

Community Services for Children Provider Link Newsletter ~ ELRC Region 11 August 2023

Serving Bradford, Sullivan, Columbia, Montour, Luzerne & Wyoming counties

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Region 11 Updates

Celebrating Provider Successes

Has your program celebrated a milestone such as an educational achievement, program anniversary, new accreditation or retirement? Please reach out to your Quality Coach and let them know! We would love to celebrate with you!



Kick Off Meetings - Registration Now Open!

The ELRC will be hosting Kick Off Meetings in October. We encourage all providers to attend to hear updates about Child Care Works, Keystone STARS, local collaborations and provider supports. Content will be the same at each meeting so choose the session that works best for you!



***Tuesday, October 3
1:00-3:00 pm
ELRC Region 11 Office
41 S. Main St.
Wilkes-Barre, PA 18701***

Wednesday, October 4
1:00-3:00 pm
Penn State Extension
200 Main Street, Suite 3
Towanda, PA 18848

Thursday, October 5
1:00-3:00 pm
Penn State Cooperative Extension
702 Sawmill Road
Bloomsburg, PA 17815

Click [HERE](#) to register!

Lead! Regional Training Series

The Association for Early Learning Leaders will present “The Power of Team” this fall. This conference, in the Poconos, is part of their “Lead! Regional Training Series”. Participating leaders, emerging leaders and teachers will earn CEU’s. Click [here](#) for more information and registration details.

SharedSource PA

On July 20th Cellissa Hoyt from ECE Shared Source joined our Directors Network Roundtable and shared valuable information about SharedSource PA®. SharedSource PA® is an initiative that brings Pennsylvania early childhood professional’s cost-saving tools, best practice resources, and a shared commitment to quality improvement through the collaborative efforts of pennaeyc, First Up, and Trying Together. This free platform provides templates, tip sheets, and access to cost-saving goods and services.

STAR 3 & 4 programs can earn points for Leadership and Management indicator LM3.4.11 if they are a member of SharedSource PA® and can demonstrate how they use the resources provided.

Please check out this beneficial resource;

<https://www.sharedsourcepa.org/marketing-home/>

Region 11 Provider Supports

Director's Network

This month, our Director's Network meeting will be the Virtual Observation-Based Assessment Fair (please see registration information below). We will be meeting



again on September 21st at 1:00 pm for a discussion about classroom management.

Quality Coach Monthly Calendar

Print out a copy of the Quality Coach Monthly Calendar for a quick reference of all regional support activities. Remember, **your Quality Coach has office hours** scheduled on the calendar and is available to meet with you and provide any needed supports.

- [Quality Coach Calendar August 2023](#)

ELRC Updates

CCW Reminders

- As you prepare for Fall enrollments, please report school year changes to your Provider Specialist
- School-age children will revert back to the part-time, school year rate on September 1st.
- It is important to always review invoices for accuracy. Children who are missing from your invoice must be added timely. Also check to ensure any children who have changes to enrollment or left care, are accurately reflected on your invoice each month.

Registration Fees

As of January 1st, 2023, certified child care providers receive a registration fee for all newly enrolled CCW children. This registration fee is automatically added to the provider invoice for the service period in which the enrollment was effective, regardless of whether the provider charges a registration fee.

Providers ***cannot*** charge CCW families an additional registration fee or the difference between the ELRC's registration fee and what the provider charges private pay families for a registration fee. ***Charging CCW families a registration fee could result in termination of the provider agreement.***

- Child Care Centers - \$75
- Group Child Care Homes - \$50
- Family Child Care Homes - \$50

Annual Registration Fees

If you charge an annual re-registration fee, the ELRC will pay this fee for your CCW enrolled children. This fee must be requested using the following form:

[Annual Registration Fee Form](#)


Prior to authorizing these annual fees, the ELRC must receive a one-time verification of these charges. This may include a copy of your family handbook or family contract that states all families are charged an annual fee every year.

Please note that the ELRC will not pay any other type of fee such as waitlist fees, field trip fees, etc.

If you have any questions, you can click [here](#) to read OCDEL's Announcement ELRC 22-09 explaining this policy or reach out to your Provider Specialist.

Updated Staff Report

The PD Registry Staff Report has been updated to include 2 new columns. The 10-hour Health & Safety course date and the PA Health & Safety Update (1 hour) has been added to ensure all staff have completed the required pre-service training.

 Staff Report													
Facility ID		Type		Licensed Child Care Center		Start Date							
Facility Name		Contact				Expires		Open					
		Phone											
		County											
Click on 'Current Staff ID' or 'Name' below to view Licensing Learning Record.													
Current Staff ID	Name	Position	Employment Start Date	Verification Status	PD Plan Last Update	Self Assessment Last Completed	Career Pathway Level	Career Pathway Renewal Due	Status of Application	Director Credential Expiration Date	10 Hour Health and Safety Course Date	PA Health and Safety Update 2022 (1 Hour) Date	Overview of Keystone Stars
		Group Supervisor/Teacher	06/12/2023	Verified by Program	08/22/2022	08/22/2022	Verified-Level A Plus	05/31/2023	Applied	N/A		1/19/2023	04/17/2023
		Administrative Staff	06/01/2023	Verified by Program	06/14/2023	07/10/2023	Verified-Level D	06/30/2023	Applied	N/A		1/24/2023	07/12/2022
		Director	06/12/2023	Self Reported	08/15/2022	08/15/2022	Verified-Level A	05/31/2023	Applied	N/A	4/13/2019	10/20/2022	07/18/2022
		Director	01/20/2023	Verified by Program	03/22/2023	03/21/2023	Verified-Entry Level	04/30/2024	Current	N/A	1/27/2023		01/20/2023
		Assistant Group Supervisor/Assistant Teacher	06/12/2023	Verified by Program	08/18/2022	08/18/2022	Verified-Entry Level	04/30/2024	Current	N/A			08/26/2022

Work Force Support 2.0 - Reporting Forms Past Due!

