

Ohio Department of Job and Family Services
MEDICAL, DENTAL AND GENERAL EMERGENCY PLAN FOR CHILD CARE

Provider/Program Name	Telephone Number
Street Address	
EMERGENCY TELEPHONE NUMBERS <i>(Include area code)</i>	
Emergency Squad	Hospital
Police Department	Fire Department
Poison Control	Public Children Services Agency (PCSA)
Local Health Department	Local Emergency Management Agency (EMA)
LOCATION OF	
First Aid Kit(s)	
Children's Records	
Fire Extinguishers	
Fire Alarm System/Main Panel	
Electrical Circuit Box	
Fire Alarm Pull Stations	
EMERGENCY INSTRUCTIONS	
<p>In case of a Dental Emergency, stay with the child and summon help. When an additional staff member is present to assume responsibility for the rest of the group, consult the Dental First Aid Chart which should be posted in each room. Follow instructions indicated, notify the parents and write an incident report. Remember if blood is involved, use non-latex gloves and sanitize afterwards following standard precautions.</p>	
<p>In an emergency, do any children in this room require additional assistance (more than other children of the same age or in the same group) to evacuate? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>(If yes, the written plan should be available to the teacher in the classroom with the child(ren)).</i> <i>This question is not required to be answered in rooms that multiple groups use (such as gyms, lunchrooms, etc. that are not classrooms). It must be completed in all classroom/home base areas.</i></p>	
<p>In the event that the child care program must be evacuated, are there medications or supplies that must be taken with any child(ren) in this room? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>(If yes, the written plan should be available to the teacher in the classroom with the child(ren)).</i> <i>This question is not required to be answered in rooms that multiple groups use (such as gyms, lunchrooms, etc. that are not classrooms). It must be completed in all classroom/home base areas.</i></p>	

Loss of Power, Water, Heat

- Contact utility company to notify of outage and assess expected time of outage.
- Evaluate factors, including safety, temperature, daylight, refrigeration requirements, ability to follow sanitary hygiene practices.
- Administrator or designee will make the determination whether the center/home needs to be closed or not. If in doubt, contact your licensing specialist or your local health department for assistance in determining whether you can continue to provide child care services and meet rule requirements.

In the event of a **Serious Injury or Illness**

- Stay with injured/ill child at all times, summon additional help if needed to supervise rest of children.
- Quickly complete an assessment: **Appearance, Breathing, and Circulation**.
- Summon a staff member trained in First Aid/Communicable Disease if you are not trained, determine whether EMS needs to be contacted.
- Check child's health information to determine if a Medical/Physical Health Care Plan has been completed for the child.
- Contact parents.
- Provide basic first aid until EMS or parent arrives.
- Complete a JFS 01299 Incident/Injury Report for Child Care for parents.
- If child is ill:
 - Isolate away from other children, reference the ODH Communicable Disease Chart and follow instructions.
 - Determine whether illness needs to be reported to ODH.
 - Post exposure sign or written notice for parents.
 - Sanitize cot/blanket if used.
 - If blood or bodily fluids are involved remember to wear non-latex gloves and follow standard precautions for cleanup.
 - If situation requires medical attention, ODJFS must be notified within 24 hours of the incident and report submitted within 3 days.

Supervision: Children must be supervised at all times. Children in the group must be kept within sight and hearing until additional staff are available to take control of children. Staff shall stay with children until the parent arrives.

Additional instructions for this program