

WRIGHT COUNTY DAY CARE PROVIDER POLICY

THIS CONTRACT MAY BE USED ALONE OR MUST BE ATTACHED TO YOUR OWN CONTRACT OR INCORPORATED INTO YOUR OWN CONTRACT (MN Rule 9502.0405, Subp. (3))

The provider shall have the following information available for discussion with parents. This information is required by MN Rule 9502, which governs the licensing of all MN family day care homes. A complete copy of Rule 9502 is available for parents to read upon request. (9502.0405, Subp. (2). A copy of MN Rule 9502 is available at www.revisor.leg.state.mn.us/arule/9502/

1. AGES AND NUMBERS OF CHILDREN: [including provider's own children, 9502.0405, Subp. (3)(A)]
_____ Infants (0-12 months)
_____ Preschooler (24 months to May 10th of the year child is eligible to enroll in kindergarten)
_____ Toddlers (12-24 months)
_____ School Age (May 10th of the year child is eligible to enroll in kindergarten to 11 years)

2. HOURS AND DAYS OF OPERATION: [9502.0405, Subp. (3)(B)]

Hours: _____ to _____ Days: _____

3. MEALS AND SNACKS: [9502.0405, Subp. (3)(C)]

Breakfast A.M. Snack Lunch P.M. Snack Dinner

Food, lunches, and bottles brought from home must be labeled with the child's name and refrigerated when necessary. Bottles will be washed after use. Food served during the day will include servings from each of the basic food groups.

4. SLEEPING AND REST ARRANGEMENTS: [9502.0405, Subp. (3)(E)]

Infants: Crib Portable Crib (Wooden slats no further apart than 2-3/8 inches.)

Toddlers/Preschoolers: Bedding (Clean, separate bedding must be provided for each child in care.)

Mat Crib Cot Bed Sofa Sleeping Bag Playpen

5. SMOKING: [MN Statute 144.414, Subd. (2)]

Smoking is not permitted in the residence during child care hours.

6. PETS IN THE RESIDENCE: [9502.0435, Subp. (12)(A)]

No Yes, kind(s) and number of pets _____

7. CARE OF ILL CHILDREN: [9502.0435, Subp. 16(A)]

A. The provider shall notify the parent immediately when a child in care develops any of the following symptoms:

1. Underarm temperature of 100 degrees F or over, or al temperature of 101 degrees or over;
2. Vomiting;
3. diarrhea; or
4. Rash, other than mild diaper or heat-related rash.

B. The provider shall comply with the following health requirements:

1. Keep immunization records for each child in care, using forms provided by the County. [9502.0405, Subp. (4)(C)]
2. Obtain written permission from the child's parents prior to administering medicine, diaper products, sunscreen lotions, and insect repellents. [9502.0435, Subp. (16)(F)(1)]
3. Obtain and follow written instructions from a licensed physician or dentist prior to administering each prescription medicine. Medicine with the child's name and current prescription information on the label constitutes instructions. [9502.0435, Subp. (16)(F)(2)]
4. Notify Wright County Public Health (763-682-7466) or Minnesota Department of Health of any suspected case of reportable disease (per MN Rule 4605.7000) as specified below. [9502.0435, Subp. (16)(E)]
5. Provider shall follow written instructions from an authorized agent or the physician of an ill child placed in the provider's care if the child has any of the illnesses listed below. [9502.0435, Subp. (16)(B)]
6. Inform a parent of each exposed child the same day the provider is notified a positive diagnosis has been made for any of the illnesses or parasitic infestations listed below. [9502.0435, Subp. (16)(D)]

The provider shall require that parent(s) comply with the following health requirement: Notify the provider within 24 hours of the diagnosis of a serious contagious illness or parasitic infestation listed below: [9502.0435, Subp. (16)(C)]



The following diseases are reportable in Minnesota:

