

## Child Care Center Rule Revisions, Chapter 5101:2-12, of the OAC

Effective October 29, 2021

\*Updated November 17, 2021

This document is a high-level summary of some of the child care center rule changes. This document does not include every rule that has been revised. Please [see the entire rule](#) for more information on the updated requirements. Please note that in Appendix A to rule 5101:2-12-03, many bullets have been combined and only changes to the appendix language is noted in this document. Wording in red in the New World column reflects a **change** from the Old World language.

\*This document was updated to move the JFS 01305 to the sample forms section and to clarify that a substitute child care staff member is required to complete health and safety trainings.

Old World	New World
<b>Application and Amendments for a Child Care Center License Rule 5101:2-12-02, of the OAC</b>	
Programs are required to request an amendment within five days of the administrator’s last day and submit qualifications for the new administrator within thirty days.	(F)(3)(a) For a change in administrator, the center is to submit the amendment, with qualifications for the new administrator, within thirty days. <b>This includes when an existing administrator is on temporary leave for ninety or more days.</b>
N/A	<b>(F)(3)(b) Added to rule language that all CAPs must be submitted before a change in capacity.</b>
N/A	<b>(F)(4)(f) &amp; (g) Rule now states that a program may temporarily close prior to a change in location if care ceases at the old location before the new location is ready to be licensed. It also states the amendment will be closed if the new location is unable to be licensed within 90 days after the request is submitted.</b>
If a program needed to temporarily provide care in a different location and is unable to return to the licensed location within 90 days, the center shall request a permanent change in location.	<b>(F)(5)(b) Rule now states the program can temporarily relocate for up to 180 days. If the program is unable to return to the licensed location within 180 days, they must request a permanent change of location. It also clarifies that there are no extensions for a temporary change of location.</b>
Rule contains a list of items the program must keep current in OCLQS.	<b>(H)(7) &amp; (8) In addition to the previous list of items, rule now requires the program to also keep the Ohio Secretary of State entity number and their private pay rates current in OCLQS.</b>
The center was required to complete the JFS 00598 when an individual listed as an owner/authorized representative changed and submit the updated form to ODJFS.	<b>(I) The program is required to log into OCLQS to complete and submit information for changes in individuals who are legal business owners within 30 days of the change.</b>
<b>Compliance Inspection and Complaint Investigation of a Licensed Child Care Center Rule 5101:2-12-03, of the OAC</b>	
Appendix A	5101:2-12-09 MRNC <ul style="list-style-type: none"> <li>New MRNC for <b>administrator, employee or CCSM working at the program and preliminary approval not on file</b> or in the OPR.</li> <li>Third bullet sole responsibility added <b>no preliminary approval on file or in the OPR.</b></li> </ul> SRNC <ul style="list-style-type: none"> <li>New SRNC for <b>owner has an ineligible background check.</b></li> </ul>
Appendix A	5101:2-12-11 <ul style="list-style-type: none"> <li>Second bullet changed to <b>“equipment used for climbing, swinging, balancing and sliding.”</b></li> </ul>
Appendix A	5101:2-12-12 MRNC <ul style="list-style-type: none"> <li>Last bullet added the word <b>“accessible”</b> in reference to alcohol in areas used for child care.</li> </ul>

