

Child Care Health and Sanitation Rules and Regulations



WELD COUNTY DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
1555 North 17th Avenue, Greeley, CO 80631 www.weldhealth.org

Table of Contents



Sanitization and Disinfection.....	4
Handwashing.....	16
Personal Health Requirements for Immunizations, Illness Policies and Logs.....	20
Food Service.....	27
Diapering.....	36
Lead and Radon.....	39
Miscellaneous Requirements.....	44
Signage and Posters.....	54

Top 5 Most Common Violations



- 1. Sanitizer concentration**
- 2. Disinfectant concentration**
- 3. Water temperature at hand sinks**
- 4. Staff and student illness policy and illness logs**
- 5. Correct procedure for washing toys**



Sanitization and Disinfection



WELD COUNTY DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
1555 North 17th Avenue, Greeley, CO 80631 www.weldhealth.org

Clean vs. Sanitize vs. Disinfect

What is the Difference??



Clean

- ⇒ Free of dust and debris or to remove dirt and debris by vacuuming or scrubbing and washing with soap and water.

Sanitize

- ⇒ Reduction of many pathogens, but is safe to use on tables, toys, & food contact surfaces

Disinfect

- ⇒ Eliminates most or all pathogens. Can be used on diaper changing surfaces, restrooms, & cleaning body fluids



Sanitizing



What Items Do I Sanitize?

Surfaces that commonly come into contact with food, hands, the mouth, eyes, nose, and exposed skin of children and staff.

Examples:

Kitchen surfaces, food preparation areas, pacifiers, drinking fountains, table tops, keyboards, toys, sleeping mats, cribs, high chairs, head phones, tumbling mats and furniture



How Often Should I Clean and Sanitize Toys?



- ◇ **Infants and Toddlers**– Daily
- ◇ **Preschool and Older**– At least once weekly and whenever soiled
- ◇ **Mouthed toys or toys contaminated with body fluids**– Prior to use by another child

Sanitizing Solutions

What Can I use?

- **Regular Household Bleach + Water**
 - 50 – 200 ppm (use test strip)
 - No additives (scents or splash-less)
- **Quaternary Ammonia + Water**
 - 150-400 ppm (use test strip)
- **Other**
 - EPA registered as a food contact surface sanitizer, registered with CDA, used in accordance to proper concentration, contact time, method, surfaces, and no rinse step required

Water	Bleach (6 to 6.25%) (50-200 ppm)	Bleach (8.25%) (50-200 ppm)
1 Gallon (128 ounces/ 16 cups)	2 Teaspoons	1—2 Teaspoons
1 Quart (32 ounces/ 4 Cups)	1/2 Teaspoon	1/4—1/2 Teaspoon
1 Pint (16 ounces/ 2 Cups)	1/4 Teaspoon	1/8—1/4 Teaspoon

**Contact Time: 1 Minute
Air Dry; No Rinse Step**

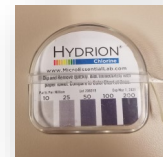
**** Always use Chlorine test strips to ensure concentration is 50-200 ppm****

**Mix bleach with cool water
Add bleach to water, NOT water to bleach**

Store away from children

Test Strips

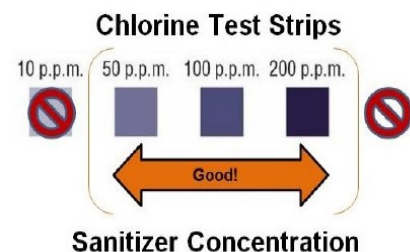
- If the solution is mixed at the facility and used for more than once day, daily testing is required. Examples below.
- Sanitizers not requiring mixing, and used in accordance with the manufacturer's instructions, do not require the use of test strips



Chlorine Test Strips



Quaternary Ammonia Test Strips

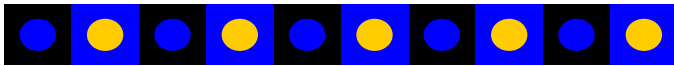


Sanitizers shall be labeled as to their content and intended use (i.e., sanitizer/toys and tables)

Sanitizing

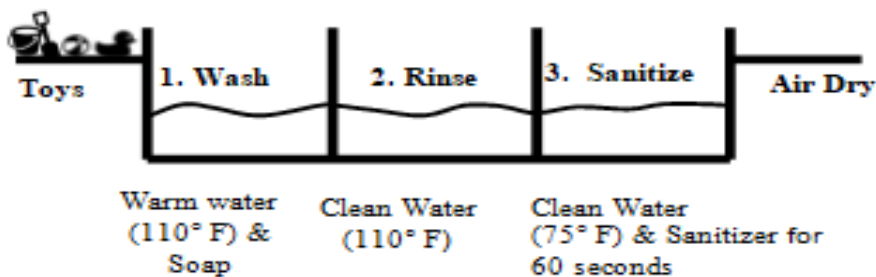
Hard Toys

Manual Sanitization

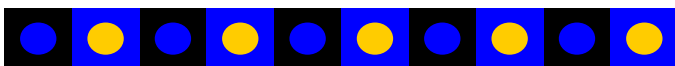


Steps:

1. In a 3 compartment sink or in 3 tubs (labeled wash, rinse, sanitize) fill with the following:
 - Soapy, hot water (First Compartment)
 - Clean, hot water (Second Compartment)
 - Clean water & sanitizer in cool water (Third Compartment)
2. Wash toys in soapy water
3. Move toys to clean rinse water
4. Fully immerse toys in sanitizer for at least 60 seconds
5. Air dry



Mechanical Sanitization



Items can be put in a dish washing machine, as long as the following requirements are met:

Domestic Dishwashing Machine

- ⇒ Heat sanitizing cycle that reaches 150°F (button)
- Or
- ⇒ Wash water reaches at least 155°F (no sanitize button)

Commercial Dishwashing Machine

- ⇒ Chemical sanitizer (50-200 ppm chlorine)
- Or
- ⇒ Wash water reaches at least 180°F
- ⇒ Surface temperature of 160°F

Sanitizing

Soft Toys/Dress Up Clothes/ Books/ Blocks

Soft Toys and Dress Up Clothes

- ◇ Items can be put in a laundry machine, as long as the following requirements are met:
 - ◇ **Laundry Machine**
 - ⇒ Water temperature above 140°F unless disinfectant is added in the rinse cycle
 - Or
 - ⇒ Dryer uses heat above 140°F