Work Force Support Grant 2.0 must have been spent and reporting form returned by 6/30/23! If you have not done so already, send completed forms to elrc-ksgrants@cscinc.org. Please reach out to your Quality Coach with any questions.



If you discover that you have unspent funds, please return your reporting form with the payment to:

Community Services for Children
Attn: Jori Farley
1520 Hanover Ave
Allentown, PA 18109

Virtual Child Assessment Tool Fair

Please join us for a virtual, child assessment tool fair. Six assessment tool vendors will join the meeting to review their tool format, implementation, pricing and ordering information. This meeting will be a wonderful opportunity

for providers who are beginning the process of selecting child assessment AND for providers looking for tips in using already purchased assessment tools.

**August 17th
1:00-3:00 pm**

Click [here](#) to view the information flyer and to register!



PQAS Cohort

Have you considered applying for a PQAS certification? The Pennsylvania Quality Assurance System (PQAS) maintains a registry of approved Professional Development Instructors and Technical Assistance Consultants/Coaches to help ensure that professional development activities and technical assistance meet quality standards. Professionals who receive their PQAS certification can

- enter trainings on the PD Registry
- issue training hours to their own staff which are accepted by certification and Keystone STARS
- partner with the ELRC to deliver PAID trainings to other child care providers.

The ELRC is forming a FREE cohort of professionals interested in becoming PQAS certified to work together through the process. In order to be eligible for this cohort, candidates must:

- work in ELRC Regions 11, 12, 13, 14 or 16
- be approved at a level C or above on the Career Pathway
- have experience training (formally or informally) others within the last 5 years

Cohort will begin in September. Interested applicants can register here:

[Cohort Registration](#)

Email estair@cscinc.org with any questions.

Insurance Survey - Deadline Extended to 8/4/23

The Pennsylvania Insurance Department and Department of Human Services are responding to the difficulties childcare providers are having in finding insurance coverage.

Please take a moment to complete this survey by 8/4/23. Your information will be kept confidential and will assist the departments in addressing insurance

availability and affordability.

[PID & DHS Insurance Survey](#)

Any questions can be directed to Caolinn Martin (caolmartin@pa.gov) or Jameekia Barnett (jamebarnet@pa.gov).

New Fire Safety Requirements

All DHS certified group child care homes (in a residence) and family child care homes **must** maintain compliance with the applicable fire safety laws contained in the Human Services Code; the Fire and Panic Act (family child care homes only); the Pennsylvania Construction Code; and applicable regulations relating to smoke alarms or systems. Smoke alarms or systems **must always** be operable.



All DHS certified child care centers and group child care homes (in a commercial space) **must** maintain compliance with the applicable fire safety laws contained in the Human Services Code, the Pennsylvania Construction Code, and applicable regulations relating to fire detection devices or systems. Fire detection devices or systems **must always** be operable.

To read the full announcements, click below:

- [*C-23-01 Fire Safety Requirements for Group Child Care \(in a residence\) and Family Child Care Homes*](#)
- [*C-23-02 Fire Safety Requirements for Child Care Centers and Group Child Care \(in a Commercial Space\)*](#)

Parent Project Podcast

Community Services for Children has been hosting the Parent Project Podcast to engage families in areas of common concern for parents. Experts provide perspectives on topics of health & safety, mental health, child transition and other important subjects.

Please consider sharing these podcasts with the families in your program!

This month, we are joined by Erin Barron, a nurse in emergency pediatrics, who shared information on car seat safety. Click [here](#) to listen.



Health & Safety

Supervision & Ratios

As you begin to plan your classroom enrollments and staffing for the Fall, be sure all rooms are fully covered to meet not only the ratios required, but the correct staffing components. Aides cannot be left alone with children so creative scheduling and combining of classrooms in the beginning and end of the day may be necessary. It is also important to factor in emergencies like staff illness or a child who needs temporary one on one attention. A floater or administrative support person who can help cover classrooms is necessary, especially for larger programs.

Take a look at this tool for [supervision and staffing patterns](#) and use it to assist in completing your staffing plans for the school year.

Reading to Children about Oral Health

Reading to children is an important way you can help them develop language skills and learn information about the world. Reading to children about oral health can help them be prepared to visit the dentist and to learn about caring for their teeth.



Check out these book lists for young children:

[Books about Going to the Dentist](#) and [Books about Teeth](#).

Happy reading!

Want to add staff or other members of your team to this newsletter? Email estair@cscinc.org and specify which Regional Newsletter you would like and requests will be added to next month's distribution.

Visit ELRC Region 11

Community Services for Children | elrc11@cscinc.org | www.cscinc.org

Connect with us



Community Services for Children | 1520 Hanover Ave, Allentown, PA 18109

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