Appendix A	5101:2-12-14 MRNC <ul style="list-style-type: none"> <li>First bullet added wording to clarify <b>the inspection was not updated annually.</b></li> </ul> SRNC <ul style="list-style-type: none"> <li>The third bullet added <b>“or other substances which could impair driving”.</b></li> </ul>
Appendix A	5101:2-12-19 SRNC <ul style="list-style-type: none"> <li>New bullet for <b>child completely alone</b> in the building (no adults).</li> </ul>
Appendix A	5101:2-12-20 <ul style="list-style-type: none"> <li>First bullet revised to add <b>“bibs, pacifier clips/ribbons, teething jewelry”.</b></li> </ul>
Appendix A	5101:2-12-22 <ul style="list-style-type: none"> <li>New MRNC for <b>supplemental food not onsite, meals or snacks provided do not meet the requirements of the rule.</b></li> </ul>
<b>Building Department Inspection, Fire Inspection and Food Service Requirements for a Licensed Child Care Center Rule 5101:2-12-04, of the OAC</b>	
(A)(1) A certificate of occupancy for the purpose of operating a child care center is required in accordance with Chapters 3781. and 3791. of the Revised Code and shall be obtained from either the Ohio department of commerce or local certified building authority.	The program is now required to have <b>a copy of the certificate of occupancy available on-site for review.</b>
(A)(3)(b) At the time a child care center requests a license amendment for a change of location.	Programs are required to <b>obtain a certificate of occupancy when requesting a license amendment for a temporary change of location.</b>
	Programs are required to <b>obtain a fire inspection for a temporary change of location.</b>
Meals or snacks may be provided by a licensed catering food service operation. A copy of the caterer’s license shall be maintained on file for review.	<b>Meals or snacks may be provided by an off-site food processing establishment registered with the Ohio Department of Agriculture. The ODA registration requirement includes meals or snacks prepared by a child care center and provided or transported to a different child care center for serving. A copy of the food processing establishment’s current ODA registration is to be on file at the center. Programs that serve food prepared by a food processing establishment are to follow the requirements of the local health department having jurisdiction (including securing a food service license or exemption).</b>
N/A	<b>Programs that operate in an existing public school, chartered non-public school, church or similar location which maintains a food service operation license are not required to obtain a separate food service license or exemption. The program must obtain written documentation by the food service operation license holder granting permission to operate under their license.</b>
<b>Denial, Revocation and Suspension of a Licensed Child Care Center Application or License Rule 5101:2-12-05, of the OAC</b>	
	<b>(C)(3) Programs are required to notify the families of all enrolled children and post a copy of the notice of intent to revoke in a noticeable location within 48 hours of receipt of the notice letter.</b>
	<b>(K) ODJFS may ministerially close a license if the owner of the child care center has changed.</b>
<b>Administrator Responsibilities, Requirements and Qualifications for a Licensed Child Care Center Rule 5101:2-12-07, of the OAC</b>	
The administrator is required to complete the orientation training within 30 days of starting employment at the center.	<b>(A)(5) The administrator is to complete the staff orientation training within 30 days of being named administrator if they have not already completed the staff orientation training or the <b>center pre-licensing training</b> after December 31, 2016.</b>
(2) Be on-site a minimum of one-half of the hours that the child care center is in operation during the week, or forty hours per week, whichever is less.	<b>(B)(2) Be on-site a minimum of one-half of the hours that the child care center is in operation during the week, or forty hours per week, whichever is less. <b>If there is more than one administrator, at least one administrator is to meet this requirement.</b></b>