Books and Cardboard/ Wood Blocks

- ◇ Mix sanitizer solution (see page 7) and transfer to a spray bottle
- ◇ Spray cardboard blocks and books and allow to air dry (contact time 1 to 2 minutes)
- ◇ Spray every week and when visibly soiled



Sanitizing

Tables and Cribs



Wash



Rinse



Sanitize

Tables and Food Preparation Surfaces

Steps:

1. Remove any large, loose debris and food particles from surface.
2. Spray soapy water mix on surface and wipe down surface with paper or cloth towel to remove left over grime and particles of food.
3. Spray area with plain water bottle and wipe down the surface. This step is to further remove and food or debris so it does not interfere with the effectiveness of the sanitizer.
4. Spray tables with sanitizer solution (see page 7) and allow to air dry. If using a bleach mix allow for a 1 to 2 minute contact time or air dry. If using another solution, follow manufacturers label for contact time.

How often?

- ⇒ Daily and when soiled
- ⇒ Before and after meals and contact with food
- ⇒ Between preparation of raw and cooked food



Cribs and Napping Equipment

Steps:

1. Spray mats and cribs with soapy water solution and wipe down surface with paper or cloth towel.
2. Spray area with plain water and wipe down surface with paper or cloth towel.
3. Spray area with sanitizer solution (see page 7) and allow to air dry. If using a bleach mix allow for a 1 to 2 minute contact time or air dry. If using another solution, follow manufacturers label for contact time.

How often?

- ⇒ Weekly and before use by a different child
- ⇒ Daily if napping equipment is stored touching
- ⇒ **If soiled or wet follow disinfect directions**



Disinfecting



What Items Do I Disinfect?

- ◇ Surfaces that are commonly contaminated with high hazard body fluids,
- ◇ If body contact surfaces or food contact surfaces become contaminated with high hazard body fluids, they shall be disinfected, washed, rinsed, and sanitized
- ◇ Carpets, rugs and upholstery contaminated with high hazard body fluids shall be cleaned and visible debris removed and treated with chemicals or steam
- ◇ High hazard bodily fluids include: Vomit, diarrhea, urine, feces and blood

Examples:

- ◇ Toilet seat inserts, diaper changing areas and tables, diaper pails, door knobs and surfaces that have been in contact with high hazard body fluids.
- ◇



How Often Should I Disinfect?

- ◇ **Toilets, hand washing sinks, Door knobs, floors, etc.**
 - ⇒ Daily, immediately when visibly soiled or contact with high hazard body fluids
- ◇ **Diaper changing tables, stations, and mats**
 - ⇒ After each child's use

**** If the surface is something that may be mouthed or a food contact surface, follow with a wash rinse sanitize step after contact time****



Disinfecting Solutions



What Can I use?

Bleach + Water as a Disinfectant

- Concentration-6% or 8.25%
- Follow manufacturer's directions for concentration
 - Can't be too strong!
- Contact Time (visibly wet)
 - 5 minutes
 - Follow directions
- Rinse Step
- Regular household bleach (no scent or splash-less)

Other Disinfectants

- EPA and CDA registered
- Hospital/Healthcare grade
 - Effective against *Salmonella choleraesuis (enteric)*, *Staphylococcus aureus*, and *Pseudomonas aeruginosa*
- Must be in accordance with EPA instructions including
 1. Concentration
 2. Contact Time
 3. Method and
 4. Surfaces

Test Strips

- If the solution is mixed at the facility and used for more than once day, daily testing is required. Examples below.
- Disinfectants not requiring mixing, and used in accordance with the manufacturer's instructions, does not require the use of test strips

Chlorine Test Strips



High Chlorine Test Strips (not required, but recommended)

Quaternary Ammonia Test Strips

Working containers shall be labeled with their content and intended use (i.e., disinfectant / restrooms/changing table)

Water	Bleach (6 to 6.25%)	Bleach (8.25%)
1 Gallon (128 ounces/ 16 cups)	See Manufacturers Directions	See Manufacturers Directions

**Contact Time: 5 Minutes
Rinse Step Required**

Storage

- Working containers for diaper changing shall be easily accessible for use by caregivers
- Inaccessible to children




Disinfecting Diaper Changing Tables and Surfaces



Steps:

1. Obtain solution or mix solution and test to ensure proper concentration
2. Solution can be transferred to spray bottles. Label spray bottles as (i.e., Disinfectant / Restrooms/Changing Table)
3. Wipe surfaces clean of any high hazard material (vomit, diarrhea, feces, urine, and blood). Do this BEFORE spraying disinfectant.
4. Spray disinfectant solution to cover entire area completely.
5. Allow solution to remain visibly wet for entire contact time.
⇒ Contact Time is 5 minutes for Bleach/Water mix or follow manufacturer's label.
6. Allow to air dry, then rinse surface with water.



Cleaning, Sanitizing, and Disinfecting Schedule




Classroom & Food Areas	Clean	Sanitize	Disinfect	Frequency	Sanitizer Concentration	Contact Time
Countertops and Tabletops	X	X		Daily and when soiled	50-200 ppm chlorine	1-2 Minutes
Food Preparation and Service Surfaces 	X	X		Before and After contact with food activity; between preparation of raw and cooked foods	50-200 ppm chlorine	1-2 Minutes
Utensils, Plates, and Cups 	X	X		After each use or use disposable, one-time utensils	50-200 ppm chlorine	1-2 Minutes
Cribs and Crib Mattresses 	X	X		Sanitize: Weekly, before use by a different child Disinfect: Whenever soiled or wet	50-200 ppm chlorine	1-2 Minutes
Napping Equipment (Sheets & Mats)	X	X		Sanitize: Weekly, before use by a different child, daily if stored touching Disinfect: whenever soiled or wet	50-200 ppm chlorine	1-2 Minutes

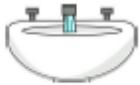


General Facility Areas	Clean	Sanitize	Disinfect	Frequency	Disinfectant Concentration	Contact Time
Waste and Diaper Containers 	X		X	Daily	Follow Manufacturer Label	5 minutes. Must rinse with water after contact time.
Any Surface Contaminated with Bodily Fluids 	X		X	Immediately if visibly soiled	Follow Manufacturer Label	5 minutes. Must rinse with water after contact time.* <i>*If surface might get mouthed such as a toy then must follow with a wash, rinse, and sanitize after contact time.</i>

