

5101:2-12-27 Training in first aid, CPR, management of communicable disease and child abuse prevention for staff in licensed child care centers.

(A) The child care center shall have in all center buildings and readily accessible during all operating hours at least one child care staff member who has successfully completed current and valid training in:

- (1) First aid and management of communicable disease; and
- (2) Cardiopulmonary resuscitation (CPR) appropriate for all age groups that the center is licensed to serve; and
- (3) Child abuse recognition and prevention.

Child care staff members trained in these three areas may be three separate persons. Training in these three areas may not be taken through electronic media presentation.

(B) The training in first aid shall be appropriate for child care staff and shall:

- (1) Be at least six hours in length and follow a curriculum approved by the department in collaboration with the Ohio department of health; or
- (2) Be for the length of time required by an approved health organization and follow guidelines and curriculum of a first aid course designed for child care staff by a health organization approved by the department; and
- (3) Be valid for three years or the number of years indicated on the card or form received from the approved health organization.

(C) This first aid training shall be updated by either completion of the full training or completion of a review training. The review training shall include all specific topics of the approved curriculums. It shall be at least three hours in length or the length of time required by an approved health organization.

(D) Registered nurses, emergency medical service instructors, emergency medical technicians and paramedics with current valid credentials shall be exempt from the first aid training requirement.

(E) The first aid trainer shall be one of the following:

- (1) An authorized trainer for a an approved health organization.
- (2) A licensed physician or registered nurse.
- (3) An emergency medical service instructor.

(F) The CPR training, if taken separately from first aid, shall meet all of the following requirements:

- (1) Be for the length of time required by an approved health organization.
- (2) Follow a curriculum of an approved health organization.
- (3) Be valid for the number of years indicated on the card or form received from the health organization.
- (4) Be appropriate for all age groups the center is licensed to serve.

(G) The CPR trainer shall be an authorized trainer for a health organization approved by the department.

(H) The training in management of communicable disease shall:

- (1) Be at least six hours in length and follow a curriculum approved by the department; or
- (2) Follow guidelines and curriculum or a management of communicable disease course designed for child care staff by a health organization approved by the department; and
- (3) Be valid for three years.

(I) This management of communicable disease training shall be updated by either completion of the full training or completion of a three hour review training. The review training shall include all specific topics of the approved curriculums.

(J) Registered nurses with current valid credentials shall be exempt from the management of communicable disease training requirement.

(K) The management of communicable disease trainer shall be one of the following:

- (1) An authorized communicable disease trainer for a health organization approved by the department; or
- (2) A licensed physician or registered nurse.

(L) The training in child abuse recognition and prevention shall follow a curriculum approved by the department and shall:

- (1) Be at least six hours; and
- (2) Be valid for three years; and
- (3) Include all of the following curriculum areas:
 - (a) Ohio law and rules pertaining to child abuse and neglect, including definitions, reporting and confidentiality requirements and the requirement to report suspected abuse or neglect by child care staff members if observed or suspected;
 - (b) Physical and behavioral indicators of child abuse and neglect;
 - (c) Details on reporting, including penalty, immunity and how and to whom to report;
 - (d) The investigatory role of the children's protective services agency;
 - (e) The sharing of information and the role of law enforcement, licensing, and the courts in reports of child abuse and neglect;
 - (f) Helping families who have occurrences of abuse or neglect;
 - (g) Prevention of child abuse and neglect in the center, including: staff supervision and training, policies and procedures and appropriate discipline.

(M) This child abuse prevention training shall be updated by either completion of the full training or completion of a three hour review training. The review training shall include all specific topics of the approved curriculums.

(N) The child abuse prevention trainer shall be one of the following:

- (1) An authorized trainer for a public children services agency or a child abuse prevention trainer approved by the department; or

(2) A person with at least an associates degree in social work, child development or related field from an accredited college and two years of experience professionally assessing child abuse and neglect or providing counseling to abused children or training others in child abuse prevention or the combination of experience and training; or

(3) A licensed physician or registered nurse with two years of experience professionally assessing child abuse and neglect or providing counseling to abused children or training others in child abuse prevention or the combination of experience and training.

(O) Documentation of training in first aid, CPR, management of communicable disease and child abuse prevention shall be kept on file at the center for review by the department. The following shall be documentation that training has been completed:

(1) A completed JFS 01307 "Inservice Training" (rev. 09/2006) signed and dated by the trainer; or

(2) A verification card or form from a health organization approved by the department that specifies the name of the trainer, the date of the training, the subject content/title of the training, the number of hours of the training and the expiration date of the training.

(P) Completion of the full training shall be verified by the department in order for a review training to be in compliance.

5101:2-12-28 In-service training for licensed child care centers.

(A) Each child care staff member and administrator of a child care center shall complete a minimum of fifteen clock hours of training annually, after the first day of employment, until a total of forty-five hours have been completed. The forty-five hours of training shall include trainings in child development, health and safety, child abuse recognition/prevention, first aid and management of communicable disease. At least twenty of the forty-five hours of training shall be in the topic of child development as defined in paragraph (G) of this rule.