The administrator is required to post scheduled hours of availability in a noticeable place that is easily accessible to parents.	(B)(4) The administrator is to post their scheduled hours of availability <b>to meet with parents</b> in a noticeable location.
N/A	(B)(10) The administrator is to cooperate with other government agencies as necessary to maintain compliance with Chapter 5101:2-12 of the Administrative Code.
CCCMPL No. 24 required administrators, employees and CCSMs to create and update employment records in the OPR for each child care program in which they are employed.  Once the employment record is created the administrator is to ensure the employee is assigned to the organization dashboard. The administrator is to keep current the list of employees and CCSM for the program in the OPR.  Changes in newly hired employees or CCSMs, a change in position or role, a change in schedule and the end of employment must be updated in the OPR within five calendar days of the change.	(C)Administrators are to: (1) Create and update their individual profile in the OPR. (2) Create and update the center’s organization dashboard. (3) (a) Ensure all employees and CCSMs create and update their own individual profile in the OPR. (3) (b) Ensure all employees and CCSMs create an employment record on or before their first day of employment, including date of hire. (3)(c) Ensure all employees and CCSMs update changes to positions or roles in the OPR within five calendar days of the change. (4) Update the organization dashboard within five calendar days of a change in an employee or CCSM’s scheduled days and hours, group assignments and end date of employment.
Appendix A	Row F – New qualification added for a current Ohio’s School-Age Administrator Professional Endorsement to be used if the serves only school-age children.
Appendix A	Added that in order to continue to meet administrator qualifications after being named, designated educational qualifications must remain current.
Appendix B	The following policies/procedures were added: <ul style="list-style-type: none"> <li>• Suspension and expulsion</li> <li>• Separate supervision of older school-age children policy, if applicable</li> <li>• Medical foods added to Administration of Medication</li> <li>• Routine trips added to Transportation</li> <li>• Feeding and Information about daily activities added to Infant care</li> <li>• Ensure compliance with ADA including administering medication and care procedures to children with disabilities</li> </ul>
<b>Employee and Child Care Staff Member Requirements for Licensed Child Care Center Rule 5101:2-12-08, of the OAC</b>	
Tdap immunization was addressed on appendix A to the rule and only included on the medical statement.	Not a new requirement but moved to rule for visibility (A)(2) for employees and (B)(3) for CCSMs - <b>Have written documentation on file of current immunization against tetanus, diphtheria and pertussis (Tdap).</b>
CCCMPL No. 34 outlined requirements for TB screening/testing.	(A)(3) for employees, (B)(4) for CCSMs and <b>Appendix C to the rule state the requirements for TB screening/testing.</b>
Enrollment or completion of a two year career-technical program shall be verified by a signed statement from student's teacher/coordinator of the training program verifying that the student is enrolled in the program and receiving supervision.	(B)(1)(b)(i) Enrollment or completion of a two year career-technical program shall be verified by a signed statement from student's teacher/coordinator of the training program verifying that the student is enrolled in the program and <b>receiving supervision by the training program.</b>
CCCMPL No. 24 required administrators, employees and CCSMs to create and update employment records in the OPR for each child care program in which they are employed.	(D) Added requirements for employees and CCSMs to create/update their profile in the OPR, create an employment record for the child care center on or before the first date of employment, and update their profile/employment record within five calendar days of any change in contact information, positions or roles, and related dates.
Orientation and Staff Requirements	Orientation Training requirements <b>include substitute child care staff members.</b>

<b>Training and Professional Development Requirements for a Licensed Child Care Center Rule 5101:2-12-10, of the OAC</b>	
The program was required to have at least one CCSM onsite, in each building, during all hours of operation who is currently trained in First Aid, CPR.	(A)(1) All child care staff members are to be currently trained in first aid and CPR. The trainings are to be completed within the first 90 days of hire. Until all individuals are current in training, building coverage must be maintained during all hours of operation.  A substitute is a child care staff member and must complete these trainings.
Course content for Child Abuse Recognition and Prevention (on Appendix A) required a six-hour original course which may be updated with a three-hour refresher training to be used for building coverage.  If staff did not have a current six- or three-hour training in Child Abuse, they must complete the prescribed ODJFS one-hour overview training within 60 days of hire. The one-hour overview training could not be used for building coverage.	(A)(3) All child care staff members are to be currently trained in child abuse and neglect recognition and prevention. The training is to be completed within the first 60 days of hire. Until all required individuals are current in the training, building coverage must be maintained during all hours of operation.  Appendix A course content for child abuse states <b>the individual may complete the ODJFS training</b> (valid for two years) or a course that covers all of the required topics (valid for three years).  *** The ODJFS training is free of charge and available in the OPR.  A substitute is a child care staff member and must complete this training.
N/A	(A)(5) CCSMs who meet the trainer requirements for First Aid, CPR and Management of Communicable Disease are considered to meet the training requirement for that health training.
Verification of health training shall be documented by verification from the OPR, the completed JFS 01276, or training cards issued by the organizations approved by ODJFS.	(C)(1)(c) <b>Added training certificates</b> as accepted documentation verifying completion of a health training.  Appendix A to the rule – <b>removed language regarding organizations approved by ODJFS to provide First Aid, CPR and Management of Communicable Disease.</b>
Appendix A provided the list of approved trainers and the qualifications.	Appendix A to the rule – <ul style="list-style-type: none"> <li>• <b>Added physician’s assistant (PA), advanced practice registered nurse (APRN), certified nurse practitioner (CNP) and licensed athletic trainer as a First Aid trainer.</b></li> <li>• <b>Added EMS instructor as a CPR trainer.</b></li> <li>• <b>Added PA, APRN, CNP, EMS instructor and current trainer employed by local health department as trainers for Communicable Disease. Removed authorized trainer for an approved health organization.</b></li> <li>• <b>Added PA, APRN and CNP as trainers for Child Abuse.</b></li> <li>• <b>Removed references to approved health organizations for currently certified trainers for First Aid and CPR.</b></li> </ul>
Substitutes were not required to meet the professional development requirements.	(B)(3) When the substitute is used more than 90 days annually between July 1 <sup>st</sup> and June 30 <sup>th</sup> , professional development requirements are to be met. The center is responsible for documenting the number of days the substitute worked for a period of 18 months.
N/A	Appendix B to the rule – <b>Added new option for meeting PD trainer qualifications - (e) Currently serves in a professional capacity, for at least two years, that directly relates to the subject of the training as it pertains to his or her professional role and is to only train within the jurisdiction of his or her job.</b>
<b>Indoor and Outdoor Space Requirements for a Licensed Child Care Center Rule 5101:2-12-11, of the OAC</b>	
Dividers were introduced in rule 5101:2-12-02.2 and were allowed to remain when the pandemic rules were no longer assessed.	(A)(8) <b>Allows dividers to be used to divide a room into smaller spaces to serve additional groups of children as long</b>

