

## ONE UTAH CHILD CARE PROVIDER OVERVIEW

During the COVID-19 pandemic essential employees, including health care workers and first responders, need a safe place for their children to receive free child care allowing them to do their jobs to ensure the health and safety of Utahns. With the dismissal of schools and closures of some child care centers, One Utah Child Care has been created to connect essential employees in the health and public safety sectors only to a *free* and *temporary* network of emergency child care programs. **PLEASE NOTE: Registration for one One Utah Child Care is now closed.**

### LICENSING AND EMERGENCY CHILD CARE APPROVAL

Child care programs participating in One Utah Child Care must adhere to the Child Care Licensing Division's group size and ratio requirements. One Utah Child Care sites operate with either Emergency Child Care (ECC) approval or a standard license from the Utah Child Care Licensing Program. In some locations, only children of essential employees are being served. In other locations, to meet the demand of essential employees across the state, some child care programs are caring for both their regular clientele and children of essential employees. The Office of Child Care is administering the One Utah Child Care system by funding the providers that participate and agree to the terms of operation.

Please review the [One Utah Child Care frequently asked questions](#) for more information. If you have further questions about the One Utah Child Care system, please email [occspecialist@utah.gov](mailto:occspecialist@utah.gov) using the subject line: One Utah Child Care.

Providers who are interested in participating in the One Utah Child Care system should follow these steps:

1. Fill out the One Utah Child Care [provider intake form](#). **Note: As of May 18, 2020, new provider intake forms will not be accepted.**
2. An Office of Child Care staff member will reach out to the individual listed as the contact on the intake form and answer any questions.
3. The Office of Child Care will evaluate the child care needs of essential employees in the area where the program is located to determine if additional One Utah Child Care capacity is needed.
4. If applicable, the Child Care Licensing program will contact you and grant your program approval to operate as an ECC program.
5. If your program is identified as a One Utah site, it will be added to the referral map for essential employees needing services.

6. The Office of Child Care and its contracts division will coordinate with you to establish the legal responsibilities and requirements, as well as funding to operate as a One Utah Child Care site. These agreements will need to be executed as quickly as possible.

The first sites opened on Monday, March 30, 2020 and there is coverage in many of Utah's communities with more capacity being established in areas of need. Each program's opening date will depend on their approval status and staff readiness. Parents will identify up to three sites to place their children and the Office of Child Care will notify the parent of the site available to meet their child care needs. Parents should not contact the programs directly.

### **PARTICIPATION AND PROGRAM EXPECTATIONS**

One Utah Child Care will be selecting sites to open based on several criteria. The determination regarding whether a location is selected is based on demand for care in a geographic area, proximity to a hospital and the availability of care through other One Utah Child Care sites in the same area. A program will remain open or continue to reserve One Utah Child Care slots if there is an identified child care need by essential employees and enrollment at that location.

Once it is determined that the location of your program is needed to serve essential employees, your program will receive an email confirmation of enrollment in the One Utah Child Care program. This confirmation email will include a link to an online form you must fill out to inform the Office of Child Care of any changes in your capacity, as soon as changes occur.

Programs participating in One Utah Child Care are required to track the daily attendance of children in their care and submit those records with each invoice. Specific invoicing instructions will be provided to participating programs as part of the on-boarding process.

The primary expectation will be to provide a healthy, safe and enriching environment for children in care. However, given that children are engaged in distance learning through their schools at this time, it will be advisable to provide school-age children with time to do their school work and engage in distance learning activities. The way in which programs incorporate this time will be at the discretion of each program.

Participating programs will not be expected to have kitchen staff to serve breakfast, lunch and snacks. However, many programs have the ability to coordinate with the Utah State Board of Education's food program to provide food to children in care. For programs that are unable to coordinate with the food program or access already existing funding for food, families utilizing the programs will be asked to pack food, including meals and snacks, for their children each day.

The length of a child care program's participation in the One Utah Child Care system will be established through the legal arrangement negotiated with the Department of Workforce Services.

### **HEALTH AND SAFETY PROTOCOLS**

All child care providers are required to follow strict social distancing and public health guidelines as outlined by the Department of Health's Child Care Licensing program. To see these guidelines visit [childcarelicensing.utah.gov/EmergencyChildcare.html](http://childcarelicensing.utah.gov/EmergencyChildcare.html).

### **COMPENSATION**

Most closed center programs that reopened to participate in One Utah Child Care will receive \$2,000 per week per each group of eight (8) children. That funding will allow programs to pay staff and cover additional costs associated with providing care. Programs participating in One Utah Child Care will not be permitted to charge families. For One Utah Child Care sites providing space but not staff, One Utah Child Care will provide the staff and directly pay the staff wages. It is likely additional legal arrangements will need to be made between the site and One Utah Child Care. Open programs with whom the Office of Child Care is contracting for slots to serve children of essential employees will receive \$250 per week per slot.

### **DEFINITION OF ESSENTIAL EMPLOYEES**

Although the U.S. Department of Homeland Security includes several sectors in its framework for identifying essential critical infrastructure workers, for the purposes of One Utah Child Care, "essential employees" is limited to any employees (including housekeeping, food service workers, technicians, assistants, front desk personnel, etc.) in the sectors outlined below. These individuals are determined to be necessary in maintaining continuity of operations of essential critical infrastructure and additional sectors designated as critical to protect the health and well-being of Utahns.

#### **Health Care and Public Health**

- Research and laboratory services
- Hospitals
- Walk-in-health facilities
- Elder care
- Medical wholesale and distribution
- Home health care workers or aides for the elderly
- Doctor and emergency dental

- Nursing homes or residential care facilities or congregate care facilities
- Medical supplies and equipment manufacturers and providers
- Pharmacies

**Law Enforcement, Public Safety and First Responders**

- Law enforcement
- Fire prevention and response
- Building code enforcement
- Security
- Emergency management and response