*Modified by Weld County Department of Public Health and Environment



Cleaning, Sanitizing, and Disinfecting Schedule

Toys	Clean	Sanitize	Disinfect	Frequency	Sanitizer Concentration	Contact Time
Mouthed Toys 	X	X		After each child's use and daily	50-200 ppm chlorine	1-2 Minutes
Dress Up Clothes 	X			Launder weekly and when visibly soiled	NA	NA
Cloth Toys (Machine Washable) 	X			Launder weekly and when visibly soiled	NA	NA
All Other Toys	X	X		Weekly and when visibly soiled	50-200 ppm chlorine	1-2 Minutes

Toilet and Diapering Areas	Clean	Sanitize	Disinfect	Frequency	Disinfecting Concentration	Contact Time
Hand Washing Sinks 	X		X	Daily	Follow Manufacturer Label	5 minutes. Must rinse with water after contact time.
Toilet Seats, Handles, Bowls 	X		X	Daily, immediately if visibly soiled	Follow Manufacturer Label	5 minutes. Must rinse with water after contact time.
Door Knobs, Floors	X		X	Daily, immediately if visibly soiled	Follow Manufacturer Label	5 minutes. Must rinse with water after contact time.
Diaper Changing Table 	X		X	After each child's use	Follow Manufacturer Label	5 minutes. Must rinse with water after contact time.

*Modified by Weld County Department of Public Health and Environment



Handwashing




WELD COUNTY DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
1555 North 17th Avenue, Greeley, CO 80631 www.weldhealth.org

HOW TO HANDWASH



**WASH HANDS WHEN VISIBLY SOILED!
OTHERWISE, USE HANDRUB**

 **Duration of the entire procedure: 40-60 seconds**



0 Wet hands with water



1 Apply enough soap to cover all hand surfaces



2 Rub hands palm to palm



3 Right palm over left dorsum with interlaced fingers and vice versa



4 Palm to palm with fingers interlaced



5 Backs of fingers to opposing palms with fingers interlocked



6 Rotational rubbing of left thumb clasped in right palm and vice versa



7 Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa



8 Rinse hands with water



9 Dry hands thoroughly with a single use towel or hand dryer



10 Your hands are now safe



*...once dry,
your hands are safe.*

Handwashing

When should staff and toddler-aged and older children wash their hands?

1. Upon arrival for the day and after breaks
2. When caregivers move from caring for one group/classroom of children to another
3. Before and after:
 - a. Preparing food or beverages
 - b. Eating, handling food, or feeding a child
 - c. Giving medication, applying a medical ointment or cream or administering first aid
 - d. Setup or use of a sensory table
4. After:
 - a. Using the toilet or assisting a child with toileting
 - b. Diapering each child
 - c. Handling body fluids
 - d. Handling animals or cleaning up animal waste
 - e. Coming in from outdoors
 - f. Cleaning or handling garbage
 - g. At any other time that hands become soiled.



How should infants have their hands washed?

Infants shall have their hands washed with:

1. Soap and running water
OR
2. A clean cloth that contains soap and is laundered after each use
OR
3. The use of soap and warm water solution dispensed from a clean spray bottle, followed by a rinse before drying with a clean cloth or disposable towel:

When?

- ⇒ Before and after meals and snacks
- ⇒ After:
 1. Having their diaper changed
 2. Coming in from outdoors
 3. Whenever their hands become soiled

Hand Sanitizers

Hand sanitizers cannot be used INSTEAD of hand washing!

- ⇒ **Hand sanitizers or wipes may only be used for staff and children three years of age or older and ONLY at times and in areas where hand washing facilities are not available (i.e. outdoors in remote locations).**



- ⇒ **Hand sanitizers and wipes must be stored out of reach of children**

Personal Health Requirements for Immunizations, Illness Policies, and Logs



WELD COUNTY DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
1555 North 17th Avenue, Greeley, CO 80631 www.weldhealth.org

Immunizations



Each child shall have on file:

- * **The Official Certificate of Immunization**
Or
- * **Official Exemption Form**
Or
- * **Written documentation of the student or child that is in the process of receiving their required vaccine**

⇒ **Children should be denied attendance if the child is not appropriately vaccinated for their age, not in the process of receiving the needed vaccine(s), or if they do not have a exemption on file**

⇒ **Specific guidance for required vaccines and vaccine schedules can be found at www.coloradoimmunizations.com**



⇒ **If a child does not have the minimum doses, the parent/guardian must be notified. Within 14 days of the notification, the child is to obtain the vaccine or have an appointment. A written plan must be provided for remaining vaccines.**

COLORADO CERTIFICATE OF IMMUNIZATION

www.coloradoimmunizations.com



COLORADO
Department of Public
Health & Environment

This form is to be completed by a health care provider (physician (MD, DO), advanced practice nurse (APN) or delegated physician's assistant (PA)) or school health authority. School required immunizations follow the ACIP schedule. Note: Final doses of DTaP, IPV, MMR and Varicella are required prior to kindergarten entry. Tdap is required at 6th grade entry.

Student Name: _____ Date of birth: _____

Parent/guardian: _____

Required vaccines

	Immunization date(s) MM/DD/YY	Titer date* MM/DD/YY
Hep B Hepatitis B		
DTaP Diphtheria, Tetanus, Pertussis (pediatric)		
Tdap Tetanus, Diphtheria, Pertussis		
Td Tetanus, Diphtheria		
Hib <i>Haemophilus influenzae</i> type b		
IPV/OPV Polio		
PCV Pneumococcal Conjugate		
MMR Measles, Mumps, Rubella		
Measles		
Mumps		
Rubella		
Varicella Chickenpox		

Varicella - date of disease	Varicella - positive screen date
-----------------------------	----------------------------------

*A positive laboratory titer report must be provided to the school to document immunity.

*The shaded area under "Titer date" indicates that a titer is not acceptable proof of immunity for this vaccine.