	<p>as the program ensures the indoor square footage requirements are maintained.</p> <p>If dividers are used, they must meet any requirements set by building and fire and be made of non-porous material or other material that can be cleaned and sanitized.</p>
Programs were required to have an outdoor space that is located away from traffic or protected from traffic or animals by a fence in good condition with functioning gates or natural barrier	<p>(C)(1) adds the word “on-site” to the outdoor space  (b) adds the word “continuous” to the fence or natural barrier and allows a combination of fence and natural barrier to make up the continuous barrier. Examples of natural barriers include, but are not limited to space, dense hedges, walls, permanently anchored dividers or partitions.</p> <p>A playground on the premises that is regulated by another state agency is exempt from the fence requirement.</p>
Gates shall not be padlocked when children are present at the center.	(C)(1)(c) Gates shall not be <b>locked</b> when children are present at the center.
N/A	<p>(E)(3) Functionally linked play equipment may be used if each piece of the adjacent equipment is not more than 12 inches apart for PS children or 18 inches apart for SA children.</p> <p>Functionally linked means two or more play structures designed and installed adjacently to create one integral unit that provides more than one play activity for children.</p>
Sandboxes shall be covered when they are not in use.	(E)(4) Sandboxes shall be covered when the program is closed. For programs operating 24 hours per day, this means sandboxes are covered during non-daylight hours.
Equipment designed for climbing, swinging, balancing or sliding must have a fall zone that extends a minimum of 6 feet in all directions from the perimeter of the equipment and 9 feet between two stationary pieces of equipment.	(F)(2) the fall zone can be shortened to a minimum of 3 feet in all directions if the equipment is exclusively used by children 6 months to 23 months of age. Likewise, the fall zone between two stationary pieces of equipment used exclusively by children 6 months to 23 months of age shall be a minimum of 4 ½ feet.
<b>Sanitary Equipment and Environment for a Licensed Child Care Center Rule 5101:2-12-13, of the OAC</b>	
Accumulated trash and garbage shall be stored outside of the outdoor or indoor play area and shall not be accessible to the children.	(A)(3) Accumulated trash and garbage are <b>not to be stored in an area that has been approved for child care.</b>
Appendix A	Appendix A – some cleaning requirements that have previously existed on the appendix were called out in other rules are now only called out on Appendix A to Rule 5101:2-12-13.
Handwashing sinks were defined as a permanent fixture with running water and which conforms to the Ohio plumbing standards of division 4101.3 of the Administrative Code	(B)(2) <b>Commercially manufactured non-permanent sinks may be used if fresh water and waste water are inaccessible to children and disposed of in a sanitary manner.</b>
Appendix B sets forth the required times when staff and children must wash their hands.	<p>Appendix B revisions  <b>Staff – Added prior to departure and upon entry into a classroom. Removed Upon returning from outside.</b></p> <p><b>Children – Added prior to departure.</b></p>
The center was required to discard toothbrushes if one of the following occurred: Contamination through contact with another brush or after illness; a toothbrush was used by another child; a toothbrush comes in contact with the toilet or toileting area.	(D)(3) <b>Toothbrushes must be discarded and replaced if the toothbrush becomes contaminated.</b>
<b>Transportation and Field Trip Safety for a Licensed Child Care Center Rule 5101:2-12-14, of the OAC</b>	
Permission slips for field and routine trips were required to be kept on file for one year.	(A)(1) Added clarifying language that the forms must be kept for one year <b>from the date of the trip.</b>
On routine trips, the driver was required to be an employee or child care staff member with the exception of contracted transportation services. For drivers who are not employees of the center, the administrator shall secure and keep on file a JFS 01266 that has been completed at least annually by the driver’s employer.	<b>Requirements for contracted drivers were removed from rule and the JFS 01266 was made obsolete.</b>