(B) Child care staff members and administrators not completing the minimum annual training requirement shall not be included in staff/child ratios. A person designated and employed as a substitute child care staff member is not required to meet the in-service training requirement.

(C) Documentation of the training shall be kept on file at the center for review by the director's representative. The following shall be documentation of completion of training:

(1) Transcript of completion of college courses from an accredited university, college, or technical college; or

(2) The prescribed form that includes the date of training, number of hours of the training, and the signature of the qualified trainer; or

(3) Certificates indicating continuing education units (CEU). (One CEU equals ten clock hours of training.); or

(4) Certificates issued by Ohio child welfare training centers.

(D) A child care staff member shall be exempt from the in-service training requirement if the child care staff member:

(1) Provides evidence of completion of a total of at least ninety quarter or sixty semester credit hours or equivalent from an accredited university, college, or technical college with thirty-six quarter or twenty-four semester credit hours or equivalent in child development, as defined in paragraph (G) of this rule; or

(2) Has a child development associate credential; or

(3) Has a Montessori pre primary/early childhood credential from the American Montessori society, association of Montessori international, national center for Montessori education, or other Montessori program accredited by the Montessori accreditation council for teacher education.

(E) A child care center administrator or owner shall provide current staff with copies of their in-service training documentation upon request or upon separation from employment.

(F) A trainer in first aid, management of communicable disease, cardiopulmonary resuscitation (CPR) or child abuse prevention shall meet qualifications as required in rule 5101:2-12-27 of the Administrative Code.

(G) Child development topics relate to all of the following.

(1) Growth and development of children ages birth to fourteen years of age.

(2) Children with special needs.

(3) Developmentally appropriate equipment and classroom arrangement.

(4) Working with parents and families.

- (5) Nutrition.
 - (6) Community health, pediatrics or social services resources for children and families.
 - (7) Planning child care, recreational, or educational programs and activities for children ages birth through fourteen years of age.
 - (8) Developmentally appropriate child guidance and classroom management.
 - (9) Administration of child care, educational, and recreational programs.
 - (10) Ethics and professionalism in child care.
 - (11) National child care standards as published by the American academy of pediatrics and American public health association and state licensing requirements.
 - (12) Other areas as determined by the department.
- (H) A trainer in child development topics shall meet at least one of the following qualifications:
- (1) Have a masters degree or higher in child development or related field.
 - (2) Have at least two years experience in the subject area of the training, and provide evidence of completion of a total of at least ninety quarter or sixty semester credit hours from an accredited university, college, or technical college with thirty-six quarter or twenty-four semester credit hours of child development, as defined in paragraph (G) of this rule.
 - (3) Have at least two years experience in the subject area of the training, and have a currently valid child development associate credential.
 - (4) Be a licensed physician or a registered nurse and have at least two years experience in the subject area of the training.
- (I) Approved health and safety topics include:
- (1) Car seat safety.
 - (2) Emergency planning and response.
 - (3) Immunizations.
 - (4) Use of a fire extinguisher.
 - (5) Safeguarding and childproofing the child care facility.
 - (6) Shaken baby syndrome.
 - (7) Special health care needs for children, such as;
 - (a) Asthma.
 - (b) Diabetes.
 - (c) Breathing treatments.
 - (8) Sudden infant death syndrome (SIDS).

(9) Standard precautions/universal precautions.

(10) Administration of medication safety.

(11) Handwashing.

(12) Other topics as determined by the director.

(J) A trainer in health and safety topics shall meet one of the following qualifications:

(1) Have a masters degree or higher in the subject area in which they are conducting training.

(2) Have at least two years experience in the subject area of training and provide evidence of currently valid certification or licensure in the subject area.

(3) Have at least two years experience in the subject area of training and provide verification of completion of at least thirty-six quarter hours or twenty-four semester hours from an accredited university, college, or technical college in the training area.

(4) A licensed physician or registered nurse and two years experience in the subject area.

(K) A trainer in child development or health and safety shall submit to the department, upon request, a detailed course outline of a training. This course outline shall include the course title, goal and focus of the training, a brief summary of information to be discussed, and any resources used to develop the training.

(L) Resource persons who do not meet the trainer qualifications may be utilized during a training if accompanied and supervised by a trainer who meets the requirements of this rule.

(M) For training in child development topics, video, CD ROM computer software presentations, and electronic media resource trainings, approved by the department, may be used for a maximum of ten of the child care staff member's forty-five hours of training. This electronic media training shall be documented on the prescribed form. Attendance by child care staff members shall be documented by the center administrator. Electronic media training shall not be used for trainings in first aid, CPR, management of communicable disease, or child abuse recognition/prevention.

5101:2-12-29 Unlawful discriminatory practices.

It shall be unlawful for an owner, administrator, licensee, or child care staff member to discriminate in the enrollment of children in the child care center upon the basis of race, color, religion, sex or national origin.