

Hillsborough County  
Florida

Office of the Interim County Administrator  
Michael S. Merrill

BOARD OF COUNTY COMMISSIONERS

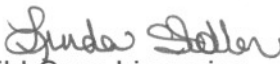
Kevin Beckner  
Victor D. Crist  
Ken Hagan  
Al Higginbotham  
Lesley "Les" Miller, Jr.  
Sandra L. Murman  
Mark Sharpe

ADMINISTRATORS

Lucia E. Garsys  
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J. Eugene Gray, Acting  
Sharon D. Subadan, Interim  
Mark J. Thornton, Interim

Date: January 31, 2011

To: Owners/Operators of Child Care Facilities and Other Interested Parties

From: Linda Stoller, Manager   
Hillsborough County Child Care Licensing

Subject: A. Ordinance Revision  
B. New Assignments

A. In March there will be a public hearing to adopt revisions to the Child Care Licensing Facility Ordinance. The specific time, date and location will be posted on the Child Care Licensing Web Site [www.hillsboroughcounty.org/childcarelicensing](http://www.hillsboroughcounty.org/childcarelicensing) under "What's New". In addition a complete draft of the proposed Ordinance and rules and regulations will also be available for downloading. Due to the many new rules, the Child Care Licensing Program has scheduled the following workshops prior to the Public Hearings to discuss the changes:

**February 23, 2011**  
**5:00pm – 8:00pm**  
**Children's Board of Hillsborough County**  
**1002 E. Palm Avenue**  
**Tampa, FL 33605**

**March 2, 2011**  
**11:00am – 1:00pm**  
**Children's Services Campus Fellowship Hall Bldg 50**  
**3110 Clay Mangum Lane**  
**Tampa, FL 33618**

**March 3, 2011**  
**5:00pm – 8:00pm**  
**H.C.C. Plant City Campus Science Building PSCI-110**  
**North Park Rd**  
**Plant City, FL 33563**

**Due to limited seating you must call the Child Care Licensing office at 264-3925 to register. We will be registering people on a first come first serve basis. Please don't register more than two people per center.**

Post Office Box 1110 • Tampa, Florida 33601

[www.hillsboroughcounty.org](http://www.hillsboroughcounty.org)

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While some of the rules have already been implemented through administrative memos there are new rules. Some of these new rules are being proposed because the State has changed their rules and we must meet or exceed their rules. Other rules have been proposed by the Child Care Facility Advisory Board, licensing staff or county attorney staff. Below are the major rule changes being proposed:

As rules from previous memos and Ordinance amendments have been added.

- 1.01 The rule has been changed regarding background screening to reflect the changes in FS435 last summer including, child care personnel's background screening must be cleared prior to working with children, personnel who have been charged with a disqualifying offense may not be employed until the matter is resolved and volunteers who work 10 hours per month or more must be fully screened.
- 1.02 New Training Regulations that address when Child Care Personnel re-enter the field have been added
- 1.08 In mixed age groups where infants, toddlers and two year olds are present the ratio is determined by the age of the youngest child
- 2.01 Smoking is prohibited on field trips
- 2.02 A capacity for each room will be determined and this capacity must be posted in each room
- 2.07 The operator is required to develop an emergency plan to include procedures to be used in case of fire, lock down or inclement weather. Each plan excluding fire drills must be practiced once per year. Fire drills still must be done monthly. At least one drill must be done while children are napping, one using an alternative exit and one in the presence of your licensing inspector
- 2.08 Drinking water must be available to children indoors and outdoors
- 2.09 The Ordinance is more specific about the kinds of equipment that is required by age group
- 3.01 Child Care Personnel are required to have a valid CPR and first aid certification on field trips and during all transportation activities.
- 4.06 Microwave ovens can not be used to heat baby bottles. In addition specific requirements for labeling sippy cups have been added.
- 7.07 Each vehicle shall be equipped with contact information for all children being transported. When transporting children with chronic medical conditions their emergency care plan and medical supplies must be available

Section 11 – The enforcement process had been significantly changed and is similar to the state’s progressive discipline procedure. However the County has added a requirement for a submission of corrective action plan prior to the fine being imposed. This new process will be discussed in depth at the provider meeting

B. Leslie McCaskey, a licensing inspector with our program who had been inspecting family child care homes for the past 13 years, will begin inspecting centers on April 1, 2011. The caseloads of some inspectors have been changed. Below are the inspectors caseloads by Zip Code.

## CHILD CARE CENTERS

<u>KATHY SHIELDS</u>	<u>ANGELA KUMMELMAN</u>	<u>LESLIE MCCASKEY</u>	<u>JANIS HEUSTIS</u>	<u>VERNON KILPATRICK</u>	<u>MICHELLE HERNANDEZ</u>	<u>LISA MADISON</u>	<u>NANCY GOMEZ</u>
33602	33511	33527	33548	33610	33615	33603	33569
33609	33510	33563	33549	33614	33624	33604	33572
33611	33584	33565	33556	33618	33625	33617	33570
33616	33594	33566	33558	33635	33626	33605	33573
33629	33637	33567	33559		33634	33606	33578
33607		33592	33612				33598
		33619	33620				33534
			33647				33547
			33613				33596
							33579

Updated: 1/26/11