The annual safety check shall be performed by an automotive service excellence (ASE) certified mechanic or the Ohio State Highway Patrol.	(E) The vehicles used for transporting children are to be inspected annually by an ASE certified mechanic, <b>federal motor carrier safety administration (FCMSA) safety inspector</b> , or the Ohio State Highway Patrol.
The center shall require providers of transportation services to maintain documentation that the transportation services staff have performed the same weekly inspections and necessary repairs, or other appropriate actions required by rule	<b>This requirement was removed from rule.</b>
Appendix B sets forth requirements effective until January 1, 2017 and requirements effective January 1, 2017.	Appendix B Paragraph D clarifies <b>the driver is considered to be a passenger</b> of any vehicle approved for use in this appendix.
<b>Child Record Requirements for a Licensed Child Care Center Rule 5101:2-12-15, of the OAC</b>	
The child's medical statement shall contain the date of the medical examination	(B)(3)(b) The date of the medical examination, <b>which is to be no more than 13 months prior to the date the form is signed.</b>
The rule outlined when a JFS 01236 needs to be completed.	(C)(1)(b) Adds an additional requirement that a care plan is required to be used for children with a condition or diagnosis that requires ongoing administration of medication or medical foods. Medical food means food that is formulated to be consumed under the supervision of a physician, PA, APRN, or CNP and which is intended for the specific dietary management of a disease or condition.
Certain parts of various rules called out retention schedules for forms required in those rules.	(E) Requires all child medical statements, JFS 01217, JFS 01234, JFS 01236 as well as all permission from parents or physicians to be kept on file for 12 months from the date the form is signed, or updated, whichever is later, even if the child no longer attends the program or the form is no longer required for the child.
<b>Emergency and Health-Related Plans for a Licensed Child Care Center Rule 5101:2-12-16, of the OAC</b>	
The rule required the JFS 01242 "Medical, Dental and General Emergency Plan for Child Care" to be posted by each telephone.	(A)(1) The requirement to post the plan by each telephone was removed. Centers are to <b>post the plan readily in view in each classroom and other spaces used by children.</b>
The center shall post a fire and weather alert plan in each classroom and other spaces used by the children. The plan shall include a diagram indicating evacuation routes.	(A)(3) The center shall post a weather alert plan that includes the details listed in <b>paragraph (H)</b> of this rule <b>(including severe thunderstorms, tornadoes, flash flooding, major snowfall, blizzards, ice storms and earthquakes)</b> and a fire plan in each classroom and other spaces used by the children. The plan shall include a diagram indicating evacuation routes.
The center shall conduct quarterly emergency/lockdown drills.	(A)(6) The center shall conduct emergency/lockdown drills in <b>each quarter of the calendar year.</b>
First aid supplies shall be replaced as they are used, expired, damaged, or if sterile packages are opened.	This statement was removed from rule.
The program is required to post the JFS 08087 "Communicable Disease Chart" in a location readily available to parents, CCSM and substitutes for use in identifying and responding to communicable diseases.	(D)(2) The JFS 08087 shall be posted in a location readily available to parents, CCSM and employees. <b>The chart is to be displayed in the size available in the ODJFS Forms Central</b> in order for individuals to easily read, identify and respond to communicable diseases. <b>*** This chart may not be available until after the rules are effective.</b>
N/A	(D)(2)(a) <b>The center is to follow the requirements listed on the JFS 08087.</b>
N/A	(D)(2)(b) <b>If the communicable disease is required to be reported to the local health department, the center is to report the communicable disease to ODJFS as a serious incident by the end of the next day.</b>
Isolation precautions for a child with signs or symptoms of illness were listed in rule.	Isolation precautions are located on Appendix B to this rule. Clarification made that the child is to be isolated away from other children in another room or portion of a room, but within sight or hearing at all times. Also clarified that <b>parents are to be notified immediately to arrange discharge of the child and notified immediately if the child's condition worsens.</b>
The rule required the center to complete an incident report if a child became ill and required first aid or received an injury which required first aid treatment.	(E)(1)(a) <b>An incident report is required if a child becomes ill or receives an injury which requires first aid treatment.</b>