Recommended vaccines

	Immunization date(s) MM/DD/YY
HPV Human Papillomavirus	
Rota Rotavirus	
MCV4/MPSV4 Meningococcal	
Men B Meningococcal	
Hep A Hepatitis A	
Flu Influenza	
Other	

Health care provider signature or stamp: _____ Date: _____

Student is current on required immunizations for age (circle one): Yes No

OR

Immunization record transcribed/reviewed by school health authority:

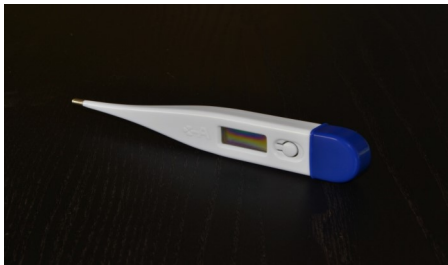
School health authority signature or stamp: _____ Date: _____

(Optional) I authorize my/my student's school to share my/my student's immunization records with state/local public health agencies and the Colorado Immunization Information System, the state's secure, confidential immunization registry.

Parent/Guardian/Student (emancipated or over 18 yrs old) signature: _____ Date: _____

Illness Policies

- ◇ A written policy shall be implemented for staff and children regarding illness symptoms and illnesses that require exclusion.



- ◇ Students shall be observed throughout the day for illness
 - ◇ Children who become ill while at the facility must be separated from other children

- ◇ A thermometer shall be provided and protected with a single use cover or sanitized after each use.
 - ◇ Glass or mercury thermometers are prohibited



** Samples of illness policies can be found at <https://www.colorado.gov/pacific/cdphe/child-care> under “Preventing Illness”



How Sick is Too Sick? When Children and Staff Should Stay Home from School or Child Care

There are three main reasons to keep sick children and adults at home:

1. The child or staff member does not feel well enough to take part in usual activities. For example, a child is overly tired, fussy or will not stop crying.
2. A child needs more care than teachers and staff can give while still caring for the other children.
3. The symptom or illness is on this list, and staying home is required.

Remember, the best ways to stop the spread of infection is through good hand washing and staying home when sick.

Symptoms	Child must stay home?
Diarrhea Frequent, loose, or watery stools (poop) compared to normal ones that are not caused by food or medicine.	Yes - if there are other symptoms along with the diarrhea (such as vomiting, fever, abdominal pain, jaundice, etc.), the diarrhea cannot be contained in the toilet, there is blood or mucous in the stool, the child is in diapers or the staff member handles food or bottles. Children and staff may return 24 hours after their last episode of diarrhea unless the diarrhea is caused by an illness that requires them to stay home longer.
Fever Fever with behavior change or other illness. Babies who are 4 months or younger need to see a doctor right away for a fever of 100°F or higher.	A child should not be excluded if they have a fever with no other symptoms unless they are 4 months old or younger. Yes - if there is also a rash, sore throat, throwing up, diarrhea, behavior changes, stiff neck, or difficulty breathing.
"Flu-Like" Symptoms Fever over 100°F with a cough or sore throat. Other flu symptoms can include tiredness, body aches, throwing up, and diarrhea.	Yes - for at least 24 hours after the fever is gone. The fever needs to be gone, without using medicine that reduces the fever (acetaminophen or ibuprofen).
Coughing	Yes - if the coughing is severe, uncontrolled, or the child has wheezing, rapid or trouble breathing. Medical attention is needed for wheezing, rapid or trouble breathing. <u>Note:</u> Children with asthma may go to school with a written health care plan and the school is allowed to give them medicine and treatment.
Mild Respiratory or Cold Symptoms Stuffy nose with clear drainage, sneezing, and mild cough.	No - children and staff may go to school if they are able to take part in usual activities. Children and staff should stay home if the symptoms are severe. This includes fever and if a child is not acting normally and/or has trouble breathing.
Vomiting/Throwing Up Throwing up two or more times in the past 24 hours, there are other symptoms in addition to the vomiting (such as fever, diarrhea, etc.).	Yes - until 24 hours after throwing up stops or a doctor says it is not contagious. If a child has a recent head injury, watch for other signs of illness and for dehydration. Adults who handle food and bottles must be excluded.

See second page for a list of illness that may require children or staff to stay home.



Medications and First Aid

Medications

Storage

- ⇒ Original container
 - ⇒ Inaccessible to children
 - ⇒ Separate from food, cleaning and toxic substances
 - ⇒ Temperature control
 - ⇒ If refrigeration is required, it should be stored in separate refrigerator
- Or
- ⇒ In an impermeable secondary container in a designated area of a food storage refrigerator, separated from food and inaccessible to children



Disposal

- ⇒ Medications abandoned or acquired by the facility must be disposed of as required by law

First Aid

Required Supplies

- ⇒ Gauze pads, rolled gauze, adhesive tape, cold pack, plastic bags, disposable gloves, band-aids, mechanism for cleaning hands in a remote location, and scissors
- ⇒ Must be kept in clean storage
- ⇒ Conveniently located and available to staff for emergency use
- ⇒ Inaccessible to children
- ⇒ First aid supplies and equipment with an expiration date must be discarded and replaced once the date has passed
- ⇒



Poison Control Center– 1-800-222-1222

- ⇒ Call the poison control center for guidance about exposure to toxic substances or any potential poisoning emergency

Food Service



WELD COUNTY DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
1555 North 17th Avenue, Greeley, CO 80631 www.weldhealth.org

Food Service

Sinks

Food Prep Sinks

- ⇒ Use for the preparation of food ONLY
- ⇒ Make sure it is indirectly drained
 - ⇒ **See Page 29 **
- ⇒ Wash, rinse, and sanitize after use



Hand Washing sink

- ⇒ Used for hand washing ONLY
- ⇒ Children must wash hands prior to eating each snack and meal

Dishwashing Sink

- ⇒ Indirectly drained
 - ⇒ **See Page 29**
- ⇒ Wash, rinse, and sanitize method

Steps:

1. In a 3 compartment sink fill each with the following:
 - Soapy, hot water
 - Clean, hot water
 - Clean water & sanitizer in cool water
2. Wash dishes in soapy water
3. Move dishes to clean rinse water
4. Fully immerse dishes in sanitizer for at least 60 seconds
5. Air dry



