



December 15, 2014

Cynthia C. Dungey, Director
Ohio Department of Job and Family Services
30 E. Broad Street, 32nd Floor
Columbus, Ohio 43215-3414

Dear Director Dungey:

We are pleased to present the state fiscal year (SFY) 2014 Ohio Child Care Advisory Council (CCAC) Annual Report. This report provides information on the discussion, input and actions of the Council during the past year.

The CCAC is committed to quality care and education services for all children in Ohio. This year CCAC was particularly focused on advancing policies that support school readiness, providing guidance on the transition of Type B providers to licensing and Step Up to Quality participation.

As always, we recognize that child care is a business for both profit and non-profit organizations. The goal of the CCAC is to influence policies that create the best system of care for children, parents, providers and communities. The CCAC has tried to strike a balance between these multiple interested parties.

CCAC is an example of the positive outcomes that can occur when a strong, ongoing partnership is developed between a regulatory agency and the community. The CCAC and the Ohio Department of Job and Family Services (ODJFS) have worked on many complicated issues this year. The meetings have provided a productive venue for dialogue and insight between the community, the early education field and ODJFS.

Sincerely,

Elaine Ward, Chair
Ohio Child Care Advisory Council

cc:

Michael McCreight, Assistant Director, Health and Human Services
Kara Bertke-Wente, Deputy Director
Michelle Albast, Bureau Chief
Jeffery Van Deusen, Bureau Chief
Tracey Chestnut, Bureau Chief

OHIO CHILD CARE ADVISORY COUNCIL
ANNUAL REPORT
July 2013 - June 2014

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Statute Creating the Ohio Child Care Advisory Committee

Section 5104.08 of the Revised Code directs the creation of the Child Care Advisory Council. This Council is to advise and assist the Ohio Department of Job and Family Services (ODJFS) in the administration of Chapter 5104 of the Revised Code and the development of statewide child care policies and procedures.

The Ohio Child Care Advisory meetings are open to the public and meet the third Wednesday of each month. Agendas consist of discussions regarding current issues in child care, ODJFS Child Care monthly updates, and needed action items to fulfill our charge.

Composition of Council

Section 5104.08 states, "The council shall consist of twenty-two voting members appointed by the director of job and family services with the approval of the governor. The director of job and family services, the director of developmental disabilities, the director of mental health, the superintendent of public instruction, the director of health, the director of commerce, and the state fire marshal shall serve as nonvoting members of the council.

Six members shall be representatives of child daycare centers subject to licensing. These members represent a variety of centers, including nonprofit and proprietary from different geographical areas of the state. At least three members shall be parents, guardians or custodians of children in a head start program or receiving child daycare or publicly funded child daycare in the child's own home, a center, type A home, or a certified type B home at the time of appointment. Three members shall be representatives of in-home aides, type A homes, certified type B homes or head start programs. At least six members shall represent County Departments of Job and Family Services (CDJFS). The remaining members shall be representatives of the teaching, child development and health professions, and other individuals interested in the welfare of children. At least six members of the Council shall not be employees or licensees of a child daycare center or type A home, or providers operating a certified type B home or in-home aides. Members serve on a voluntary basis for a three-year term and must attend at least six, 50 percent, of the meetings per year to maintain voting membership on the Council."

State Fiscal Year (SFY) 2014 Council Members

Member Name	Representation Type	Member Name	Representation Type
Foster, Sandra	CDJFS	Johnson, Tasha	Not-for-profit
Story, Amy	CDJFS	Smith, David	Not-for-profit
Mettler, Kelly	CDJFS	Crouse, Marjorie	Parent
Scarberry, Whitney	CDJFS	Stertzbach, Sarah	Parent
Burnette, Danielle	CDJFS	Watson, Kate	Parent
Wallace, Lolita	CDJFS	Leonard, Louanna	Proprietary
Perrino, Pam	Community Professional	Lindley, Jim	Proprietary
Brannum, Teri	Community Professional	Raneri, Teri	Type A
Pinherio, Beth	Community Professional	Haile, Asyia	Type B
Ward, Elaine	Community Professional	Montana, Gail	Type B
Piazza-King, Julie	Not-for-profit		
Selway, Paula	Not-for-profit		
Ex-Officio Members			
Courts, Melissa	Ohio Department of Health	Carlson, Kim	Ohio Department of Education
Saunders, Diane	Ohio Department of Education	Johnson, Ron	Ohio Department of Commerce/State Fire Marshall
French, Lynn	Ohio Department of Commerce/State Fire Marshall	Hauck, Kim	Ohio Department of Developmental Disabilities
Bush, Katrina	Ohio Department of Developmental Disabilities		

