








TOOLKIT FOR CHILD CARE HEALTH CONSULTANTS



Child Care Health Consultants will find many resources are useful for working with early education and learning programs. The symbol  means you can access or order parts or all of the material on the Internet or link to it via www.ecels-healthychildcarepa.org. For print documents, and where other websites are listed, you may contact the publishing organization. A list of commonly cited organizations is at the end of this document.

You can obtain the comprehensive reference, **Caring for Our Children** (CFOC), 3rd edition, from the national American Academy of Pediatrics and at <http://nrckids.org/>. CFOC includes the national standards for health and safety in child care with updated scientific rationale and references. Standards and appendices that are new in the 3rd edition or have had significant updates/changes to the content since the 2nd edition are found at http://www.nrckids.org/CFOC3/new_significant.pdf.

Occasionally, a question may arise which is not addressed by the items listed below. You may need to contact other health and safety professionals who have the needed expertise. If you are located in Pennsylvania, and need further assistance, contact ECELS-Healthy Child Care PA at 1-800-243-2357. Those who are outside Pennsylvania may contact the National Resource Center for Health and Safety in Child Care (NRC: <http://www.nrckids.org/>) or the American Academy of Pediatrics, Healthy Child Care America (AAP/HCCA) (<http://healthychildcare.org>) for help.

Item	Description	Source
ECELS-Healthy Child Care PA Health & Safety Professional Development brochure	A brochure listing <i>Self-Learning Modules (Free)</i> , which practitioners complete on their own, and return to ECELS for credit; <i>Workshops (Fee-for-service)</i> , taught by health and safety instructors to whom ECELS provides lesson plans and participant materials. Both learning options meet Pennsylvania's Early Learning Keys to Professional Development offered to Pennsylvania's early learning and school age programs.	ECELS 
ECELS Fact Sheets	A set of succinct information sheets for early education/child care staff on certain medical conditions, special needs, and an overview of infectious diseases. These supplement the fact sheets on specific types of infectious diseases found in <i>Managing Infectious Diseases in Child Care and Schools</i> , a publication of the American Academy of Pediatrics.	ECELS 
<i>Health Link Online</i>	ECELS publishes the newsletter, <i>Health Link Online</i> to inform early education and health professionals about health and safety issues. These issues are usually two pages, suitable for making copies to distribute.	ECELS 
<i>A – Z Child Care Information Links</i>	This is a continuously evolving list of selected web sites providing health and safety tips and information applicable to child care settings. http://nrckids.org/RESOURCES/list.htm	NRC 
<i>Frequently Asked Questions-CFOC3</i>	Frequently Asked Questions updated as needed, regarding standards <i>Caring for Our Children, 3rd edition, 2011</i> . www.nrckids.org	NRC 
<i>Major Changes in Health Practices since the Release of Caring for Our Children, 3rd edition, 2011</i>	Major changes in health practices since the Release of <i>Caring for Our Children, 3rd edition, 2011</i> available at the NRC website, check for recent updates and key resource links. www.nrckids.org	NRC 

Sections Included:

- Child Care Health Consultant Role
- Forms/Fact Sheets/Care Plans
- Infectious Disease/Sanitation/Hygiene
- Safety/Active Play
- Health Promotion
- National/State/Local Resources
- Books/Media
- Additional Websites

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Child Care Health Consultant Role