<p>The rule defined a serious incident as the following:</p> <ul style="list-style-type: none"> <li>• Death of a child at the center</li> <li>• A child received a bump or blow to the head that required first aid or medical attention.</li> <li>• An incident, injury, or illness that required a child to be removed by the parent or emergency services from the center for medical treatment, professional consultation or transportation for emergency treatment.</li> <li>• An unusual or unexpected event which jeopardized the safety of a child or employee of a center.</li> <li>• An incident defined as a serious risk noncompliance in appendix A to rule 5101:2-12-03.</li> </ul>	<p>(F) defines serious incidents as the following:</p> <ul style="list-style-type: none"> <li>• Death of a child at the center.</li> <li>• <b>An incident, injury, or illness that requires professional medical consultation or treatment for a child.</b></li> <li>• An unusual or unexpected incident which jeopardizes the safety of a child, CCSM or employee of a center.</li> <li>• An incident defined as a serious risk non-compliance in appendix A to rule 5101:2-12-03.</li> </ul>
<p>The center was required to develop a written disaster plan and make it available to all CCSMs and employees.</p>	<p>(H) The center is to develop a written disaster plan and <b>train CCSMs and employees on the plan annually. Written documentation of this training is to be kept on-site.</b></p>
<p>N/A</p>	<p>(H)(2)(f) <b>The plan is to include details for making the plan available to all CCSMs and employees.</b></p>
<p><b>Group Size and Ratios for a Licensed Child Care Center Rule 5101:2-12-18, of the OAC</b></p>	
<p>The center was required to have available in the classrooms, a copy of the transition agreement between the parent and the center.</p>	<p>(D)(1) <b>The transition agreement must be signed.</b></p>
<p>N/A</p>	<p>(D)(2) <b>Preschool children may transition to the school-age group at the conclusion of the school year before kindergarten to be counted as school-agers for ratio.</b></p>
<p>Written documentation for attendance records shall be kept for a period of one year. Attendance documentation shall remain at the center at all times.</p>	<p>(F)(1)(e) The <b>original</b> written documentation shall be kept for a period of one year. Attendance documentation shall remain at the center at all times.</p>
<p><b>Supervision of Children and Child Guidance for a Licensed Child Care Center Rule 5101:2-12-19, of the OAC</b></p>	
<p>The rule defined supervision of children.</p>	<p>(A)(1) adds that CCSM must be accountable for the child's care at all times, <b>including but not limited to, developmental and behavioral needs and parental preferences.</b></p>
<p>N/A</p>	<p>(C)(3) <b>When a child is expelled from the center for a behavioral reason, the expulsion is to be reported in OCLQS as a serious incident.</b></p>
<p><b>Sleeping and Napping Requirements for a Licensed Child Care Center Rule 5101:2-12-20, of the OAC</b></p>	
<p>The center shall develop bedtime routines in consultation with the parents of the children.</p>	<p>(A)(4) the requirement <b>to follow the bedtime routine</b> was added.</p>
<p><b>Meal Preparation/Nutritional Requirements for a Licensed Child Care Center Rule 5101:2-12-22, of the OAC</b></p>	
<p>Appendix A contains meal, snack, and breakfast food group requirements.</p> <p>A meal must consist of all of the following:</p> <ul style="list-style-type: none"> <li>• 1 serving of fluid milk</li> <li>• 1 serving of meat or meat alternative</li> <li>• 2 servings of fruits and/or vegetables</li> <li>• 1 serving of bread and grains</li> </ul>	<p>Appendix A contains the revised requirements for meals.</p> <p>A meal must consist of all of the following:</p> <ul style="list-style-type: none"> <li>• 1 serving of fluid milk</li> <li>• 1 serving of meat or meat alternative</li> <li>• <b>1 serving of fruit*</b></li> <li>• <b>1 serving of vegetables*</b></li> <li>• 1 serving of bread and grains</li> </ul> <p><b>*A vegetable may be used to meet the entire fruit requirement. When two vegetables are served at lunch or dinner, two different kinds of vegetables are to be served.</b></p>
<p>Appendix A Note: No child shall go longer than 4 hours without being served a snack or meal, except when sleeping.</p>	<p>(A)(6) <b>Ensure that supplemental food is on-site</b> at the center and that no child goes more than 4 hours without at least a snack or a meal, except for when sleeping.</p>
<p>Unless the parent provided written instructions by a physician, PA or CNP, the center shall meet the following requirements for serving fluid milk:</p> <ul style="list-style-type: none"> <li>• Formula or breast milk for children under 12 months of age</li> <li>• Whole homogenized vitamin D fortified cow's milk for children 12 months of age through 24 months of age</li> </ul>	<p><b>Appendix C puts the fluid milk requirements into a chart of age-appropriate fluid milk selections.</b></p> <p><b>Infants up to 12 months of age:</b></p> <ul style="list-style-type: none"> <li>• <b>Formula</b></li> <li>• <b>Breast milk</b></li> </ul> <p><b>Infants and toddlers 12 months of age up to 24 months of age</b></p>

