

Brown County Social Services

DID YOU KNOW....?

1. The Agency can request a background study on family/household members 10-12 years of age when the agency has reasonable cause.
2. Any visitor's children, as well as any of your children's friends, who might be visiting, are included in the daycare count.
3. The Agency can limit your license to a 1-year period if the Agency has good cause.
4. A provider is eligible to apply for a group license after successfully completing the first year as a licensed provider.
5. There can be only one daycare license per home. Two providers in the same home may not each hold their own license.
6. A provider can always flex down to a lower classification whether it is for an hour in a day or an entire week.
7. A provider may not flex to a higher classification than what is indicated on your license.
8. Homeowner's insurance policies may not meet the minimum coverage of \$100,000 per person and \$250,000 per occurrence on personal injury claims.
9. Many homeowner's insurance policies do not state what is actually covered in daycare homes. Make sure you ask for full disclosure.
10. If your daycare insurance policy covers a limit of 6 daycare children, the coverage will be null and void any time this number is exceeded. If, for example, you have 7 daycare children and 2 of your own on a particular day, you have no coverage.
11. 1 hour SIDS training is now required every 5 years. Providers may not care for infants without the formal SIDS training. Substitutes/helpers providing care 30 days or less in a 12 month period are not required to obtain the formal training, but are required to read and sign a SIDS informational form and have on file with the Agency.
12. Parents do call the Agency requesting information on provider complaint histories.
13. All firearms are to be stored in areas separate from the ammunition storage area. A gun cabinet may not be used to store both. Guns and ammunition must be in separate rooms.
14. Use of the internet during daycare hours may: Tie up the phone lines and prevent parents from reaching you or distract providers from taking proper care of children
15. Smoking is not permitted in any part of the house regardless of which rooms are used for the care of children. This includes an attached garage.
16. Smoking in the daycare home is not permitted by anyone; even if the smoker is standing in the doorway or window, blowing smoke outside.

17. Smoking is permitted before the first child comes and after the last child leaves the home. Smoking is not allowed while daycare children are present in the home, whether it is one child or 10.
18. If a provider's daycare families request the provider's teenage children to provide babysitting services for their children in the provider's licensed home after daycare hours, the provider and teenage caregiver must have a written contract, separate from the daycare contract. The contract must state the name of the family involved and a clear distinction between your professional daycare services and your child's babysitting services. This information makes it clear as to who is responsible. For legal reasons, the practice of having your child provide babysitting services in your home is not encouraged.
19. Providers are not required to provide a pre-school program for the daycare children. However, the regulations require that a provider must provide activities appropriate to the developmental stage and age of a child. There should be activities that are provider directed as well as activities that are child initiated.
20. School age children are not permitted to leave your property during daycare hours unless you have signed permission slips from parents.
21. Teen helpers, that have been cleared and approved by the Agency, may take schoolage children to the pool/park, with written permission from parents.
22. Providers must obtain signed permission slips to take children anywhere off their property. This includes going for walks.
23. Providers must obtain written permission from parents if they are transporting children in the car. Each child must have proper seat restraints as specified by the Minnesota Law.
24. Children may never be left alone in a vehicle for any amount of time.
25. Providers may not accept a parent's request to deviate/depart from any daycare regulations, i.e: supervision, bringing their own equipment that does not meet with standards. The rule supercedes any parent request, written or verbal.
26. A provider should use an infant monitor when the children are napping on a separate level of the house.
27. Regarding supervising outdoor play while other children in the house are napping: the provider may be outside supervising the children playing outdoors, as long as they are close to the house and a functional baby monitor is used to monitor the sleeping children inside. The sleeping children must also be non-mobile so that they can not crawl out of the crib/playpen by the time the provider can get to them. Once a sleeping child is awake, all children under school age must come into the house with the provider.
28. It is the responsibility of the provider to read and re-read the daycare rules and abide by them. If you have any questions on interpretation of the rule, you should contact one of the licensors. Ignorance of the law is no excuse.
29. Any provider that does not return their correction order in a timely manner may be subject to a fine by the State and /or a negative action on their license.

30. Using a substitute for any part of a day, even 15 minutes, is considered one day. Remember a substitute can only be used 30 times in a 12-month period.
31. Use of any substitute or helper, without authorization from the Agency is a rule violation. Violation of this regulation is subject to a \$250 fine, per incident, by the State. The use of substitutes and helpers should also be approved by parents. Their contract is with the provider for the provider's services and not the substitute.
32. During a licensing visit, always expect the children to act up.
33. During a licensing visit, your first responsibility is to the children. Do not be afraid to use appropriate discipline if the situation calls for it.
34. Parents love newsletters (just like you☺). Parents have stated how much they want to know what their child does during the day, including what they had for lunch and snacks. A bulletin board for this purpose would be a great idea.
35. Variance requests are required when using mesh playpens for infant sleeping. Please notify your licenser when you buy a new playpen that you intend to use for care.
36. Providers are required to review and provide a copy of their policies to the parents. If you are not able to provide a copy of the policies to the parents, you are mandated to post a copy on your bulletin board. See the rule for the minimum requirements of what is needed in your policies.
37. The only thing that is upheld in a court of law is your contract, which includes information on your rates, fees and termination policy. Your policies are there to inform the parents on how you run your daycare.
38. Providers are required to post their license in a "prominent place" in the home. The bathroom or in a cupboard door are not prominent places. Be proud of the fact that you are a licensed provider. A special bulletin board at the parent's entrance area is highly recommended.
39. It is also helpful to have a calendar hanging by the parent's entrance. That way parents can write in their vacation dates, as well as yourself, and you have a quick reference for any drop in calls.