



CCDBG HEALTH AND SAFETY TRAINING: Guidelines for Approved Trainers

On November 19, 2014, the Child Care Development Block Grant (CCDBG) Act of 2014 was signed into law. The law reauthorized the Child Care and Development Fund (CCDF) program to improve the health and safety of children in child care and improve the overall quality of Early Care and Education settings. New health and safety training requirements were established as part of the reauthorization and have been adopted into Nevada’s State Child Care Licensing regulations (Adopted Regulation of the State Board of Health LCB File R092-16).

The Nevada Registry was entrusted with the task of creating the content guidelines for each of the five courses as well as determining which approved trainers will be eligible to deliver training in these topics. One in a series of resources available to trainers, this document outlines the course objectives and trainer qualification requirements for each of the five required training topics that will serve as the basis for training approval. Both the content guidelines and trainer qualification requirements are aligned with The Nevada Registry’s training approval system, the Caring for Our Children Health and Safety Standards and the existing Child Care Licensing regulations. *This document should be used in conjunction with the CCDBG Health and Safety Training Supplemental Documents for Approved Trainers located on the [‘For Trainers’](#) page of The Nevada Registry website.*

CCDBG Health and Safety Training will be approved only when the content requirements and trainer qualifications have been met. Therefore, **the course title and objectives must match the information that follows. To expedite the approval process, copy and paste from the tables below when submitting requests** keeping in mind the content delivered must match content submitted for approval.

Required Health and Safety Training

The following CCDBG health and safety training is required within 90 days of employment for new employees. Existing caregivers are required to complete the new training in accordance with their facility’s licensure date.



- Building and Physical Premises Safety Including the Storage and Handling of Bio-Contaminants and Hazardous Materials
- Emergency Preparedness and Response Planning Resulting from a Natural or Man-Made Event
- Medication Administration and the Prevention of and Response to Food and Other Allergies in the Child Care Environment
- Prevention of Shaken Baby Syndrome and Abusive Head Trauma
- Transportation and Field Trip Safety in the Early Childhood Environment

NOTE: Though the CCDBG health & safety training topics are considered one-time requirements, individuals working in facilities licensed by the State may be required to retake the course if completed more than three years prior (at the discretion of their Licensing Surveyor). Individuals working in facilities licensed by Washoe County may be required to retake the course if they move facilities and if training was taken more than two years prior.

Topic 1: Building and Physical Premises Safety Including the Storage and Handling of Bio-Contaminants and Hazardous Materials	
Eligible Trainers:	<ul style="list-style-type: none"> • Approved Topic Trainers with official (and relevant) certification • Early Childhood Trainers who have completed the online course <i>NV102: Building and Physical Premises Safety</i> offered by the ChildCare Education Institute (www.cceionline.edu).
Course Objectives	<ul style="list-style-type: none"> • Identify common hazards throughout the school facility • Identify procedures for ensuring toy safety • Identify safe and age-appropriate toys for children of various age groups and developmental levels • Define safety standards and practices in the infant/toddler environment • Identify safe practices for preventing poisoning from plants, chemicals, and other materials • Identify safe storage of bio-contaminants and hazardous materials • Identify common causes of outdoor injuries • Identify effective practices for preventing outdoor injuries



	<ul style="list-style-type: none"> • Identify major factors in playground safety, including surfacing, overall design, maintenance, and supervision • Identify potentially hazardous environmental factors, including plants, insects and toxic fumes • Identify important water safety practices • Identify basic preventative strategies, including transitions, setting limits, avoiding distractions while supervising and preparing for the unexpected • Incorporate guidelines set forth in Nevada Child Care Regulation NAC432A.250 (Building and grounds) and NAC432A.415 (Safety and sanitation of toys and other objects used in play). <i>Note: In addition to covering the content of the NAC regulations within the training, it is recommended that every participant be provided with a copy of the relevant section of the regulations (available for trainers to download from The Nevada Registry website 'For Trainers' page).</i>
Number of Hours Required	Two
Topic 2: Emergency Preparedness and Response Planning Resulting from a Natural or Man-Made Event	
Eligible Trainers:	<ul style="list-style-type: none"> • Approved Topic Trainers with official (and relevant) certification • Early Childhood Trainers who have completed the online course <i>NV103: Emergency Preparedness and Response Planning</i> offered by the ChildCare Education Institute (www.cceionline.edu).
Course Objectives	<ul style="list-style-type: none"> • Differentiate between an emergency and a disaster • Identify recommendations for storage of emergency food, water and other basic supplies • Identify recommendations for continuity of business following a disaster • Identify basic requirements regarding disaster planning and preparedness • Identify and differentiate between responsibilities of administrators and staff members during and after disasters • Define mitigation as it relates to emergency management • Identify the importance of promoting resilience in children • Define and demonstrate understanding of impact and relief