Warm water (110° F) & Soap	Clean Water (110° F)	Clean Water (75° F) & Sanitizer for 60 seconds
----------------------------------	-------------------------	--

Sanitizer concentrations:

Chlorine –50-200 ppm
Quaternary Ammonia-150-400 ppm

*Use chemical test strip for testing concentration

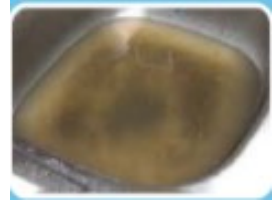
Tips:

1. Clean and sanitize sinks before use
2. Change water often

- ⇒ Use of mechanical dish machine is also acceptable

Indirect Plumbing

- ⇒ Dishwashing and food prep sinks are required to have an indirect connection to the sewer to prevent a sewage backup
- ⇒ A sewage backup can go unnoticed and contaminate the sink and food and equipment in the sink
- ⇒ Sewage backups can occur due to pressure changes in water lines from instances such as a water main break or use of a fire hydrant
- ⇒ When adequate plumbing modifications are made with indirect plumbing, sewage backup will spill onto the floor instead of backing up into the sink.



Backup in sink with inadequate plumbing



Dish machine air gap



Floor drain

Food Service

Cooking/ Holding Temperatures

Cooking Temperatures



165°F for 15 seconds- Poultry



155° F for 17 seconds- Ground Beef



145° F for 15 seconds- Pork, Fish, and Eggs

Cold Hold

⇒ Foods requiring temperature control shall be kept cold at **41° F** or below

Hot Hold

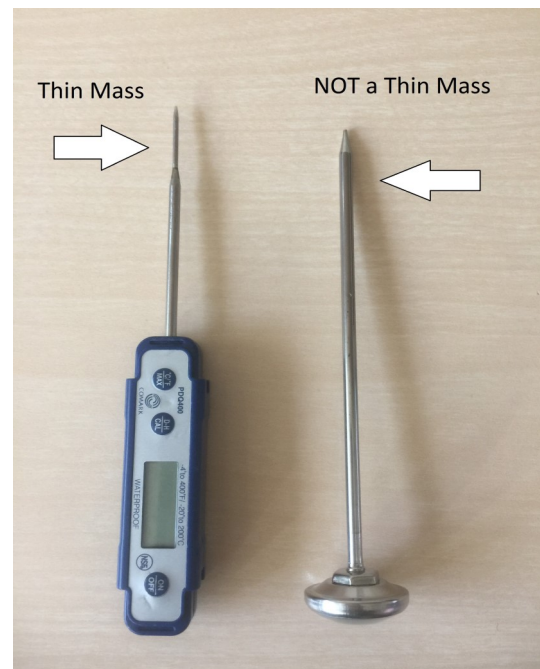
⇒ Foods requiring temperature control shall be kept hot at **135° F** or above

Thermometer

- ◇ A calibrated food thermometer with a numerical scale of 0-220°F shall be provided and accessible at all times.
- ◇ Facilities preparing thin mass foods (ex. chicken, hamburgers, fish fillets, etc.) must have a thin mass thermometer

Maintaining Temperatures

- ⇒ Foods requiring temperature control may be stored in coolers for transported offsite
- ⇒ If temperature is not maintained, the food must be consumed within 4 hours





Food Service

Date Marking

Requirement:

Ready-to-eat, potentially hazardous food (time/temperature control for safety food) held in a food establishment for more than 24 hours shall be clearly marked to indicate the time the original container is opened/cooked and the date or day by which the food shall be consumed on the premises, sold, or discarded when held at a temperature of 41°F (5°C) or less for a maximum of 7 days (6 day after opening) or manufacturer use-by date whichever occurs first.

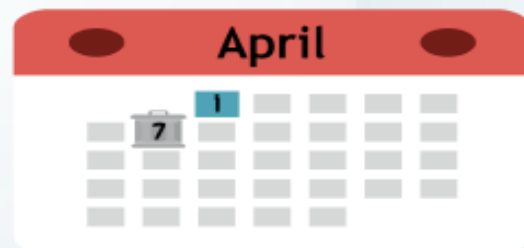
 <p>Date mark these foods after opening or preparing if they are kept for more than 24 hours.</p>	 <p>It is not necessary to date mark these foods.</p>
<p>Milk (animal milks, nut milks, and soy milk)</p> <p>Cold deli salads made at facility (egg, tuna, ham, chicken, potato, pasta)</p> <p>Hard boiled eggs</p> <p>Deli meats including hot dogs</p> <p>Soft cheeses (feta, brie, mozzarella)</p> <p>Cottage cheese</p> <p>Cream cheese</p> <p>Ricotta cheese</p> <p>Cut melons (watermelon, cantaloupe, honey dew)</p> <p>Cut leafy greens (lettuce, spinach, cabbage)</p> <p>Cut tomatoes</p> <p>Refrigerated foods that will not be heated and kept longer than 24 hours after opening</p>	<p>Cereal, crackers, and other foods that do not need to be refrigerated</p> <p>Yogurt</p> <p>Buttermilk</p> <p>Sour cream</p> <p>Hard and semi soft cheeses (cheddar, colby, monterey, gouda, havarti, swiss, provolone, parmesan, processed pasteurized cheese)</p> <p>Commercially processed and packaged deli salads (egg, tuna, ham, chicken, potato, and pasta)</p> <p>Foods that will be cooked before eating (eggs, raw meats)</p> <p>Condiments that do not require refrigeration (ketchup and mustard)</p> <p>Foods that will be consumed within 24 hours of preparation or opening</p>

Day 1 = Day item was prepared or opened

Day 7 = Day item needs to be used or discarded

4/1

4/7



Food Service

Family Style Meals

Meals that involve children and teachers sitting together and serving themselves from platters and pouring drinks from pitchers



Requirements:

- ◆ Children must be supervised
- ◆ Food is dispensed through utensils
- ◆ Soiled dishes and tableware are not refilled
- ◆ Contaminated food is discarded



Food Service

Additional Items

Prohibited Foods

- Honey cannot be served to infants
- Raw milk
- Unpasteurized juice



Prohibited Actions

- Staff involved in changing diapers cannot prepare meals and snacks
- Children cannot handle raw animal products
- Children cannot touch ready-to-eat foods for other children