<ul style="list-style-type: none"> <li>• 1% or skim milk that is vitamin A and D fortified for children older than 24 months of age</li> <li>• May serve breast milk at parent request to a child over 12 months of age without written instructions from a physician, PA or CNP</li> <li>• May serve non-cow milk substitutions to a child over 12 months of age with written parental consent</li> </ul>	<ul style="list-style-type: none"> <li>• Unflavored whole homogenized vitamin D fortified cow's milk</li> <li>• Breast milk at parent's request, without written instructions from a licensed physician, PA or CNP</li> <li>• Non-cow milk substitutions that are nutritionally equivalent to milk, with written parental consent</li> </ul> <p>Toddlers and children 24 months of age and older</p> <ul style="list-style-type: none"> <li>• Unflavored 1% milk that is vitamin A and D fortified</li> <li>• Unflavored fat free or skim milk that is vitamin A and D fortified</li> <li>• Non-cow milk substitutions that are nutritionally equivalent to milk, with written parental consent</li> </ul>
<b>Infant Care and Diaper Care for a Licensed Child Care center</b> <b>Rule 5101:2-12-23, of the OAC</b>	
The center shall provide each non-crawling infant the opportunity for tummy time each day.	(A)(1)(c) The center shall provide each non-crawling infant the opportunity for tummy time, <b>outside of their crib</b> , each day.
N/A	(C)(3)(f) If using gloves while diapering, <b>the center is to use non-latex gloves.</b>
<b>Swimming and Water Safety Requirements for a Licensed Child Care Center</b> <b>Rule 5101:2-12-24, of the OAC</b>	
<p>A center shall have written parental permission from the parent for the following activities:</p> <ul style="list-style-type: none"> <li>• Before the child swims or plays in water 18 inches or more in depth.</li> <li>• Before the child participates in activities near, in or on water 18 inches or more in depth.</li> <li>• Before infants and toddler use wading pools.</li> </ul>	<p>(B)(1) A center shall have written permission from the parent when <b>water is directly accessible to children</b> and for the following activities:</p> <ul style="list-style-type: none"> <li>• Before the child swims or plays in water 18 inches or more in depth.</li> <li>• Before the child participates in activities in or on water 18 inches or more in depth.</li> <li>• Before infants and toddler use wading pools.</li> </ul>
<b>Medication Administration for a Licensed Child Care Center</b> <b>Rule 5101:2-12-25, of the OAC</b>	
The JFS 01217 must be completed for all prescription medications, non-prescription medications, food supplements, medical foods, and topical products and lotions.	(A) The JFS 01217 is required for all prescription and non-prescription medication, including sample medication. <b>The JFS 01217 is not required for non-prescription topical lotions and products, and medication or medical food required by a JFS 01236.</b>
The JFS 01217 must be completed for all topical products and lotions.	<p>Paragraph (A) of this rule says the JFS 01217 is not required for non-prescription topical lotions and products.</p> <p>Paragraph (D) says the center shall ensure the parent provides signed written permission to administer that topical product or lotion.</p> <p>Written parental permission is not required for lip balm use or for using hand sanitizer with children older than 24 months.</p>
The program shall not administer any medication, food supplement, medical food, or topical product until after the child has received the first dose or application at least once prior to the center administering a dose or applying the product, to avoid unexpected reactions.	(E)(1) removed "food supplement" from the list.
The program shall not administer any medication, food supplement, medical food or topical product for any period of time beyond the date indicated by the physician, PA, APN certified to prescribe medication, or licensed dentist, on the prescription label, for 12 months from the date of the form, or after the expiration date on the medication, whichever comes first.	(E)(2) removed "food supplement."
The center shall ensure the medical or product is in the original container with the child's name affixed.	(F)(1) The center shall ensure the <b>medication, medical food or topical product is stored per the requirements on the label</b> in the original container with the child's name affixed.
The center shall keep medication and products out of the reach of children, unless a SA child is permitted to carry their own emergency medication and a JFS 01236 is completed and on file at the center.	(F)(2) The center shall keep medication, <b>medical foods, and topical products</b> out of the reach of children, unless a SA child is permitted to carry their own emergency medication and a JFS 01236 is completed and on file at the center.



