



The Licensing Link

September 2022

Dakota County Social Services

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Acknowledgement ~ The past few years have been difficult for so many, especially parents and child care providers. At this point in time Dakota County Child Care Licensing has resumed our typical licensing, relicensing, and off year provider visits. We consider health and safety to be a primary licensing, regulation, and unit practice. Thank you to all providers for your patience and commitment to provide quality child care during these unprecedented times.

Autumn is here, children are back to school, and leaves are transitioning. With each season we welcome a transformation of scenery which supports new beginnings; the Dakota County Child Care Licensing Unit is no exception. We would like to inform providers of two new additions to our team. One, being myself as the unit's supervisor and second, Julie Finnerty as a Child Care Licensing Social Worker. Julie has been a Dakota County Child/Family Social Worker for 18 years, and has over 25 years professional social service experience. Our unit is now fully staffed and operational. Contact information for all team members can be found on page six.

Mitzi Mabry - M.A. CFLE
Dakota County CCL Unit
Social Services Supervisor

COVID-19 Reporting Updates

If you find yourself in need of a quick reference guide for critical COVID information, look no further than our Dakota County provider home page:

<https://www.co.dakota.mn.us/HealthFamily/ChildCare/Providing/Pages/default.aspx>

COVID-19 Reporting Updates

The Minnesota Department of Health recently updated how family child providers are to report positive COVID-19 cases within a program. Providers are no longer required to report individual cases of COVID-19 and instead are required to report total number of child and staff cases. The goal of this transition is to keep reporting sustainable while also ensuring monitoring of disease incidence and impact still occurs.

So what does this mean for you? Positive COVID-19 cases within your program are to be reported once a week to the Minnesota Department of Health. If there are no cases, no report is necessary. Further details (including the MDH link to report) can be found on our provider webpage: [Providing Child Care | Dakota County](#) .

Please note that children or staff who test positive for COVID-19 are still required to isolate per CDC guidelines and parents/guardians are still to be notified if their child is a close contact of someone who tests positive. As always, don't hesitate to reach out to your licensor with questions.

Return to full compliance fingerprint-based background studies

The deadline to submit a fully compliant background study for individuals who only have an emergency study is Dec. 31, 2022. The Minnesota Legislature approved the additional extension of emergency studies to return to full compliance background studies in June, and the Dec. 31 deadline cannot be extended by DHS. Please ensure that all household members and caregivers that had an emergency Covid-19 background study, complete a new, enhanced, finger-print based background study as soon as possible. **Deadline is December 31, 2022.** Contact your licenser with any questions.

DHS extends 45-day fingerprint requirement until Sept. 30

To assist providers and study subjects with completing background study requirements, the Department of Human Services (DHS) is continuing the temporarily extended timeline for background study subjects to be fingerprinted and photographed. This temporary extension will remain in effect through Sept. 30.

REMINDER! Children Turning 13 Need a Background Study

Remember that anyone living in your family childcare household who turns 13 needs a background study. Notifying licensing staff of someone turning 13 is the responsibility of the provider. Please contact your licensing worker to get the process started. Minors ages 13-17 will not need fingerprints unless they are employed by the program or have lived out of state in the last five years. As always, please contact your licensing worker with any questions.



Rule Reminder (Woof)

You love your pets and we do too! A friendly reminder that children in care should only engage with pets when interaction is supervised. How often children engaged with your pet(s) is determined by what works best for you and how your childcare space is coordinated. Pets can be a huge asset to programs; following this rule will help keep both the children and our furry friends safe. Rule reminder 9502.0435 Subp. 12: *All pets housed within the residence shall be maintained in good health and limited to dogs, cats, fish, guinea pigs, gerbils, rabbits, hamsters, rats, mice, and birds*



Training and Resources

The next two pages are dedicated to training, updates, and resources available for family child care providers.

Mandated Reporter Training for Those Who Work with Children

Tuesday, October 4, 2022

6:00 p.m. – 8:00 p.m.

*Presented by Dakota County Children and Family Services
and the Dakota County Attorney's Office*

Register here: [Webinar Registration - Zoom](#)

What is a mandated reporter?

Mandated reporters are people whose positions require them to report suspected child abuse or neglect to social services or law enforcement. Childcare professionals, social workers, teachers, physicians, and other professionals who work with children and families are mandated reporters under Minnesota law.

What does the training cover?

- Definitions of mandated reporter and neglect/abuse as it relates to child maltreatment
- Legal requirements of a mandated reporter
- Process of making a child protection report to Social Services
- What happens at Social Services after a report is received

Will certificates of attendance be offered?