Item	Description	Source
A Guide to Effective Consultation with Settings Serving Infants, Toddlers, and Their Families: Core Knowledge, Competencies, and Dispositions	Defines the core knowledge, competencies, and dispositions (CKC) for consultants working in all early care and education settings and sectors serving infants, toddlers, and their families. http://www.mass.gov/edu/docs/eec/workforce-and-professional-development/professional-qualifications/20110620-guide2consultation.pdf	U.S. Dept. of Health and Human Services, Office of Child Care, Office of Head Start
Adult Teaching Strategies	Identifies adult learning principles, describes Cherry's learning styles, and Pike's Rule for pacing presentations to maintain interest, involvement and to promote retention.	ECELS (adapted from NTI materials)
<i>Building Better Child Care Through Health Consultation</i>	An 18 minute video that explains the value and role of child care health consultants. May be viewed online at the National Training Institute for Child Care Health Consultants website.	National Training Institute for Child Care Health Consultants
California Childcare Health Program	Their multidisciplinary team supports health and safe practices in child care settings with a wealth of resources you may download free or order for a small charge. Their materials are designed to be distributed and used in a variety of settings by both professionals and families. http://www.ucsfchildcarehealth.org/index.htm	California Childcare Health Program
Center Environment: Health and Safety Site Checklist	A selected list of observations to guide health professionals during visits to early education and child care programs to direct the consultant to look at key aspects of the program at first and subsequent visits.	ECELS
Center Environment: Health and Safety Site Checklist Tips	Tips on how to fill out the <i>Center Environment: Health and Safety Site Checklist</i> correctly.	ECELS
Continuum of Liability Exposure for Child Care Health Consultants	Based on general legal principles identifies activities with lesser, moderate and greater exposure risks. http://www.ucsfchildcarehealth.org/	Child Care Law Center for California Child Care Health Linkages Project
Child Care Service Encounter Form	A form to be used to document health consultant activities.	ECELS
Child Care Service Encounter Form Tips	Tips on how to fill out the Child Care Service Encounter Form correctly.	ECELS
ECELS Health and Safety Checklist 2011	ECELS Health and Safety Checklist-Version 1.4 is a 167 item observational tool with references for health professionals who provide child care health consultation.	ECELS
Eco-Healthy Child Care Program	This program of the Children's Environmental Health Network offers information to enable early education and child care professionals to make their settings as environmentally healthy and safe as possible. The website has a checklist that asks about 30 best practices. http://www.cehn.org/ehcc	The Eco-Healthy Child Care Program
First Aid Charts, Manual, Course Materials	Materials on first aid for teaching to groups, referencing the most current and authoritative first aid for pediatric illness and injury.	AAP
Health and Safety Action Plan	An outline (form) to help make and set priorities among plans/solutions for health and safety problems.	ECELS
Health Consultant "Dos"	Guidelines for effective functioning as a health consultant adapted from materials prepared by the National Training Institute for Child Care Health Consultation (NTI), School of Public Health, and University of North Carolina at Chapel Hill.	ECELS (adapted from NTI materials)

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Health Consultant Classroom Observation Guidelines	Early education and care classroom observation guidelines adapted from NTI materials.	ECELS  (adapted from NTI materials)
Health Consultant Knowledge and Skills	A list of the skills and knowledge of a health consultant, pages 33-36 Caring for Our Children, National Health and Safety Standards, Guidelines for Out-of-Home Child Care, 3rd edition, 2011	
Health Consultant (Role): Food Safety and Facility Sanitation	A brochure that describes the special services offered by food safety and sanitation experts as health consultants.	ECELS 
Health in Child Care: A Manual for Health Professionals	A manual written by an expert committee of the American Academy of Pediatrics summarizing evidence and recommendations for health professional roles in relation to early education and child care. (May be purchased at the AAP bookstore, www.aap.org .)	AAP 
How to Choose and Use a Child Care Health Consultant-Trainer	A brochure that describes the qualifications and role of the health consultant for an early education and child care program.	ECELS 
Iowa Child Care Health Consultation Forms	Iowa Department of Human Services quality rating forms including health and safety forms and the <i>Child Care Business – Partnership Agreement</i> http://www.dhs.state.ia.us/iqrs/forms/index.html	Iowa Department of Human Services 
Maternal and Child Health Library at Georgetown University	Accurate, timely information from across the MCH spectrum to assist states, communities, professionals, and families. http://www.mchlibrary.info/about.html	Maternal and Child Health Library at Georgetown University 
Spanish-Language Health Resources Knowledge Path	This knowledge path has been compiled by the MCH Library at Georgetown University. It points to current, high-quality Spanish-language health resources for health professionals and consumers. http://www.mchlibrary.info/KnowledgePaths/kp_spanish.html	
PA Position Statements Environment Rating Scales-Updated; Effective July 1, 2012	PA Position Statements are the result of the need to consider the impact of Pennsylvania Department of Public Welfare Certification Regulations and other Pennsylvania program specific expectations on the scoring of the items in the Environment Rating Scales. The newly revised statements include guidance in response to the release of Caring for Our Children-3rd edition (2011). www.pakeys.org	PA Early Learning Keys to Quality 
The Pediatrician's Role in Promoting Health and Safety in Child Care	A monograph about the three roles pediatricians can play with regard to early education and child care programs: as clinicians, as consultants, and as advocates in the community. (May be obtained online at the Healthy Child Care America website.)	AAP/HCCA 