Acquired Immune Deficiency Syndrome (AIDS)	Gonorrhea (venereal disease)	Orthopox virus
Amebiasis (Amebic Dysentery)	Haemophilus influenzae	Pertussis (Whooping Cough)
Anaplasmosis	Hantavirus Infection	Plague
Anthrax	Hemolytic Uremic Syndrome	Poliomyelitis (Polio)
Arboviral disease	Hepatitis (all viral types)	Psittacosis
Babesiosis	Histoplasmosis	Q fever
Blastomycosis	Human Immunodeficiency Virus	Rabies
Botulism	Infections (HIV)	Retrovirus infections
Brucellosis (Undulant Fever)	Influenza (unusual case incidents or laboratory confirmed)	Reye Syndrome
Campylobacteriosis	Kawasaki Disease	Rheumatic fever
Catscratch disease	Kingella spp.	Rubella and Congenital Rubella Syndrome
Chancroid	Lacross encephalitis	Rocky Mountain Spotted Fever
Chicken Pox (Varicella-zoster disease)	Legionellosis (Legionaire Disease)	Salmonellosis (including typhoid)
Cholera	Leprosy (Hansen's Disease)	Severe acute respiratory syndrome (SARS)
Coccidioidomycosis	Leptospirosis	Shigellosis (certain type of food poisoning)
Congenital Rubella Syndrome	Listeriosis	shingles (via varicella-zoster disease)
Cryptosporidiosis	Lyme Disease	staphylococcal (outbreaks only)
Cyclosporiasis	Malaria	Streptococcal disease (neonatal)
Dengue Virus Infection	Measles (Rubeola)	Syphilis
Encephalitis	Meningitis (infectious)	Tetanus (lockjaw)
Ehrlichiosis	Meningococemia	Toxic Shock Syndrome
Enterobacter Sakazakii	Mumps	Toxoplasmosis
Giardiasis	Neonatal sepsis	Transmissible Spongiform encephalopathy
Tuberculosis		
Tularemia (plague-like disease)		
Typhus		

Vancomycin-intermediate S. aureus (VISA)
Vancomycin-resistant S. aureus (VRSA)
Varicella-zoster disease
Vibria spp.
West Nile Virus
Western equine encephalitis
Yellow fever
Yersiniosis

Additional policies on the care of ill children [9502.0405, Subp. (3)(G)]

Provider unwilling to accept a child that is:

Provider is willing to accept a sick child under the following circumstances:

8. INSURANCE COVERAGE: [9502.0405, Subp. (3)(O) and 9502.0355, Subp. (4)] CHECK ONE!

- The provider has day care liability insurance in the minimum amount of \$100,000 per person and \$250,000 per occurrence.

If the provider chooses to carry less than the above coverage, it is as follows:

- The provider has lesser liability insurance in the amount of _____ per person and _____ per occurrence.
- The provider does not carry day care liability insurance.

9. FEES: [9502.0405, Subp. (3)(J)]

If information regarding provider's fees is not included in your own contract, please specify here:

10. HELPERS AND SUBSTITUTES: [9502.0315, Subp. (14) and (29); 9502.0365, Subp. (5); and 9502.0405, Subp. (3)(L)]

“Helper” means a person at least 13 years of age and less than 18 years of age who assists the provider with the care of the children. An adult caregiver must always be present.

“Substitute” means an adult at least 18 years of age who assumes responsibility of the provider. The use of a substitute caregiver must be limited to a cumulative total of not more than 30 days in any 12-month period unless the substitute is also a licensed provider or the provider has the written consent of the agency.

Provider will will not arrange for a substitute during vacations and holidays.

Provider will make the following arrangement for emergencies:

11. TERMINATION AND NOTICE PROCEDURES: [9502.0405, Subp. (3)(K)]

_____ notice will be given to the parent if the provider plans to discontinue care of a child. The parent will give _____ notice when taking a child out of care.

12. TRANSPORTATION PLANS: [9502.0435, Subp. (9)]

Provider is required to complete the Child Passenger Restraints Training prior to transporting children under the age of 9. **Each child will be securely fastened in an appropriate passenger restraint system as described in the Day Care Rules. No child is permitted to remain unattended in any vehicle.**

The "Admission and Arrangements" form contains a section for parents to authorize provider to transport child(ren).

Describe the circumstances under which the child will be transported:

- 13. The provider has made emergency, fire, and storm plans, and keeps a monthly fire and storm drill log, using forms provided by the County. [9502.0435, Subp. (8)(F)]
- 14. When admitting a child to day care, the provider and parents shall discuss child rearing, sleeping, feeding, and behavior guidance practices essential for the care of the child. [9502.0405, Subp. (1)]
- 15. Special instructions from the parent shall be obtained in writing and followed about toilet training, eating, sleeping, or napping, allergies, and health problems. [9502.0405, Subp. (4)(B)]
- 16. NONDISCRIMINATION PRACTICES: [9502.0405, Subp. (3)(F); Subp. (6)]

The Provider shall not discriminate in relation to admissions on the basis of race, creed, color, national origin, religion, or sex.

My licensed child care provider, _____, has read and explained these policies in their entirety with me. I understand these policies and have agreed to the provisions.

Parent Signature

Provider Signature

Date

Date