Yes, certificates will be provided for all registered attendees who participate.



Annual Training Requirements

Did you know?

For license holders, state statute requires a minimum of 16 hours of training each licensing year. For example, if your licensing year runs from 09/01/2022 – 08/31/2023, you are required to complete 16 hours of training within this timeframe. As most licenses run for two years, ensure that for each of these licensing years, that you complete the 16 hours of needed training. The 16-hours of annual training is also a requirement for co-applicants and adult caregivers working more than 500 hours annually.

How do you find KCF I and/or KCF II C courses on Develop?

Classes that meet the child development and learning/behavior guidance annual training requirement can be found under Knowledge and Competency Framework I and Knowledge and Competency Framework II.C on Develop. But how do you find these classes?

1. Log into your Develop account
2. Go to Course Catalog
3. Click on the arrow in the tab that reads Filter by Primary Knowledge and Competency Framework
4. Select either: I: Child Development and Learning OR II.C: Promoting Social and Emotional Development
5. Select a class

Effective Educators:
Introduction to Culture &
Cultural Consciousness

Tuesday, September 13, 6:30-8:30pm

2 hours

KCF III: Relationships with Families

Eagan Community Center

Trainer: Hannah Riddle

Cost: \$10.00

(SUID/AHT) Sudden Unexpected
Infant Death/Abusive Head
Trauma (DHS)

Saturday, September 24, 9:30-11:30am

2 hours

KCF VII.B: Ensuring Safety

Pleasant Hill Public Library,
Hastings

Trainer: Sara Mulso

FREE

(SUID/AHT) Sudden Unexpected
Infant Death/Abusive Head
Trauma (DHS)

Tuesday, September 27, 6:30-8:30pm

2 hours

KCF VII.B: Ensuring Safety

Veteran's Memorial Community
Center, Inver Grove Heights

Trainer: Sara Mulso

FREE

Licensor Training Updates

As providers are required to maintain their training requirements, licensing social workers are also obligated to complete various training sessions offered by the State of MN Department of Human Services. From these training sessions we have been notified of the following and would like to pass along these updates and reminders to providers.

- Initial family child care applications no longer requiring notarization
- If using essential oils on/for a child in care, parent(s) needs to provide written medication administration permission and oils need to be kept in original bottle with manufacturer label out of the reach of children.

Dakota County Family Child Care Licensing Unit nor the State of MN DHS is affiliated with or endorses the below association. To become a licensed family child care provider within Dakota County does not require membership with DCFCCA, however both agencies work collaboratively to inform providers of training opportunities.



*Dakota County Family
Child Care Association*

Our Future is in Our Hands



We Are Looking For You!

JOIN NOW!

- ◆ Limited Time Special Offer on a two-year membership!
- ◆ \$42 Annual Membership
- ◆ Free on-line training
- ◆ Provider Directory Listing
- ◆ Mentorship Program
- ◆ Bi-Monthly Newsletter
- ◆ Social Networking
- ◆ Volunteer Opportunities

JOIN NOW

- ◆ Free training options offering a variety of topics, including most of the mandatory KCF required training.
- ◆ Monthly training information and easy online registration is on our website and also on our mobile app!
- ◆ Members receive free advertising in our Provider Directory.
- ◆ Easy online membership is available on our website.
- ◆ Free one-year membership for new licensed providers.
- ◆ Neighborhood networking opportunities coming soon!
- ◆ Non-member training registration is also available online.

For more information, visit our website at www.dcfcca.org.

DCFCCA is a non-profit group of volunteer family child care providers. Dakota County Licensing is a separate and nonaffiliated agency.

Licensing Link: September 2022 Quiz

(Return this quiz to your licensor via mail or email for one hour of training credit!)

Name: _____

Licensing Worker: _____

1. If your program experiences either staffing or child COVID positive cases, how frequently are providers required to report to the Minnesota department of Health? _____.
2. What is the deadline for all existing FCC providers (including household members and employees) to get an enhanced (fingerprint based) background study? _____
3. Critical COVID information can be found on the _____ website.
4. T or F A 14 year old helper employed and working in your program is NOT required to get fingerprinted?
5. The Dakota County FCC Licensing Unit has a new supervisor and a new social worker, what are their names? _____ and _____.
6. Beginning at what age do children residing in your residence need to have a BGS completed? _____
7. What rule number addresses pets kept in the provider residence? _____

Bonus Question: Not included in newsletter -

T or F New household members are still required to have a background study?



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