Food Service

Feeding in Infant and Toddler Programs

Preparing and Mixing Formula and Breast Milk

- **Warming formula or breast milk**
 - Thaw frozen formula or breast milk under cold running water, in a refrigerator, or in a crock-pot
 - Crock-pots or warming devices can be used to thaw or warm if:
 - It will be used immediately and not returned to the refrigerator
 - The warming container is emptied, cleaned, sanitized and refilled with fresh water daily
 - NEVER use a microwave oven to warm formula or breast milk
- **Reusing nursing bottles**
 - Bottles must be washed, rinsed, and sanitized after each use
OR
 - Returned to the parent/guardian for washing at the end of the day
- **Unused formula or breast milk**
 - Unconsumed breast milk or formula must be discarded. Bottles of formula, milk, or breast milk and other potentially hazardous liquids shall not be fed over a period exceeding one hour.
 - Formula or breast milk that is unopened and not used the day it was prepared must be discarded or sent home with the parent/guardian at the end of the day. This does not apply to frozen breast milk.
- **Store bottles at 41°F or below**



Food Service

Feeding in Infant and Toddler Programs

Labeling Bottles

- ⇒ Bottles of formula or breast milk should be labeled with the child's name.
- ⇒ All formula and breast milk should only be used for the intended child.
- ⇒ **Breast milk** shall be differentiated by different colored labels (i.e. red dot) or another method approved by the department.
- ⇒ Accidental feeding of breast milk to another mother's child shall be handled in accordance with standard 4.3.1.4, *Feeding Human Milk to Another Mother's Child, Caring for Our Children, 2015*, hereby incorporated by reference.

Labels Must Include:

1. Child's name
2. Breast milk should have colored labels or another approved method
3. The date received



Sinks:

- ⇒ A designated sink should be used to fill, warm, and dump infant bottles. If a single sink cannot be designated for this, a written multi-use sink operational plan may be approved by the Department .

Baby Food

- ⇒ Containers of baby food dispensed into separate dishes and served individually, may be returned to the refrigerator for storage until the end of the day. Unconsumed portions of the food from the dishes, must be discarded.
- ⇒ Only one infant can be fed from the same container of baby food or from the same utensil.

Diapering



WELD COUNTY DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
1555 North 17th Avenue, Greeley, CO 80631 www.weldhealth.org

Diapering

Procedures

Safe and Healthy Diapering to reduce the spread of germs



1. PREPARE

- Gather all supplies needed (e.g. clean diaper, cream, clothes, etc.)
- If diaper cream is required, dispense it onto a clean tissue now.
- Wash hands and put on a new pair of disposable gloves prior to each diaper change



2. CLEAN CHILD

- Place child on a clean, disinfected, dry changing table.
- Clean child's skin around diaper area with a pre-moistened disposable wipe.
- Always wipe front to back!



3. DISPOSE IN TRASH

- Place used wipes in the soiled diaper.
- Soiled clothes shall be placed in bag to take home.
- Discard the soiled diaper, wipes, and disposable gloves in the trash can.



4. REPLACE DIAPER

- Slide clean diaper under the child.
- Apply diaper cream, if needed, with a tissue or a freshly gloved finger.



5. WASH CHILD'S HANDS

- Wash child's hands under running water with soap for 20 seconds and dry their hands with a disposable towel.
- Return the child to the crib or play area.



6. CLEAN UP

- Disinfect the diaper area, equipment and supplies, and any surface or furnishings contaminated with urine or feces.
- Follow the disinfectant label instructions for concentration (ppm), contact time, and rinse step if needed.
- If the diaper area is visibly contaminated with stool or urine, then area shall be thoroughly cleaned and disinfected (washed, rinsed, and disinfected).



7. WASH YOUR HANDS

- Wash your hands thoroughly with soap and water for 20 seconds and dry your hands with a disposable towel.



WELD COUNTY DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
1555 North 17th Avenue, Greeley, CO 80631 www.weldhealth.org

Adapted from the CDC

Diapering

Additional Information

How often should diapers be changed?

Diapers should be checked for wetness or feces at least every 2 hours, or when the child indicates discomfort or exhibits behavior that suggests the child has a wet or soiled diaper.

Diaper Changing Station

Location

- ⇒ Separate from any food preparation, storage, or serving area
- ⇒ Items unrelated to diaper changing should not be placed on tables or hung on the wall by the stations

Equipment and Surfaces

- ⇒ Sturdy construction with smooth, durable, non-absorbent and easily cleanable surfaces

Handwashing Sink

- ⇒ Located adjacent or within reach of the changing table/area
- ⇒ Must have cold and hot running water under pressure through a mixing faucet
- ⇒ Supplied with soap and paper towels or an air drying device

Disposal

- ⇒ Diapers, wipes and gloves must be disposed in a washable, covered container lined with a plastic bag.
- ⇒ Disposal should be located adjacent to changing table
- ⇒ Inaccessible to children

Cleaning

- ⇒ Changing tables, mats and stations should be kept in clean and good repair
- ⇒ Clean and disinfect after each use with a paper towel, using the guidance from pages 11 through 13.



Lead and Radon



WELD COUNTY DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
1555 North 17th Avenue, Greeley, CO 80631 www.weldhealth.org

Lead

Exposure of lead can have serious health effects

For child care facilities built before 1978, all painted surfaces of building components shall be considered lead-based paint unless a lead-based paint determination deems otherwise.

A lead-based paint determination must be made either by a certified inspector or risk assessor



To find a lead inspector or risk assessor, visit the Colorado Lead Services Directory

<http://www.colorado.gov/pacific/cdphe/test-lead-based-paint>

To find a EPA Lead-Safe Certified Renovator visit:

<http://www.epa.gov/lead> and select Find a Lead-Safe Certified firm

Radon

What is Radon?

Radon is a gas produced by Uranium which naturally breaks down in soil, rock and water. The gas can enter through cracks in foundation in buildings. The gas is odorless, tasteless, and cannot be seen. It is a significant health risk and can cause cancer. It is the number one cause of lung cancer for non-smokers.

Radon testing is required in all childcare facilities. Test results must be on file at each facility.

Radon tests can be done through a certified contractor or kits are available at home improvement stores and through Weld County Department of Health and Environment (subject to availability).