Forms/Fact Sheets/Care Plans

Item	Description	Source
Asthma Care Plan	A care plan to be used by health care providers and other professionals to formulate a plan of care for children with asthma that parents and child care providers can agree upon and follow consistently.	ECELS 
Behavior Data Collection Sheet	A form to be used by caregivers to document a child's behavior that is of concern.	ECELS 
Behavior-Special Care Plan for Child with Behavioral Problems	A care plan to be used by health care providers and other professionals to formulate a plan of care for children with severe behavior problems that parents and child care providers can follow consistently.	ECELS 
Emergency Information Form for Children with Special Health Care Needs & Instructions	A form that records the health data for a child with special needs so that in the event of an emergency, the child's diagnoses, medications and special care needs are available to emergency personnel who are responsible for making decisions for the child's care.	AAP 

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Item	Description	Source
Letters (Models)	<ul style="list-style-type: none"> • Model letter to parents (about needing health data to inform the care of the child in a group care setting) • Dear Parent Letter (about health screenings) • Dear Doctor Letter • Dear Child Health Professional Letter 	<p>ECELS </p> <p>ECELS </p>
Model Child Care Health Policies appendices	Many useful forms to assist the child care provider and health consultant. See original publication.	ECELS
PA Child Health Assessment Form (CY51)	A form of the PA DPW for health professionals to document a child's well-child services for the records of the early education and child care program.	state licensing agency's regional offices and websites
Special Care Plan	A care plan to be used by health care providers and other professionals to formulate a plan of care for children who require special care.	ECELS
Situations that Require Medical Attention Right Away	A list of conditions that caregivers can use to recognize urgent medical situations in the early education and child care setting.	ECELS

Infectious Disease/Sanitation/Hygiene

Item	Description	Source
<i>Caring for Our Children</i> , 3 rd edition, frequently referenced standards relating to infectious disease control (See original publication.)	<p>Inclusion/Exclusion of Children-CFOC3 Standard 3.6.1.1</p> <p>Separation of Excluded Children-CFOC3 Standard 3.3.5.0.2</p> <p>Outbreak Control-CFOC3 Standard 3.6.1.3</p> <p>Staff Exclusion for Illness-CFOC3 Standard 3.6.1.2</p> <p>Diaper Change Procedure-CFOC3 Standard 3.2.1.4</p> <p>Use of a Diaper Changing Area-CFOC3 Standard 5.4.2.4</p> <p>Access to a Diaper Changing Area-CFOC3 Standard 5.4.2.4</p> <p>Use of a Diaper Changing Surface-CFOC3 Standard 5.4.2.4</p> <p>Handling Cloth Diapers-CFOC3 Standard 3.2.1.2</p> <p>Maintenance of Changing Tables-CFOC3 Standard 5.4.2.6</p> <p>Situations that Require Handwashing-CFOC3 Standard 3.2.2.1</p> <p>Handwashing Procedure-CFOC3 Standard 3.2.2.2</p> <p>Assisting Children with Handwashing-CFOC3 Standard 3.2.2.3</p> <p>Training and Monitoring for Handwashing-CFOC3 Standard 3.2.2.4</p> <p>Selecting an Appropriate Sanitizer or Disinfectant-CFOC3 Appendix J</p> <p>Guide for Cleaning, Sanitizing, and DisinfectinCFOC3 Appendix K</p>	NRC
Diapering Poster from CCA Global Partners, Inc.	Diapering poster based on <i>Caring for Our Children</i> , 3rd edition and the NRC for Health and Safety in Child Care and Early Education; created by CCA Global with guidance from the PA Chapter of the AAP. To purchase this poster, contact posters@CCAforSocialGood.com .	ECELS
Gloving	<i>Appendix D</i> from <i>Caring for Our Children</i> , 3 rd edition.	NRC
Immunization Handouts	<p>Recommended Immunization Schedule Age 0-6 Years</p> <p>Catch-up Immunization Schedule Age 4 Months – 18 years</p> <p>Recommended Immunization Schedule Age 7-18 Years</p> <p>Summary of Recommendations for Childhood and Adolescent Immunization</p> <p>Recommendations for Adult Immunizations</p> <p>U.S. Vaccines</p> <p>http://www.cdc.gov/</p> <p>http://www.immunize.org/</p>	<p>Centers for Disease Control and Prevention </p> <p>ECELS </p> <p>Immunization Action Coalition </p>

