

Pat Quinn  
Governor



Richard H. Calica  
Director

## Illinois Department of Children & Family Services

### NOTICE TO LICENSED DAY CARE CENTER OWNERS/ADMINISTRATORS

#### Revisions to Licensing Standards for Day Care Centers

From: Richard H. Calica, Director

A handwritten signature in black ink, appearing to be 'Richard H. Calica', written over a horizontal line.

Date: August, 2012

The following is a summary of the recently adopted amendments to **Part 407, Licensing Standards for Day Care Centers**. These amendments have gone through the process of public comment and were approved by the Joint Committee on Administrative Rules (JCAR) before they were adopted.

### **NEW CRIB STANDARDS**

Many children have died as a result of cribs that are unsafe. Cribs manufactured prior to June 28, 2011 were so dangerous that the Federal Government declared them to be obsolete and no longer compliant. The Federal Government has issued new crib manufacturing standards that require rigorous safety standards that apply to all cribs manufactured and sold after June 28, 2011.

**Cribs manufactured prior to June 28, 2011 are not to be fixed, resold, or donated. Immobilizing the dropside of a crib or attempting to fix a crib to make it safe does not make the crib compliant with the Federal regulation.**

Rule 407 now requires that **by December 28, 2012 all day care facilities using cribs shall have new cribs** that meet or exceed the federal safety standards in 16 CFR 1219, Safety Standards for Full Size Baby Cribs or 16 CFR 1220, Safety Standards for Non-full Size Baby Cribs. These cribs should carry a manufacturer's certificate indicating that the crib meets the new federal standard. This manufacturer certificate must be available for inspection by the licensing representative. However, if a certificate cannot be obtained from the manufacturer, proof that the crib was manufactured on or after June 28, 2011 will meet the requirement.

The Consumer Product Safety Commission instructs that non compliant cribs should not be sold, donated or given away. They require that you dispose of older, noncompliant cribs in a manner that prevents the cribs from being reassembled and used.

To join the U.S. Consumer Product Safety Commission's (CPSC) free e-mail subscription list of news release and product safety information, please go to <https://www.cpsc.gov/cpsclist.aspx>. Those providers without Internet access can subscribe to receive a paper copy of unsafe products list by writing to: US CPS 4330 East West Highway, Bethesda, MD 20814. Subscribers will receive notices of unsafe products and recalls directly via US mail.

## **NEW REGISTRY REQUIREMENT**

### **Gateways to Opportunity Registry**

The amendments to Rule 407 require that all child care staff and directors must be enrolled in the Gateways to Opportunity Registry by September 1, 2012 and must include their educational and training credentials. Registry membership is free.

**To Join the Registry** – Access the registry at <http://registry.ilgateways.com/> to complete and submit the application online, or print, complete and mail the application to INCCRRA/Applications 1226, Towanda Plaza, Bloomington, IL 61701. For assistance or questions call (866) 697-8278.

**About the Registry** – The Registry operates under the Department of Human Services (DHS) and is administered by the Illinois Child Care Resource and Referral Agencies (INCCRRA). The Registry tracks and maintains the educational, training and credentials of child care providers and identifies approved courses/training and trainers.

### **Here are a few Questions and Answers from the Registry:**

#### **What is the benefit to joining the Registry?**

The main benefit of the Gateways Registry is the individualized Professional Development Record (*PDR*). The PDR displays an individual's education, credentials/certifications, and trainings. A PDR can be printed at any time from a secure website by the Registry Member only. The Illinois Department of Children and Family Services (*DCFS*) will accept the PDR as documentation of completion of pre-service and in-service training hour requirements for licensing.

- **Registry-Approved Trainings** – Bring your Registry Member ID card and sign into trainings with your Registry Member ID Number. The trainer or agency will submit the sign-in sheet to the Registry. These trainings show up on your PDR automatically after processing.
- **Registry-Verified Conferences** – At the conference you will receive a certificate with a bar code identifying the sessions you attended. After submitting a copy of your conference certificate to the Registry, these sessions will show up on your PDR.
- **Attendance-Verified Conferences and Trainings** – These trainings will show up on your PDR automatically after processing.

- **Self-Reported Conferences and Trainings** – As a Registry Member you can self-report trainings and conferences on your PDR through the Members section of the Gateways website. To self-report training, you will need the training title, trainer’s name, training hours, and date completed. After self-reporting trainings on your PDR, you must keep certificates from these events to verify your attendance for your DCFS annual training requirements.

**Will my personal information be shared with anyone?**

Respecting the privacy and confidentiality of Registry Members is extremely important. Information about an individual’s membership and the contents of their PDR are only available to the individual Registry Member. A member can share this information with anyone he/she wishes – but the member is the only one who can directly access the information. With regard to outside requests for information, only requests for aggregate information will be provided. Members identifying information will be protected.

## **NEW REQUIREMENT FOR DIRECTORS**

Amendments to Rule 407 require that new child care directors hired on or after July 1, 2017 must have at a minimum, an associate degree in child development or early childhood education.

### **QUESTIONS**

Day care providers should direct questions regarding this notice or the amended rule to their local licensing representative.

### **ACCESS TO REVISED RULE**

An electronic version of the revised licensing standards is available on DCFS website at:

[http://www.state.il.us/dcf/policy/pr\\_policy\\_rules.shtml](http://www.state.il.us/dcf/policy/pr_policy_rules.shtml)

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