CCAC Committees

Standing Committees

Policy and Rule Committee

The Policy and Rule Committee is responsible for developing recommendations to inform ODJFS's planning and development of child care policies, procedures, and regulations. The Committee's focus is on essential health, safety, and overall quality in all child care settings. This committee is charged with:

- Reviewing existing rules and participating in the ODJFS rule revisions/reduction project.
- Gathering and disseminating relevant research from other states and sources to inform and contribute to the process.
- Focusing on the essential and foundational health, safety, and developmentally appropriate practices, while understanding the relationship and alignment with quality standards.
- Providing feedback on current rules, federal guidelines, and creation of state initiatives such as the administrator's credential and expansion of the Tiered Quality Rating and Improvement System.

Information Technology Committee

The Information Technology (IT) Committee is responsible for developing recommendations to ODJFS on the Child Care Information Data System (CCIDS). CCIDS includes licensing, COLTS-SOLAR, Step Up to Quality (SUTQ), Eligibility and Authorization, Centralized Payments, 3299 and Ohio Electronic Child Care (ECC). The committee's focus is on enhancements to current systems that create efficiencies and automated tools for the department, users and stakeholders.

Ad Hoc Committees

In SFY14, three ad hoc committees were formed in response to current issues and interests raised at CCAC meetings.

Family Child Care Workgroup

There was considerable transition for family child care providers that occurred in SFY14. For Type B providers there was the transition from county certification to ODJFS licensing in January 2014 and later in the year eligibility to participate in Step Up to Quality, July 2014. To address the many questions that arose with these system changes, ODJFS staff and interested CCAC members formed a small workgroup to provide support and guidance on transition activities and communication.

Rural Child Care Workgroup

A workgroup was formed in March to focus on the unique barriers and issues faced by early childhood providers in rural areas. Issues that were raised included financial viability for centers, particularly for those providing publicly funded child care (PFCC), and the challenges programs face to participate in Step Up to Quality (SUTQ).

Infant Toddler Workgroup

Toward the end of SFY14, the subject of care for infants and toddlers arose. With the opportunity to expand Head Start there rejuvenated the agenda around care for this age group. There was sentiment within CCAC that the zero-to-three age group needs to be a greater focus considering that it is such a

critical period in child development and it influences school readiness. To better address this topic a workgroup was formed.

Executive Summary

Throughout the year CCAC was focused on many of the system changes occurring in Ohio through the implementation of the Early Learning Challenge Grant. Much of the work occurred in committees allowing for more informed discussions at the full council.

Topics included the ongoing development work on information systems, the shift to a five–star system for SUTQ, transition of Type B family child care from certification to licensure, the availability of early childhood expansion funding, policies to support school readiness and the challenges faced in rural areas concerning the availability and quality of care.

Key recommendations in SFY14 included:

- A request that families receive SUTQ information in their application for publicly funded child care.
- The suggestion that technical assistance be provided to county agencies that children who are authorized to attend care, may still do so regardless of the caretaker’s activity on a particular day.
- To review ODJFS manuals on the Early Childhood Ohio website to ensure they are easily accessible.
- To create a workgroup to address the issues and barriers in rural areas, gather data, define rural, quality and rating and make recommendations.
- Provide an opinion that in House Bill 536 providers should not be placed in the role of monitoring children’s immunizations. This is not a provider’s expertise. Status of immunizations should be covered through submission of the annual physical and schedule monitored by the child’s physician.
- In the year prior to a child attending or becoming enrolled in Kindergarten, the child should continue to be eligible for PFCC, provided the child is attending or enrolled in an accredited or Step Up To Quality rated program—regardless of parent job loss, illness, maternity, or a break in work or school of longer than 30 days.

CCAC Key Topics SFY14

Accessibility and Affordability

Swipe Card System

A major focus of discussion continued to be the rollout and implementation of the swipe card system. From CCAC member comments it was clear that many providers have developed best practice strategies to manage the system effectively, while others were still finding challenges. To quantify concerns and support early childhood providers, Ohio Association of Child Care Providers (OACCP) designed a survey for providers to gather data on the transition to the new swipe cards and learn how programs have been affected.

The survey collected information on best practices, impact on enrollment and policies and procedures. In August, CCAC member David Smith shared a presentation on the survey results. Key findings included that: 75% of 196 respondents reported no effect on enrollment or had increased enrollment and there was a decrease in manual claims.

