



## Ohio Administrative Code

### Rule 5101:2-13-16 Emergency and health-related plans for a licensed family child care provider.

Effective: October 29, 2021

---

(A) What are the medical, dental and general emergency requirements for a licensed family child care provider?

The family child care provider shall:

(1) Have a written plan for medical or dental emergencies on the JFS 01242 "Medical, Dental and General Emergency Plan for Child Care." The plan shall be completed, implemented when necessary, and shall be posted in a noticeable location on each level of the home in use for child care.

(2) Complete the JFS 01201 "Dental First Aid" and post in a location readily available to parents, child care staff members and substitutes.

(3) Post a weather alert plan that includes the details listed in paragraph (H) of this rule and a fire plan in each space used by the children. The plan shall include a diagram indicating evacuation routes.

(4) Conduct monthly fire drills at varying times. Written documentation of these drills shall be kept on-site.

(5) Conduct monthly weather emergency drills in the months March through September. Written documentation of these drills shall be kept on-site.

(6) Conduct emergency/lockdown drills in each quarter of the calendar year. Written documentation of these drills shall be kept on-site.

(B) What are the first aid kit requirements for a licensed family child care provider?

(1) An unlocked, closed first-aid container shall be on the premises and readily available to the



provider but shall be kept out of reach of children.

(2) The first-aid container shall contain all of the items listed in appendix A to this rule.

(C) What are the specific procedures the licensed family child care provider needs to follow for standard precautions?

(1) Blood spills shall be treated cautiously and decontaminated promptly. Disposable vinyl gloves shall be worn during contact with blood or bodily fluids which contain blood, such as vomit or feces in which blood can be seen.

(2) Surfaces contaminated with blood or bodily fluids containing blood shall first be cleaned with hot, soapy water and then sanitized with an appropriate bleach solution which is prepared on a daily basis, according to product guidelines or other acceptable disinfectant solution which is environmental protection agency (EPA) rated as hospital disinfectant with a label claim for mycobactericidal activity.

(3) Disposal of materials that contain blood requires a sealable, leak-proof plastic bag or double bagging in plastic bags that are securely tied.

(4) Non-disposable items, such as clothing that contain blood, shall be placed in a sealable, leakproof plastic bag or double bagged in plastic bags that are securely tied and sent home with the child.

(5) Sharp items used for procedures on children with special care needs, such as lancets for finger sticks or syringes, require a disposable container called a "sharps container." This is a container made of durable, rigid material which safely stores the lancets or needles until they are disposed of properly. Sharps containers shall be stored out of the reach of children.

(D) What are the communicable disease requirements for a licensed family child care provider?

(1) If the provider cares for sick children, the provider shall follow the guidelines detailed in appendix B to this rule.



(2) The JFS 08087 "Communicable Disease Chart" shall be posted in a location readily available to parents, child care staff members, employees, and residents. The chart is to be displayed in the size available in the Ohio department of job and family services (ODJFS) forms central in order for individuals to easily read, identify and respond to communicable diseases.

(a) The provider is to follow the reporting requirements listed on the JFS 08087.

(b) If the communicable disease is required to be reported to the local health department, the provider is to report the communicable disease to the Ohio department of job and family services (ODJFS) in accordance with paragraph (G) of this rule by the end of the next business day.

(3) No later than the end of the next business day, the provider shall notify parents when their child has been exposed to a communicable disease listed on the JFS 08087.

(4) All the requirements of this rule shall apply if the provider's own child is sick.

(5) The provider shall release employees and child care staff members who have a communicable disease or who are unable to perform their duties due to illness.

(E) When shall a family child care provider complete the JFS 01299 "Incident/Injury Report for Child Care"?

(1) The family child care provider shall complete the JFS 01299 and provide a copy to the child's parent or the person picking up the child on the day of the incident or injury if:

(a) A child becomes ill or receives an injury which requires first aid treatment.

(b) A child is transported in accordance with this rule to a source of emergency assistance.

(c) A child receives a bump or blow to the head.

(d) An unusual or unexpected incident occurs which jeopardizes the safety of a child or provider, such as a child leaving the home unattended, a vehicle accident with or without injuries or exposure



of children to a threatening person or situation.

(2) Copies of the JFS 01299 shall be kept on file at the home for least one year and shall be available for review by (ODJFS) or the county agency.

(F) What is a serious incident?

(1) Death of a child at the home.

(2) An incident, injury, or illness that requires professional medical consultation or treatment for a child.

(3) An unusual or unexpected incident which jeopardizes the safety of a child, resident, child care staff member or employee of a family child care home.

(4) An incident defined as a serious risk non-compliance in appendix A to rule 5101:2-13-03 of the Administrative Code.

(G) What does the licensed family child care provider do if there is a serious incident?

(1) The licensed family child care provider shall log in to <http://oclqs.force.com> by the next business day to report the incident, as defined in paragraph (F) of this rule.

(2) This notification does not replace reporting to the public children's services agency if there are concerns of child abuse or neglect as required by rule 5101:2-13-19 of the Administrative Code.

(3) The provider may print the completed serious incident report in OCLQS and give to the parent to meet the parent notification requirements of paragraph (E) of this rule.

(4) If a child is transported by anyone other than a parent for emergency treatment, the child's health and medical records required by rule 5101:2-13-15 of the Administrative Code are to accompany the child.



(H) What are the disaster plan requirements for a licensed family child care provider?

The licensed family child care provider is to develop a written disaster plan and train child care staff members and employees on the plan annually. Written documentation of this training is to be kept on-site.

(1) The plan shall include procedures that will be used to prepare for and respond to the following types of emergency or disaster situations:

(a) Weather emergencies and natural disasters which include severe thunderstorms, tornadoes, flash flooding, major snowfall, blizzards, ice storms or earthquakes.

(b) Emergency outdoor or indoor lockdown or evacuation due to threats of violence which includes active shooter, bioterrorism or terrorism.

(c) Emergency or disaster evacuations due to hazardous materials and spills, gas leaks or bomb threats.

(d) Outbreaks, epidemics or other infectious disease emergencies.

(e) Loss of power, water or heat.

(f) Other threatening situations that may pose a health or safety hazard to the children in the home.

(2) The disaster plan is to include details for:

(a) Shelter in place or evacuation, how the home will care for and account for the children until they can be reunited with the parent.

(b) Assisting infants and children with special needs and/or health conditions.

(c) Reunification with parents.



- (i) Emergency contact information for the parents and the provider.
- (ii) Procedures for notifying and communicating with parents regarding the location of the children if evacuated.
- (iii) Procedures for communicating with parents during loss of communications, no phone or internet service available.
- (d) The location of supplies and procedures for gathering necessary supplies for staff and children if required to shelter in place.
- (e) What to do if a disaster occurs during the transport of children or when on a field trip or routine trip.
- (f) Making the plan available to all child care staff members and employees.
- (g) Training of staff or reassignment of staff duties as appropriate.
- (h) Updating the plan on a yearly basis.
- (i) Contact with local emergency management officials.