

**CHILD CARE OPERATIONS CHECKLIST FOR LICENSED PROGRAMS TO ENSURE COMPLIANCE  
EXECUTIVE ORDER ISSUED April 30, 2021 (EFFECTIVE May 1, 2021)**

**\*This replaces any previously published COVID related checklists.**

	DATE
CHECK	REQUIREMENT
	<p><b>Group Size</b></p> <ul style="list-style-type: none"> <li>Maintain staff:child ratios for each age group based on CCLC, FCCLH Rules and Regulations.</li> </ul>
	<p><b>Health Screenings upon arrival</b></p> <ul style="list-style-type: none"> <li>Screen and evaluate all children prior to them entering the classroom for signs of illness or exhibiting a fever over 100.4 degrees Fahrenheit, cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, or new loss of taste or smell</li> </ul>
	<ul style="list-style-type: none"> <li>Prohibit children from entering a classroom if they exhibit any of the symptoms listed</li> </ul>
	<p><b>Modified sign-in/sign-out procedures</b></p> <ul style="list-style-type: none"> <li>Sign children in and out of the facility for families if a computer or keypad system inside the facility is used. If a tablet located outside the facility is used by families during drop-off and pick-up, the tablet must be disinfected after each use. If a paper sign-in system is used for sign-in, writing utensils should be sanitized after each use, if families are permitted to sign children in themselves.</li> </ul>
	<p><b>Transportation</b></p> <ul style="list-style-type: none"> <li>Cease transporting children for any purpose other than transporting children between their place of residence, school, and the Childcare Facility. To the greatest extent possible, all permissible transports shall be conducted in such a way that maintains Social Distancing.</li> </ul>
	<p><b>Sanitize and disinfect.</b> In addition to the rigorous hygiene, sanitation, and disinfection licensing rules child care providers adhere to in their programs, special attention must be paid to the following:</p> <ul style="list-style-type: none"> <li>Only bedding (sheets, pillows, blankets, and sleeping bags) that can be washed may be used. Each child's bedding must be kept separate and, to the extent practicable, should be stored in individually labeled bins, cubbies, or bags. Cots and mats should be labeled for each child and any bedding that touches a child's skin should be cleaned weekly or before use by any other child.</li> </ul>

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