IT System Discussions

Status of the “Request for Changes” (RFC) priorities with Xerox were reported by staff and discussed, primarily at the IT committee, throughout the year. These included the Pweb, particularly the void function, and the system changes needed to simplify billing and improve payment accuracy for school-age children. Other topics were the Statewide Student Identifier (SSID) roll out, the Ohio Child Quality and Licensing System (OCLQS), and browser issues with the provider portal.

A formal recommendation was made by the IT committee to the CCAC that ODJFS create webinars about the redetermination process, and common issues for providers. The idea that these might also serve as acceptable training credit was discussed.

Another topic of discussion arising from the IT committee concerned how programs appear in the Ohio Child Licensing and Quality System (OCLQS) when they have a serious risk non-compliance (SRNC) noted on their inspection report. Of particular concern was the need for a better explanation of SRNC for parents when viewing the reports on-line. The IT committee and CCAC agreed that ODJFS should create a better explanation of SRNC. One suggestion was to have an A,B,C type rating that is more easily understood by a layperson.

Availability

Family Child Care Transition from Certification to Licensure

ODJFS staff kept CCAC abreast of the changes taking place in preparing for the transition of Type B Home providers from certification to licensure.

A particular area of concern that emerged in the fall 2013 centered on the changing process for enforcement, revocation and appeals for family child care. Questions were raised about the status of pending county revocations as 2013 closed out. Some county agency representatives and others reported experience with serious health and safety risks occurring in family child care homes. The past ability to revoke certification in these instances served to protect children. Discussion about the new process under licensing and the need to balance the rights of a provider to an appeal process at the state level with the timely protection of children in a family child care home setting was a topic of discussion that remained unresolved.

Issues concerning providing family child care providers with clear information about licensing and SUTQ were addressed. Misconceptions were heard throughout the state and the workgroup worked with ODJFS staff to identify areas of misunderstanding or confusion and worked together to develop communications for providers.

One area of common misconception was around SUTQ requirements. Helping providers know that support is available through their local Child Care Resource and Referral Agency (CCR&R) and how to

access help was discussed. The idea of a survey to learn about interest in SUTQ and to gather baseline data was discussed and implemented.

With guidance from the family child care workgroup, two letters were drafted to clarify information about SUTQ, provide information about the technical assistance available from the CCR&Rs and to offer information about training and the professional development registry.

Quality

Step Up to Quality (SUTQ)

CCAC members weighed in on a variety of topics related to the transition from the three-star system to the new five-star system. A particular concern was discussed about the point system allowing point accumulation for lowered ratio for one age group but not across all age groups and therefore not guaranteeing the same level of quality in all classrooms. Another area of concern was the need for technical assistance on selection of a curriculum.

In September a motion was proposed by the Policy & Rule Committee and approved by the full CCAC recommending to ODJFS that SUTQ and star-rated center information be included within the family's application either on the front page or an insert in the application once all programs are eligible to participate in SUTQ.

School Readiness and Publicly Funded Child Care

Over the course of several meetings CCAC members discussed the sometimes competing goals of publicly funded child care as a work support and the state's efforts to improve school readiness. Member discussions included comments about the importance of dosage and how the continuity of care contributes to greater school readiness. Many members felt that current rules for eligibility and authorization don't support outcomes for children.

By mid-year CCAC members looked at issues around part-time and full-time attendance requirements and authorizations. Questions arose about whether it was acceptable for children who are authorized to attend child care, may still do so regardless of the caretaker's activity on a particular day. This was reported to be handled differently across the state and members asked that this be clarified with county agency staff.

For several meetings the group discussed the impact to children when the caretaker loses eligibility and identified the most common causes. Discussion extended to how to increase the number of high quality centers, ideas to have longer authorization periods and retaining three and four year old children in quality care when caretakers have a gap in employment or education.

After review of ODJFS data, CCAC learned that the most common reasons for authorizations to be revoked are loss of a job, a break in work or school longer than 30 days (including illness), maternity leave, failure to make copayments, failure to inform of two parents living in the same home and a new job exceeding income limits. Discussion amongst members included consideration of the original purpose of CCDF as a work support and therefore being attached to an activity. The discussion continued around a shift in focus nationally and greater consideration of the child's needs. A comparison was drawn to public preschool slots remaining available to a child despite a change in eligibility mid-year.

In May 2013, after considerable debate and discussion, CCAC unanimously agreed to recommend that in the year prior to entering kindergarten, a child's eligibility should continue, provided the child is in an accredited or SUTQ rated program, regardless of a parent's job loss, illness, maternity or break in work or employment longer than 30 days. Further, the recommendation requested that the legislature increase funding to implement this change considering that the expenditure would support kindergarten readiness. This culminated in a letter to the ODJFS director (Appendix A).