⇒ Discounted kits can also be found at www.doctorhomeair.com/colorado-schools/

⇒ Certified contractors can be found through www.coloradoradon.info

**A testing protocol training course is also available through <http://www.co.train.org>
Course ID: 1063938**



Radon Testing


Understanding how to
do it yourself

All Child Care Facilities Types Testing Directions

Always test during
normal operating
hours between
October and April

- Determine how many test kits you need:
 - You need to test every frequently occupied space in contact with the ground or above crawl spaces.
 - For large rooms, you need a test kit for every 2,000 square feet.
 - Do not test bathrooms, kitchens, closets, hallways, or laundry/utility rooms.
- Follow the testing instructions on the kits you purchase.
- Keep results on file at the facility.

 Test kit
needed

 No test kit
needed



Frequently Asked Questions

1. What is a frequently occupied space?

Frequently occupied spaces include offices, classrooms, cafeterias, libraries, auditoriums, gymnasiums and other indoor locations where children or staff work, learn, eat, play, nap and sleep. These areas are tested if the floor and/or walls are in contact with the ground or are over unoccupiable basements or crawl spaces.

2. If I have a basement, do I need to test it?

Only test basements with frequently occupied spaces. If a basement is not frequently occupied, test the main level of the building above the basement.

3. If my classrooms are separated by dividers or half walls, do I need to test each classroom?

No, when areas are separated by dividers or half walls test every 2,000 square feet.

4. Do I need to test temporary buildings or cabins?

If the temporary building is in contact with the ground or is skirted then the building needs to be tested. If the temporary building is not in contact with the ground and is not skirted then you do not need to test it.

5. My facility is located in a school, do I need to test?

Yes. However, schools are required to test for radon, too. Ask the school administration if testing has been conducted. If it has, verify that the spaces occupied by the child care facility have been tested. If they have not, then testing will need to be completed. It is recommended that retesting be done every five years.

6. I operate a children's resident camp with many cabins and lodging facilities. Do I need to test all of these?

If you operate a children's resident camp it is best to contact your local public health department or CDPHE for further guidance.



COLORADO
Division of Environmental
Health & Sustainability
Department of Public Health & Environment

For additional testing guidance refer to the American Association of Radon Scientists and Technologists (AARST) Protocol for Conducting Radon and Radon Decay Product Measurements in Schools and Large Buildings, 2014.

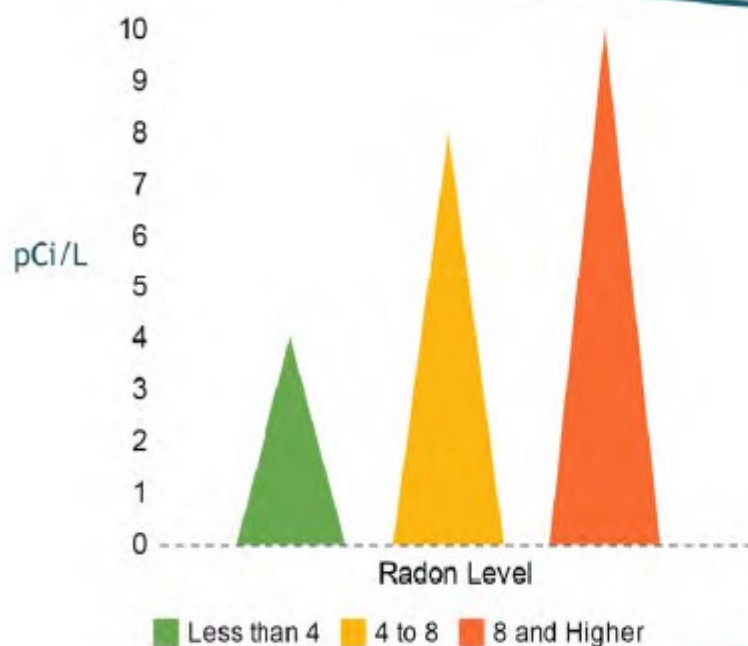
Revised June 30, 2016

Radon Results

Understanding the Results

What's Next?

Refer to the graph below to understand the results of your radon test.



THE AVERAGE
RADON LEVEL IN

CO

is **6.34 pCi/L**

If all results are less than 4 pCi/L, then no further action is recommended. However, testing every 5 years is recommended.



If one or more rooms have a result of 4 pCi/L to 8 pCi/L, we recommend conducting a long term test in those room(s). If long term tests of one or more rooms have results above 4 pCi/L, mitigation is recommended.



If one or more rooms have a result greater than 8 pCi/L, a second short term test should be conducted. If levels are still above 8 pCi/L, mitigation is recommended.



Mitigation

In rooms with results between 4 to 8 pCi/L, radon levels can often be decreased in schools and commercial buildings with minor adjustments to the heating, ventilation, and air conditioning systems by increasing air flow to these rooms. These rooms should be tested again after adjustments are made.

Mitigation systems can also be installed that will ventilate the radon gas into the atmosphere. Radon mitigation systems should only be installed by a certified contractor and radon tests should always be done post-mitigation to ensure the level has been reduced to below 4 pCi/L.

For More Information

(303)692-3645

www.coloradoradon.info

Miscellaneous Requirements



WELD COUNTY DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
1555 North 17th Avenue, Greeley, CO 80631 www.weldhealth.org

Floor Thermometers in Infant and Toddler Rooms

- ⇒ **Heated Facilities must maintain a draft-free temperature of at least 68°F at floor level (i.e. 12 inches) in occupied infant and toddler rooms (up to 3 years old).**
- ⇒ **The temperature should be monitored with a mercury-free thermometer placed at floor level.**



Air Fresheners

Air fresheners and other scent enhancing products are **NOT** allowed. These products can be harmful even in low doses and over long periods of time.