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Item	Description	Source
Integrated Pest Management: A Toolkit for Early Care and Education Programs	Presents practical information about using integrated pest management (IPM) to prevent and manage pest problems in early care and education programs. http://ucsfchildcarehealth.org/html/pandr/trainingcurrmain.htm	California Child Care Health Program ECELS
<i>Keeping Healthy</i> brochure	A publication of the National Association for the Education of Young Children that outlines essential policies and practices for prevention of infection for children in groups.	NAEYC
<i>Managing Infectious Diseases in Child Care and Schools</i> , 2 nd edition, 2009	The second edition spiral-bound publication of the American Academy of Pediatrics functions as a quick reference guide on how to prevent, identify, and respond to the most common childhood infectious diseases. Includes fact sheets, and strategies about specific types of infectious diseases and how to limiting the spread of infection.	AAP

Safety/Active Play

Item	Description	Source
Child Passenger Safety information	Brochures, charts on selecting seat restraints, posters etc. on child passenger safety, including relevant PA laws. (In PA, 1-800-CAR BELT)	PA AAP
<i>The Dirty Dozen of Playground Injuries</i>	A brochure that identifies twelve leading causes of injury on playgrounds.	NPSI-National Playground Safety Institute
<i>Handbook for Public Playground Safety</i>	A detailed guide from the U.S. Consumer Product Safety Commission to help communities, child care centers, schools, etc. ensures that playgrounds are safe available online at www.cpsc.gov .	U.S. Consumer Product Safety Commission
Risk Watch	A comprehensive injury prevention program that gives children and their families the skills and knowledge they need to create safer homes and communities. In grade-specific kits for preschool, early elementary and middle school years, this school-based curriculum includes links for teachers with community safety experts and parents.	National Fire Protection Association
Playground Inspection and Maintenance Form (Checklists for Active Play Areas)	Daily, Monthly, Twice per Year Checklists. Check for specific hazards in active play areas and develop an action plan to fix each hazard identified.	ECELS

Health Promotion

Item	Description	Source
<i>American Academy of Pediatrics brochures</i>	More than 100 brochures on a wide range of health topics for parents, teachers and other caregivers) about pediatric health topics.	AAP
<i>A Guide to Children's Medication</i> brochure	A brochure describing safe administration of medication to children.	AAP
<i>Babies Sleep Safest on Their Backs-SIDS</i>	A brochure for non-health professionals that discusses how to reduce the risk of SIDS.	Back to Sleep/NICHD
<i>PA Child Health Assessment Form (CY51)</i>	A form of the PA DPW for health professionals to document a child's well-child services for the records of the early education and child care program.	PA state licensing offices/ websites
<i>WellCareTracker™</i>	Internet based software program which tracks immunizations and preventative screenings. See www.wellcaretracker.org .	PAAAP

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National/State/Local Resources