Policy and Rule Discussions

Throughout the year, the Policy and Rule Committee reviewed and commented on policy changes presented by ODJFS staff. These reviews included Ohio Administrative Code (OAC) Chapter 5101:2-12 rules, Chapter 5101:2-14 rules concerning the medical form, Chapter 5101:2-16 rules regarding eligibility and payment, discussion of the overwhelming number of SUTQ forms and the SUTQ guidance document. A recommendation was made in September 2013 to ODJFS that information on SUTQ be included in a family's application. Mid-year, the committee asked that technical assistance be provided regarding the category of authorization and the different understanding that is sometimes occurring at the county agency level. Members also recommended that the manuals on the Early Childhood Ohio website be reviewed and that the OAC rules be made easily accessible.

The language in House Bill 536 caused discussion on proposed immunization practices and related administrative burden that would be placed on providers. CCAC recommended that ODJFS share the concern about the potential administrative burden to the provider, the additional enforcement required and suggested that the language include a provision that a "catch-up" schedule would be acceptable. It was generally felt that the annual physical and immunization schedule is the responsibility of the physician rather than the child care provider.

Availability and Affordability

Early Childhood Expansion Funding

ODJFS staff presented information on the new early childhood expansion funds that were made available. The focus and input from CCAC was on ensuring that the funded slots were filled. CCAC recommended ODJFS reach out to kinship and foster parents for inclusion. Further suggestions included discussion of how slots were allocated between community-based programs and districts and the need to focus on the child rather than the school district.

Rural Child Care

The subject of rural child care and the challenge of opening and running a viable child care center in a rural area was discussed. The main issues are a lack of qualified staff, limited appropriate facilities, transportation issues, market rate and limited local resources such as United Way or foundations. Key questions included how to improve quality with a shortage of qualified staff and how the market rate is determined fairly with so few programs. A work group with representatives from ODJFS, AFSCME, providers, and CCR&Rs was formed to delve into this issue.

Questions for consideration included how to support programs to be successful and to better understand and address barriers. Ideas included looking into federal funding opportunities for rural development and supporting programs by requiring long range plans for new operations in rural areas.

After several initial meetings the group stepped back to gather data and information before returning to CCAC with a report or recommendations. Data sources include OCCRRA research on program closures, programs that have opened, the Early Childhood Advisory Council (ECAC) supply and demand research and ODJFS occupancy data.

Glossary of Terms

For the convenience of the reader, a glossary of terms has been provided as an addendum.

3299

This is a system used by county agencies to determine eligibility for PFCC and to maintain information on Type B Home providers, In-Home Aides, Ohio Department of Education licensed programs and Out-of-State child care providers.

Accessibility

The availability of affordable child care when and where a family needs it.

Affordability

The degree to which the price of child care is a feasible family expense. High quality care may be available but it may not be affordable for a family with a low or moderate income.

AFSCME

American Federation of State, County and Municipal Employees, Local Council 8, is the leading union for public and non-profit workers in our state with more than 41,000 members in more than 300 local unions representing city, county, hospital and university employees along with boards of education, non-profit workers and other public service employees.

Availability

The degree to which a family has ready access to needed child care. This might include not only convenient geographical location but also the availability of slots for the right age range and the right time of day. The converse of availability is an unmet need for child care, which occurs when a family needs assistance with the care of their children but cannot find it.

CCIDS

Child Care Information Data System that includes many sub-systems that support the child care program:

- Licensing
- 3299
- Eligibility and Authorization (EA)
- Centralized Payments
- Ohio ECC
- Provider Portal
- COLTS-Solar
- SUTQ
- Outlier Technology-Automated Inspection Tool

CCR&R

Child Care Resource and Referral- This is a statewide network of independent child care resource and referral agencies that provide services to families, child care providers, employers and the community.

Child Care Center

Any place that is not the permanent residence of the licensee or administrator in which child care is provided, with or without compensation, for seven to 12 children at one time, or any place in which child care is provided for 13 or more children at one time. Child care centers shall comply with all rules in Chapter 5101:2-12 of the Ohio Administrative Code.

COLTS

Central Office License Tracking System (COLTS) is the web-based component of the Licensing System. COLTS is used by state staff to process and manage license applications submitted by child care providers.

Continuous Licensing

Under the continuous licensing model, licenses do not expire, but can be revoked if ODJFS licensing policies and rules are out of compliance. Child care programs continue to undergo regularly scheduled inspections and visits.

