
- May 30th

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:

- * **January 9th**
- * **April 10th**
- * **July 10th**
- * **October 9th**

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:

The second Monday of January is National Clean Off Your Desk Day!

This day is an opportunity to begin your new year with a clean and organized workspace. Whether your desk is in a private or shared office, or is a make shift desk on the counter, having your workspace uncluttered, organized, refreshed, and clean will help you work more efficiently and give you a sense of serenity.

Remember, according to NAC 432A.304, it is the responsibility of the director to provide space for an office, storage of records, conferences with parents, meetings of the staff and all other needs of the program for child care. Children and staff records must be maintained in an organized manner.

Start the year off fresh with a clean orderly desk and office space which will ultimately expedite file review during your licensing inspections.



February is National Oral Hygiene Month!

With all the candy and sweets that have been floating around the past few months, now is the perfect time to help children "brush up" on good oral health habits! Call and request a Dentist or Dental Hygienist to come in and give a mini presentation to your facility. Many dental offices have kid friendly presentations along with goodies (toothbrushes and stickers) they can hand out to the children.



March is National Youth Art Month!

Founded in 1961 by the Crayon, Water Color & Craft Institute, the goal of this month is to "emphasize the value of participating in art for all children".

The 2017/2018 theme is "Building Community Through Art".



When children create art, the lessons they learn go far beyond the art project itself. Making art encourages development of various skills such as social, communication, and fine motor. Children should be encouraged to create their own art. Staff can assist in getting materials prepped but the child should be doing the majority of the work. Remember....it's OK for art projects to look different!

Quick Tip: Hang children's artwork at their eye level! They will learn to respect their own and other's work and seeing their project hung up will give the child a true sense of pride.

April 6th is National GO BLUE! Day for Child Abuse Prevention Month!

National Child Abuse Prevention Month is a time to remember that we can each play a part in promoting the social and emotional well-being of children and families in our community.

All staff working in the child care facility are mandated child abuse and neglect reporters and it is highly recommended to have a signed acknowledgment form on file. A copy of this form can be found attached to this newsletter. As a reminder, it is now required to take Recognizing and Reporting Child Abuse & Neglect every 5 years.

For more information on the campaign and events listed by county please visit: http://nic.unlv.edu/pcan/pinwheels_for_prevention.html



May 11th is Child Care Provider Day

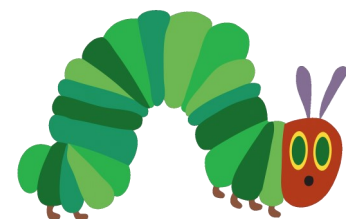
Child care providers deserve a big "Thank You" for their dedication, commitment and compassion. Child care providers are a partner with parents in raising children.

Take this day (or week) to let your staff know how much you appreciate all they do. Simple acts of kindness can come in the form of a thank you card, a staff breakfast, a heart felt compliment, or a small token of your appreciation. No gesture is too small!



June 25th is Eric Carle's Birthday!

The author of many beloved children's books is turning 88 this year. Children, and adults, are drawn in to many of Carle's stories because many of his books have simple text and beautiful illustrations. A quick search on the internet brings up numerous art and learning projects that can be done with the children in your care. You can even make a quick trip to the library and check out a few of the many books that Eric Carle has written and illustrated to share with the children. Allow the children to recreate the pictures they see and let their inner creativity out!



April 16th-20th is NAEYC's Week of the Young Child!

The week of the young child is an annual celebration sponsored by the National Association for the Education of Young Children (NAEYC) celebrating early learning, young children, their teachers and their families.

Come together with early learning programs in fun, hands-on learning experiences. Enjoy music, explore food and cooking, build together, create art, and celebrate your family.

Here is a list the daily events:

Music Monday!-April 24th

Sing, dance, celebrate, and learn. "Through music, children develop math, language, and literacy skills- all while having fun and being active.

Try this: Find the beat to connect music, movement, and math. Practice clapping, drumming, or stomping to the beat of the music while counting."

Tasty Tuesday!- April 25th

Healthy eating & fitness at home and school

"Cooking together connects math with literacy skills, science, and more. With the rise in childhood obesity you can encourage healthy nutrition and fitness habits at home and in the classroom by creating your own healthy tacos.

Try this: Measure the ingredients while making your tacos! Ask children if they'd like the same or different amounts of each ingredient."

Work Together Wednesday!- April 26th

Work together, build together, learn together

"When children build together they explore math and science concepts and develop their social and early literacy skills. Children can use any building material- from a fort of branches on the playground to a block city in the classroom.

Try this: Practice organizing blocks by size! Try building a block tower with large blocks on the bottom and little blocks on the top!"

Artsy Thursday!- April 27th

Think, problem solve, create

"Children develop creativity, social skills and fine motor skills with open-ended art projects where they can make choices, use their imaginations, and create with their hands. On Artsy Thursday celebrate the joy and learning children experience when engaged in creative art making.

Try this: bring art outdoors! Offer dark and light paper, chalk and pastels, and suggest children create their own versions of the day and night sky!"

Family Friday!- April 28th

Sharing Family Stories

Engaging and celebrating families is at the heart of supporting our youngest learners.

Try this: Invite parents for a Family Friday breakfast where children can prepare and share breakfast treats with their families!"

For more information, resources, and printables, please visit www.naeyc.org/woyc



State of Nevada Child Care Licensing

727 Fairview Dr. Ste E
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-



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