Item	Description	Source
Child Abuse and Neglect Toll-Free Crisis Numbers	A list of toll-free crisis numbers for Child Abuse and Neglect services in Pennsylvania. [<i>Directory of PA State & County Offices of Children, Youth and Families, PA State & National Resource List</i>] Comparable lists are available in other states through child abuse hot lines usually listed in the blue human services pages of telephone directories.	ECELS
Institute for Safe Families	Working with Dr. Linda Chamberlain and utilizing key principles of neurodevelopment and the latest research on neuroscience, the Institute for Safe Families (ISF) is creating the Amazing Brain Initiative including a series of brochures specifically geared to parents and teens such as <i>The Amazing Brain</i> . The mission of ISF is to prevent intimate and family violence and to promote the health and well-being of each member of the family and the community in which they live. www.instituteforsafefamilies.org/	Institute for Safe Families
PA Learning Standards for Early Childhood	The Pennsylvania Early Childhood Education Standards are research-based standards that identify key learning areas of development for children and are reflected in the Core Body of Knowledge competencies. The standards guide practitioners to intentionally integrate developmental knowledge with the attitudes, skills, and concepts children need to make progress in all learning areas. www.pakeys.org http://www.pakeys.org/pages/get.aspx?page=Career_Standards	PA Early Learning Keys to Quality
Licensing and Regulation Information for Child Day Care Centers (state-specific)	Available on the website of the National Resource Center for Health and Safety in Child Care.	NRC website
PA AAP Program Overview	An overview of programs available through the PA Chapter of the American Academy of Pediatrics.	ECELS
Web Site Resources	List of useful web sites compiled by ECELS with links from the ECELS-Healthy Child Care PA website.	ECELS

Books/Media

Item	Description	Source
<i>Caring for Our Children: National Health and Safety Performance Standards; Guidelines for Early Care and Education Programs, 3rd edition.</i>	Ten chapters delineate performance expectations for: 1) staffing, 2) program activities, 3) health promotion, 4) nutrition, 5) facilities, 6) play areas, playgrounds and transportation, 7) infectious disease, 8) children with special needs and disabilities, 9) policies, 10) licensing and community action. Available for purchase from the National AAP bookstore and online from the NRC http://nrckids.org/ .	NRC
<i>Caring for Our Children, video series</i>	A set of 6 videos that illustrate how early education programs meet the national standards. Available for purchase from the National AAP bookstore and NAEYC.	AAP, NAEYC
<i>Health and Safety Consultation in Child Care Video Series or DVD set</i>	5 part instructional videos or DVD series designed to inform health professionals and early education and care directors. The DVD includes instructions for completion of work to receive continuing	ECELS
<i>Health and Safety Consultation in Child Care Video Series or DVD set</i>	5 part instructional videos or DVD series designed to inform health professionals and early education and care directors. The DVD includes instructions for completion of work to receive continuing education credit from the University of Pittsburgh. Available for purchase from the National AAP bookstore by out-of state residents. PA directors and Health Consultants should contact ECELS for a copy.	ECELS AAP