Council

Advisory body to an agency or department.

Domains

Critical areas of child developmental and school readiness.

EarlyChildhoodOhio.org

A website designed to provide early childhood professionals with the latest resources and updates to promote school readiness for the children of Ohio.

Family Child Care Homes

Type A Home and Type B Home child care programs.

FPL

Federal Poverty Level- The poverty guideline as established in accordance with 42 USC 9902 (10-27-98).

JAD

Joint Application Design- JAD is a process used to collect business requirements while developing new information systems. The JAD process includes approaches to enhance user participation, expedite development and improve the quality of specifications.

Market Rate Survey

This survey is conducted bi-annually by ODJFS through an outside vendor, as a requirement of federal code, to collect data to determine whether the reimbursement rates for publicly funded child care are adequate to ensure equal access for families with limited income who need assistance to pay for child care.

NAEYC

National Association for the Education of Young Children

OACCP

The Ohio Association of Child Care Providers

OAKS

The Ohio Administrative Knowledge System.

OCCRRA

The Ohio Child Care Resource and Referral Association

ODDD

Ohio Developmental Disabilities Department

ODJFS

Ohio Department of Job and Family Services.

ODMH

Ohio Department of Mental Health.

Ohio ECC

Ohio Electronic Child Care

ORC

Ohio Revised Code

PIN

A Personal Identification Number is chosen by a parent as the number that connects to their swipe card and identifies the person with the authority to use the card to record a child's time and attendance.

POS Device

Point of Service Device- Each child care provider that participates in the publicly funded child care program receives a POS device for tracking attendance.

Program Integrity

Improve child care program compliance and quality through program monitoring and fraud control, and the development, analysis and exchange of resulting data.

Publicly Funded Child Care

These services may be provided to eligible public assistance clients who are participating in education or employment and training programs, such as the Jobs Opportunity and Basic Skills program. Child care services are provided for children under age 13. Families not receiving public assistance may qualify for assistance with child care costs based on their income and other expenses. Child care providers are required to be licensed by in order to participate in the publicly funded child care program.

PWEB

Provider-secure website for Ohio ECC data and reports for services provided to children in the publicly funded child care program.

Quality

Child care commonly refers to early childhood settings in which children are safe, healthy and receive appropriate stimulation. Child care settings are responsive, allowing children to form secure attachments to nurturing adults. Quality programs or providers offer engaging, appropriate activities in settings that facilitate healthy growth and development and prepare children for or promote their success in school.

R&R

(See CCR&R.)

RttT ELCG

Race to the Top, Early Learning Challenge Grant

Serious Risk Non-compliance

Serious risk rules have been identified as presenting the greatest risk of harm to children. The serious risk rules were identified by a workgroup with statewide representation from diverse stakeholder group. If a program has had a six point serious risk non-compliance at their most recent licensing inspection, or a total of twelve points of serious risk non-compliances in the previous twelve months, the program will not be eligible for a Star Rating in SUTQ. A six point serious risk, or a total of twelve points of serious risk non-compliances in a twelve month period, may result in the reduction or removal of a Star Rating.

SOLAR

System for On-line Licensing Applications and Requests (SOLAR) is a web-based system for child care centers and Type A homes to create, store, edit and submit applications to ODJFS for licensing.

Standards

Type A Home and center program standards for developmental domains in Step Up To Quality.

SUTQ

Step Up To Quality, a voluntary Five-Star Quality Rating System that recognizes and promotes early care and education programs that meet quality benchmarks over and above minimum health and safety licensing standards.

Type A Family Child Care Home (Type A Home)

Licensed care occurring in a permanent residence of the administrator in which child care is provided for seven to 12 children at one time, including any children under 6 years old who are related to a licensee, administrator or employee of the Type A Home and who are on the premises of the Type A Home. A Type A Home also can have four to 12 children at one time if four or more children at one time are under two years of age, including any children under six years of age who are related to a licensee, administrator or employee of the Type A Home and who are on the premises of the Type A Home.

Type B Family Child Care Home (Type B Home)

Licensed care occurring in a permanent residence of the provider in which child care is provided for one to six children at one time and in which no more than three children are less than two years of age at one time. (See Ohio Administrative Code for exceptions.) A Type B Home is licensed in order to participate in the publicly funded child care program.

Web Portal

An internet-based application that allows child care providers to enter information needed for ODJFS application processing.

Workforce Study

This report highlights key characteristics of the 2013 early childhood learning and development program workforce in Ohio.