	<ul style="list-style-type: none"> • Identify typical responses to disaster from children in various age groups • Identify recommended strategies and practices for helping children and adults cope in the aftermath of disaster • Identify recommended safe practices and policies for responding to various types of disasters and security threats, including tornadoes, storms, earthquakes and terrorist attacks • Incorporate guidelines set forth in Nevada Child Care Regulation NAC432A.280 (Plan for emergencies, drills, posting of plans, daily sign-in sheets, fire safety, maintenance and availability of reports). <i>Note: In addition to covering the content of the NAC regulations within the training, it is recommended that every participant be provided with a copy of the relevant section of the regulations (available for trainers to download from The Nevada Registry website 'For Trainers' page).</i>
Number of Hours Required	Two
Topic 3: Medication Administration and the Prevention of and Response to Food and Other Allergies in the Child Care Environment	
Eligible Trainers:	Approved Topic Trainers who are Licensed Nurses/Physicians
Course Objectives	<ul style="list-style-type: none"> • Demonstrate an understanding of the roles and responsibilities of adults involved in a child's health and treatment plan • Recognize rules and recommendations for administration of over the counter and prescription medications in the child care environment • Demonstrate an understanding of training and authorization levels required for administration of various types of medication • Identify key information to include in a program's medication administration policy • Identify safe medication receipt, storage and handling practices • Demonstrate an understanding of the Seven Rights of Medication Administration




	<ul style="list-style-type: none"> • Identify and demonstrate an understanding of recommended strategies and best practices for administering medication to children of various ages and abilities • Identify recommended procedures for ensuring safety and efficacy • Identify recommended information to include in a child’s medical file • Identify the Eight Major Food Allergens • Define contact sensitive and airborne sensitive as they related to food allergies • Identify strict avoidance as the only effective way to prevent allergic reactions • Identify causes of cross contamination as it relates to food allergens • Identify proper policies and procedures for storing foods in the center • Identify causes of non-typical contact with allergens • Identify safe practices for staff, children and parents to follow to minimize the risk of allergic reactions • Identify signs, symptoms and recommended medical procedures for responding to allergic reactions • Incorporate guidelines set forth in Nevada Child Care regulations NAC432A.376 (Medication) and NAC432A.585 (Procedures for use and administration of medication/ill children). <i>Note: In addition to covering the content of the NAC regulations within the training, it is recommended that every participant be provided with a copy of the relevant section of the regulations (available for trainers to download from The Nevada Registry website ‘For Trainers’ page).</i>
Number of Hours Required	Two
Topic 4: Prevention of Shaken Baby Syndrome and Abusive Head Trauma	
Eligible Trainers:	Approved Topic Trainers who are Licensed Nurses/Physicians
Course Objectives	<ul style="list-style-type: none"> • Define shaken baby syndrome and abusive head trauma • Identify the causes of shaken baby syndrome and abusive head trauma • Identify the symptoms of shaken baby syndrome and abusive head trauma



	<ul style="list-style-type: none"> • Identify long-term effects of shaken baby syndrome and abusive head trauma • Identify strategies and practices for preventing shaken baby syndrome and abusive head trauma in the child care setting • Identify tips for educating parents about shaken baby syndrome and abusive head trauma
Number of Hours Required	One (if working with infants under 12 months of age).
Topic 5: Transportation and Field Trip Safety in the Early Childhood Environment	
Eligible Trainers:	<ul style="list-style-type: none"> • Approved Topic Trainers with official (and relevant) certification • Early Childhood Trainers who have completed the online course <i>NV104: Transportation Safety in the Early Childhood Setting</i> offered by the ChildCare Education Institute (www.cceionline.edu).
Course Objectives	<ul style="list-style-type: none"> • Identify key recommendations from the National Transportation Safety Board regarding child passenger safety • Identify responsibilities of a center’s transportation supervisor, drivers and other staff with relation to transporting young children • Identify recommended practices for maintaining a center’s bus or other transport vehicle • Demonstrate understanding of recommended practices for the use of child restraint systems according to the National Transportation Safety Board and the National Highway Traffic Safety Administration • Identify safe vehicle operating procedures • Identify recommended procedures for loading and unloading buses and other transport vehicles as well as safe riding practices • Identify recommended practices for conducting evacuation drills and emergency management • Demonstrate understanding of safe practices for planning and managing field trips • Incorporate guidelines set forth in Nevada Child Care Regulations Revised NAC432A.290 found in R092-16 (Telephones, insurance for protection



	<p>against liability to third persons, transportation) and NAC432A.520 General requirements; requirements for field trips). <i>Note: In addition to covering the content of the NAC regulations within the training, it is recommended that every participant be provided with a copy of the relevant section of the regulations (available for trainers to download from The Nevada Registry website 'For Trainers' page).</i></p>
<p>Number of Hours Required</p>	<p>One (if facility provides transportation, training is required for each person who will provide such transportation).</p>


 This document may undergo periodic review and revision.
 Always refer to the 'For Trainers' page of The Nevada Registry website for the most current version.