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<i>Health in Child Care: A Manual for Health Professionals</i>	A manual written by an expert committee of the American Academy of Pediatrics summarizing evidence and recommendations for health professional roles in relation to early education and child care.	AAP
<i>Healthy Young Children- 2012 edition</i>	A health and safety reference and resource guide for program directors and teachers published by the National Association for the Education of Young Children.	NAEYC
<i>Managing Chronic Health Needs in Child Care and Schools, 2010</i>	A spiral-bound publication of the American Academy of Pediatrics that functions as a quick reference guide on how to provide inclusive care for children with special needs in early education and child care settings. Includes quick reference sheets, and “what to do when” advice. It helps health care professionals communicate essential information and instructions clearly and efficiently.	AAP
<i>Managing Infectious Diseases in Child Care and Schools, 2nd edition, 2009</i>	A publication of the American Academy of Pediatrics that functions as a quick reference guide on how to prevent, identify, and respond to the common childhood infectious diseases. Includes fact sheets about specific infectious diseases and how to limit the spread of infection.	AAP
<i>Model Child Care Health Policies-4th Ed, September, 2002 (and selected 2011 updates.)</i>	A monograph that provides sample policies and forms that can be used as fill-in-the-blank document to draft health and safety policies for programs that provide child care. 2011 updates available: Nutrition, Food Handling and Feeding, Physical Activity and Transportation and Field Trips.	ECELS
<i>Pediatric Environmental Health, 3rd edition</i>	Current information on an exhaustive range of environmental health issues including exposure to harmful substances and environments.	AAP
<i>Pediatric Nutrition Handbook, 5th edition</i>	Evidence-based guidance on the full spectrum of childhood nutrition issues. Latest information about nutrient metabolism and nutrition to support the normal development and health of infants and children who are well, those born with congenital anomalies or disorders of metabolism, and acute and chronic illness.	AAP
<i>Preventing Childhood Obesity in Early Care and Education Programs (CFOC3 Spinoff)</i>	The updated edition with selected standards from Caring for Our Children: National Health and Safety Performance Standards, 3rd edition, 2011, includes best practices in nutrition, physical activity, and screen time for ECE programs. http://nrckids.org/SPINOFF/PCO/index.htm	NRC
<i>Red Book, Report of the Committee on Infectious Diseases</i>	Prime reference manual on infectious disease in children. Includes sections on implications of specific types of infectious diseases when these occur in early education and child care programs.	AAP
<i>Risk Watch</i>	A comprehensive injury prevention program that gives children and their families the skills and knowledge they need to create safer homes and communities. Grade-specific kits contain links for teachers with community safety experts and parents.	National Fire Protection Association
<i>Safe Sleep Practices and SIDS/Suffocation Risk Reduction (CFOC3 Spinoff)</i>	This is a compilation of standards from Caring for Our Children: National Health and Safety Performance Standards; Guidelines for Early Care and Education Programs, 3rd edition, 2011 (CFOC3) on safe sleep and reducing the risk of Sudden Infant Death Syndrome (SIDS)/suffocation. http://nrckids.org/SPINOFF/SAFESLEEP/SafeSleep.html	NRC
<i>Stepping Stones to Using Caring for Our Children</i>	A subset of standards from Caring for Our Children that were selected by experts as those standards most closely linked to significant risks.	NRC
<i>The Pediatrician’s Role in Promoting Health and Safety in Child Care</i>	A monograph about the three roles pediatricians can play with regard to early education and child care programs: as clinicians, as consultants, and as advocates in the community.	AAP/HCCA

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Additional Websites

AAP	American Academy of Pediatrics/ 888-227-1770	www.aap.org
ACF	The Administration for Children and Families (ACF), within the Department of Health and Human Services (HHS)	http://www.acf.hhs.gov/
	-ChildCare.gov; official source for all U.S. government child care information	http://childcare.gov/
	-Child Care Bureau, HHS	http://www.acf.hhs.gov/programs/cb/
	-The Office of Child Care	http://www.acf.hhs.gov/programs/cb/index.html
NCCIC	-National Child Care Information and Technical Assistance Center	http://www.acf.hhs.gov/programs/cb/ta/administrators/5_c_ix.htm
APHA	American Public Health Association/ 301-893-1894	www.apha.org
CSEFEL	Center for the Social and Emotional Foundation for Early Learning	http://csefel.vanderbilt.edu/
ECELS – HCCPA	Early Childhood Linkage System - Healthy Child Care PA	http://www.ecels-healthychildcarepa.org/
ECLKC	Early Head Start National Resource Center	http://eclkc.ohs.acf.hhs.gov/hslc
FPG	Frank Porter Graham Child Development Institute (FPG) at University of North Carolina	http://fpg.unc.edu/
HCCA	Healthy Child Care America/ 847-434-4915	www.healthychildcare.org
	Healthy Childcare Magazine/ 877-258-6178	www.healthychild.net
	Healthy Kids, Healthy Care	http://www.healthykids.us/
NAEYC	National Association for the Education of Young Children/ 800-424-2460	www.naeyc.org
NAFCC	National Association for Family Child Care	http://www.nafcc.org/
NFPA	National Fire Protection Association/ 800-344-5555	http://www.nfpa.org
NPPS	National Program for Playground Safety	http://www.playgroundsafety.org/
NRC	National Resource Center for Health and Safety in Child Care/ 800-598-5437	http://www.nrckids.org/
NRPA	National Recreation and Park Association (Certified Playground Safety Inspectors; CPSI)	http://www.nrpa.org/
NTI	National Training Institute for Child Care Health Consultants/ 919-966-6288	http://nti.unc.edu/
PA AAP	PA Chapter of the American Academy of Pediatrics/ 484-446-3003	http://www.paaap.org/
US CPSC	U.S. Consumer Product Safety Commission	http://www.cpsc.gov/