

DEFENSE LOGISTICS AGENCY

AMERICA'S COMBAT LOGISTICS SUPPORT AGENCY



Transition Update Meeting Quality Care and Accreditation October 25, 2016



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Regulations

- DoDI 6060.2
 - Provides overarching guidelines for all DoD sponsored Child & Youth programs and services
 - Each branch of service uses this as the foundation when developing their own regulation and/or operating manual
 - Sets eligibility criteria and waiting list priorities
 - Defines inspection requirements
 - Mandates all DoD sponsored CDCs be accredited by the National Association for the Education of Young Children (NAEYC)
- Army Regulation (AR) 608-10, Child Development Services
 - 608-10 is outdated; current version was published in 1997 and is currently under revision
 - Covers all aspects of CDC – fire, safety, health & sanitation, facilities, food service, child abuse prevention, and programs/curriculum
 - Army serves as DLA's Executive Agent
 - DLA models its Child & Youth Services (CYS) policies on 608-10 and Army Operating Manual



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Regulations

- Army Operating Manual for Child Development Centers
 - Army now issues an annual CYS Operating Manual to guide programs until AR 608-10 is revised
 - Manual covers the same types of things addressed in 608-10 in a condensed manner
- DLA Child Development Program Instruction (CDPI)
 - Last revised in 2009
 - Is more specific, in some ways, than the 608-10 but is rarely used now because it's outdated
 - DLA is currently developing a *CYS Operating Manual* that will provide the day-to-day guidance for all DLA CDCs
 - Operating manual will be in place prior to the Government assuming responsibility for the CDC.



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Policies

- DoD/DLA Fee Policy
 - Implemented by all DoD sponsored CYS programs; issued annually; usually includes a small increase in monthly fees
 - Fees are on a sliding scale and based on Total Family Income (TFI)
 - Fees are due on the 1st and 15th of each month; failure to pay on time may result in withdrawal from care
 - 2 weeks of vacation credit are authorized
 - Late payment and late pick up fees are assessed
- Video Viewing Policy
 - DLA implemented in 2012 as a result of child abuse allegations at Ft Meade; policy was revised in 2015
 - Members of management must view each room for 15 consecutive minutes each day and document what they see
 - Family Advocacy Program (FAP) Manager must view 15 consecutive minutes from one classroom each week



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Policies

- Back to Sleep and Tummy Time Policy
 - Infants up to 12 months of age must be placed on their backs to sleep
 - Each child will have its own designated crib that includes a placard indicating whether or not the child can roll over on his/her own
 - No blankets, bumper pads or any other soft items will be placed in cribs; children will be placed in sleep sacks in lieu of using blankets
 - If a child falls asleep in a space other than a crib, the child will be immediately placed on his/her back in a crib.
 - Infants receive supervised tummy time each day; staff will be actively engaged with infants during tummy time.
- Child Abuse Identification, Reporting and Prevention
 - All CDC staff are mandated reporters; if an individual *suspects* abuse or neglect they must report it
 - Staff notify the FAPM first, then call Franklin County Children's Service immediately
 - The FAPM provides training on child abuse identification and required reporting procedures; positive guidance, and appropriate supervision of children at all times



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Policies

- Touch Policy
 - Covers importance of physical contact to a child with respect to guiding behavior and providing a nurturing environment
 - Recognizes importance of adult respect for personal privacy and personal space of children, and responses affecting the safety and well being of a child
 - Appropriate forms of adult-child initiated affection include:
 - kissing anywhere on the hands or head except for the mouth
 - Hugs
 - lap sitting
 - reassuring touches, e.g. on shoulders or naptime back rubs (over the child's clothing)
 - child initiated forms of affection.
 - Inappropriate touching is touching that creates an improper and/or negative emotional or social effect on the child and is touching that violates law or American societal norms
 - CDC staff may touch the genitals and proximate body areas of a child in a manner, and to the degree necessary, to diaper and/or assist the child in proper toileting procedures



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Inspections

- Annual Unannounced
 - Higher Headquarters Multi-Disciplinary Team (MDTI) Inspection
 - Installation Multi-Disciplinary Team (MDTI) Inspection
 - Comprehensive Fire, Safety and Facilities
 - Comprehensive Health and Sanitation
- Quarterly Unannounced
 - Safety
- Monthly Unannounced
 - Fire (to include a monthly fire drill)
 - Kitchen and Overall Sanitation (conducted by Wright Patterson AFB Public Health)
 - Health (conducted by CDC Nurse with assistance from CDC Coordinator)



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Child Abuse Prevention Strategies

- Two staff members in a room at all times, regardless of ratio
- Open restrooms for ease in supervision
- Windows and vision panels
- Video Surveillance System (VSS)
- Classroom/Playground observations by management
- Key control for accountability
- Lights remain on in all closets; doors remain locked



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Maintaining NAEYC Accreditation

- NAEYC Annual Report submission
- NAEYC observations and Tour Forms
- Regular review of NAEYC program and classroom portfolios
- Required criteria spot checks biweekly
- Random criteria spot checks conducted by management team at least monthly