Health Effects

- Respiratory issues and asthma attacks
- Allergic reactions
- Sneezing, coughing wheezing
- Headaches
- Skin irritation and rashes

Prohibited Products include but not limited to:

- Incense
- Aerosol Sprays
- Candles
- Essential oils
- Gel cones
- Moth crystals or moth balls
- Urinal blocks
- Plug-in air fresheners



Ways to ventilate rooms and reduce odors:

- Fresh air (weather permitting)
- Keep rooms clean and free of trash accumulation
- Remove source of odor immediately
- Cover trash and/or diaper pail



Personal Belongings

Children's Personal Belongings

- ⇒ Each child's personal effects, clothing (i.e. jackets), bed linens must have a separate storage area
 - ⇒ Individual cubicles, lockers, coat hooks, drawers, storage tubs, or closet spaces



Staff Personal Belongings

- ⇒ Staff members personal effects (i.e. purses), clothing (i.e. jackets) must be stored separately and inaccessible to children, such as a locked cabinet
 - ⇒ A hook on the wall for a jacket or purse is NOT permitted if accessible to children

Animal Care

How many animals can we have?

- ◆ No more than 3 adult animals for every 25 children, unless animals are part of a educational or therapy program with written plans that outline goals and intended need
 - ◆ This does not apply to fish and livestock including horses

Vaccines

- ◆ Dogs and cats must have current rabies vaccines



Enclosures

- ◆ Small animals(gerbils, Guinea pigs, rabbits, etc.)
 - ◆ Non-absorbent, easily cleanable
 - ◆ Animal waste and bedding should not accumulate and be removed
- ◆ Larger animals and poultry
 - ◆ Cleaned daily to remove waste, bedding, and debris
- ◆ All animal waste on outdoor play areas should be promptly removed and placed in a closed container

Child Participation

- ◆ Supervise children's contact with animals, enclosures and waste
- ◆ Children under 5 CANNOT be involved with care, feeding, or handling of animals
- ◆ Children must wash hands immediately after contact with animals, enclosures, and waste products

Designated Area

- ◆ Animals are prohibited from food preparation, food storage and dining areas and play areas such as sandboxes and playgrounds
- ◆ Animal feed and bedding must be stored separate from human food areas
- ◆ Animals must be located in areas that will protect the health of children and caregivers with allergies



Prohibited Animals

Hook Billed Birds



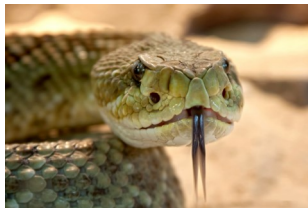
Ferrets



Primates



Venomous Snakes



Stray/wild Animals



Poisonous Amphibians



Adult birds, chicks, ducklings, reptiles, and amphibians must be prohibited from:

1. Facilities caring for children under 5
2. Classrooms with children kindergarten age or younger that also care for children under 5

Animals prohibited from classrooms with children under 5

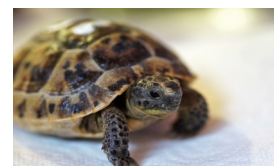
Poultry



Amphibians



Reptiles



Infant Programs

- Animals other than non-aggressive fish are prohibited from infant programs

**** Any animals that visit a childcare center must be from an organization accredited by the Association of Zoos and Aquariums (AZA). See the website below for a list:**

<https://www.aza.org/find-a-zoo-or-aquarium>

Pools, Hot Tubs and Natural Swim Areas

Guidance and Maintenance

- * Swimming pools, therapy pools, permanent wading pools, hot tubs and swim areas shall be constructed, operated, and maintained in accordance with the Colorado Department of Public Health and Environment *Swimming Pool and Mineral Bath Regulations*, 5 CCR 1003-5,
 - * <https://www.colorado.gov/pacific/cdphe/wq-guidance>



Cleaning

- * Portable wading pools must be emptied and disinfected after each group of children, emptied and disinfected at the end of each day, and placed in storage when not in use
- * A contaminated wading pool must be emptied, cleaned, and disinfected

Use

- * Children who are NOT toilet trained are prohibited from the use of hot tubs, therapy pools, swimming pools, and portable or permanent wading pools
- * If a suspected outbreak of gastrointestinal illness occurs, all swimming and recreational water based activities are prohibited until the Department can provide approval to resume activities

Temperature

- * Except for natural swimming areas, the water temperature must be between 77°F and 90°F while the pool is in use. Therapy pools may exceed 90°F if designated in a child's health care plan. Hot tub water temperature cannot exceed 104°F.

Chlorine

- Test hot tub every 2 hours and pool 3 times per day (at least once manually)
- Ideal concentration- 1 to 3 ppm Free Chlorine



Toys and Art Supplies

Storage

- ◆ Instructional supplies, toys, and other play equipment **cannot be stored in restroom unless** stored in a closed secondary non absorbent container or closed cabinet.
- ◆ Bulk art and science materials must be stored in original containers, clearly labeled, and stored in accordance with manufacturer's instructions. If the materials are transferred into a secondary container, it must be clearly labeled.
- ◆ The use or storage of concentrated or strong acids and bases; carcinogenic materials; toxic organic solvents; materials that produce toxic dusts, and materials with heavy metals such as lead, mercury, or cadmium are prohibited.



Sensory Tables

- ◆ Sensory and other play tables must be maintained clean and sanitary
- ◆ If filled with water, they must be emptied after use of each group of children and at least daily
- ◆ If filled with organic materials (beans, pasta, rice or other food items), the materials must be discarded after one week

Food Items

- ◆ If food is used for art or science materials, it must be labeled for the intended use (i.e. “not for consumption”)

Potentially Hazardous Materials

- ◆ Art and science materials must be used in a way that will not constitute harm to staff or children. Nontoxic, water-based materials should be used whenever possible
- ◆ Children using potentially toxic materials must be directly supervised by staff.
 - ◆ For example, shaving cream can be hazardous to asthmatic children.

Water Temperatures at Hand Sinks

- ⇒ **Each handwashing classroom sink must have hot and cold water through a mixing valve or combination faucet**
- ⇒ **Water shall be 90°F to 120°F in restrooms, diaper changing , and classroom sinks.**



Resources



**Weld County Department of Public Health and Environment
Child Care Website**

<https://www.weldchildcare.com/>

**Colorado Department of Public Health and Environment
Child Care Website**

<https://www.colorado.gov/pacific/cdphe/child-care>

Signs and Posters



WELD COUNTY DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
1555 North 17th Avenue, Greeley, CO 80631 www.weldhealth.org

Do Not Store Toys in restroom UNLESS inside a closed container



Sanitizer Label



Disinfectant Label



**Disinfectant/
Restroom/
Changing
Table**