The center shall refrigerate, in a separate container, medications or products immediately upon arrival at the center if needed.	(F)(4) The center shall refrigerate, in a separate container, medications, <b>medical foods, or topical products</b> immediately upon arrival at the center if needed.
The center shall ensure that medications and products are accessible to employees at all times.	(F)(5) The center shall ensure that medications, <b>medical foods, and topical products</b> are accessible to employees at all times.
The center shall ensure that medications and products are removed from the center when no longer needed or expired.	(F)(6) The center shall ensure that medications, <b>medical foods and topical products</b> are removed from the center when no longer needed or expired.

The following forms are included in this rule package:

**Prescribed:**

JFS 01201 "Dental First Aid"

JFS 01217 "Request for Administration of Medication For Child Care"

JFS 01217 forms that are completed and on file at the program do not need to be converted to the new forms until they expire or require an update, whichever comes first.

JFS 01230 "Vehicle Inspection Report For Child Care Centers" was revised to include Day Camps

JFS 01234 "Child Enrollment and Health Information For Child Care"

JFS 01234 forms that are completed and on file at the program do not need to be converted to the new forms until they expire or require an update, whichever comes first.

JFS 01236 "Child Medical/Physical Care Plan For Child Care"

JFS 01236 forms that are completed and on file at the program do not need to be converted to the new forms until they expire or require an update, whichever comes first.

JFS 01242 "Medical, Dental and General Emergency Plan for Child Care"

JFS 01250 "Plan of Operation For Child Care"

JFS 01266 "Contracted Driver Qualifications Statement for Child Care"

JFS 01276 "Health Training Documentation For Child Care"

Previously dated versions of the JFS 01276 will not be accepted for training completed on or after May 1, 2022.

JFS 01307 "Professional Development Documentation for Child Care"

The JFS 01307 that is completed and on file at the program does not need to be converted to the new form until it expires or requires an update, whichever comes first. Previously dated versions of the JFS 01307 will not be accepted for training completed on or after May 1, 2022.

JFS 08087 "Communicable Disease Chart"

The JFS 08087 will be restocked in Forms Central in the next few weeks. Programs can order the new version from Forms Central once it is available. Programs must have the new version posted in their program by May 1, 2022.

**Sample:**

JFS 01227 "Permission to Participate in Water and Swimming Activities for Child Care"

JFS 01232 "Field Trip Checklist for Child Care"

JFS 01240 "Food Service License Exemption Report For Child Care Centers"

JFS 01278 "Communicable Disease Trainer Registration for Child Care"

JFS 01303 "Fire Inspection Report for Child Care Centers and Type A Homes"

JFS 01305 "Child Medical Statement For Child Care"

JFS 01305 forms that are completed and on file at the program do not need to be converted to the new forms until they expire or require an update, whichever comes first.

JFS 01582 "Your Prescription For Safely Caring for Children With Special Health Conditions"