

Bulletin

April 16, 2007

Minnesota Department of Human Services □ P.O. Box 64941 □ St. Paul, MN 55164-0941

OF INTEREST TO

- County Directors
- County Supervisors and Staff
 - Child Care
 - Income
 - Maintenance
 - Social Services
- County Child Care
 - Administrative
 - Contacts and Client
 - Access Contacts
- Child Care Resource and Referral Agencies
- ECFE Program Staff
- Head Start Program Staff
- Early Childhood Program Staff
- Tribal Representatives

ACTION/DUE DATE

Please read and implement.

EXPIRATION DATE

The policies in this bulletin are effective until April 16, 2009.

DHS Announces Health, Safety and Other Resources for Legal Nonlicensed Child Care Providers and Families

TOPIC

Replace the Children, Families & Learning (CFL) Health and Safety Resource Instructional Bulletin CFL 00-008, issued December 8, 2000.

PURPOSE

- To inform county agencies, child care resource and referral agencies, tribal social service agencies, Early Childhood Family Education, Early Childhood and Head Start programs of health and safety resources available to provide to legal nonlicensed child care providers.
- To provide resource information about parent choice, quality child care, school readiness and child development to families.

CONTACT

Contact your Child Care Assistance Program (CCAP) Technical Liaison (see page 2) or submit your question through Policy Quest.

CCAP Technical Liaisons (page 2)
 Minnesota Department of Human Services
 PO Box 64951
 St. Paul, MN 55164-0951

SIGNED

CHARLES E. JOHNSON
 Assistant Commissioner
 Children and Family Services

Technical Liaisons contact information:

Region	Technical Liaison	Phone Number	Email Address
2, 3, 5, 6W,7E	Tia Chang	(651) 431-4036	tia.chang@state.mn.us
4	Brenda Clark	(651) 431-4047	brenda.clark@state.mn.us
6E, 7W, 10, 11	Merianne Peterson	(651) 431-4035	merianne.peterson@state.mn.us
1, 8, 9	Joan Anderson	(651) 431-4037	joan.k.anderson@state.mn.us

Background

This bulletin replaces the Children, Families and Learning (CFL) Registration Information and Health and Safety Resources for Legal Nonlicensed (LNL) Child Care Providers, CFL Bulletin #00-008. Counties are required to make resources available to parents to assist them in choosing quality child care. Counties are also required to provide health and safety materials to each authorized legal nonlicensed provider. The attached information is available in the public domain and may be used to create parent and provider information packets.

SECTION 1. LEGAL NONLICENSED PROVIDERS

Legal nonlicensed providers are defined as child care providers exempt from licensing under Minnesota Statutes, section 245A.03, subdivision 2.

Before the county issues payment to a legal nonlicensed provider, the provider must be authorized by the county. To be authorized with the county, the provider is required to supply the county with the provider's name, social security number or tax identification number (TIN), age, address, the provider's rate, a provider acknowledgement and a signed release form to permit information on substantiated parental complaints concerning the health and safety of children in their care to be disclosed to the public, subject to Minnesota Statutes, Chapter 13. They and certain members of their household will be subject to a background check as provided in Minnesota Statutes, section 119B.125

In addition to the authorization requirements of Minnesota Statutes, section 119B.125, legal nonlicensed providers must comply with state and local health ordinances and building and fire codes applicable to the premise where child care is provided.

Counties may establish more restrictive standards for authorization of legal nonlicensed providers. Additional authorization requirements must be included in the county's Child Care Fund Plan within the county's definitions of unsafe care.

Refer to Minnesota Statutes, section 119B.09, subdivision 5; Minnesota Statutes, section 119B.011 subdivision 19; Minnesota Rules, part 3400.0120 and Minnesota Rules, part 3400.0140, subpart 5 for additional information and definitions pertaining to providers, provider choice and legal nonlicensed providers. Refer also to Minnesota Statutes, section 119B.125 for provider requirements and authorization.

Additional information on licensing requirements in Minnesota and clarification on licensing exemptions is available by contacting your county licensor or the Licensing Division, Department of Human Services at (651)-296-3971.

Legal Nonlicensed Provider Health and Safety Resources

The county shall provide health and safety material to each authorized provider and shall refer the authorized provider to the Child Care Resource and Referral agency per Minnesota Rules, part 3400.0140, subpart 5. The distribution of health and safety information is necessary to comply with federal and state requirements.

Authorized providers who must receive health and safety information include the following:

1. Relatives providing care only to related children,
2. Non relatives providing care to related children and/or to children from a single unrelated family, and
3. In-home providers providing care in the child's home.

Distribution requirements may be met by giving the materials directly to the provider or by giving the materials to the parent, providing a method is established to ensure that the provider receives the materials.

License exempt centers that have applicable standards other than child care licensing standards, e.g., summer camps licensed by the Commissioner of Health and school-based programs operated by a school and approved by the district's school board, do not need to receive health and safety information from the county.

Counties should refer providers to the local Child Care Resource and Referral agency for more provider training and other child care development information. The contact list for the Child Care Resource and Referral is available through eDocs or <http://www.mnchildcare.org/> . The form number is DHS-4050A-ENG. <http://edocs.dhs.state.mn.us/lfserver/Legacy/DHS-4050A-ENG>

Required County Action:

Counties shall provide each authorized legal nonlicensed provider with information about:

- Health
 - ◆ Immunization Information
 - ◆ Nutrition Information
- Health and Safety Information
- Early Childhood Development Information
- School Readiness Information

Current publications addressing required topic areas are published and available for download, free or at a minimal cost, from the sources in Attachment A. Counties may use the information identified in the following pages or may use materials that are available locally to meet the requirements.

SECTION 2. CHILD CARE AND PARENTAL CHOICE

Federal and state laws require that families receiving child care assistance have a choice of the full range of providers. Minnesota Rules, part 3400.0010, subpart 1 provides the purpose of the Child Care Assistance Program. This includes providing eligible families with financial resources to find and afford quality child care for their children. Minnesota law defines legal providers and establishes parental choice of care and the county's Child Care Assistance Program roles and responsibilities when parents choose legal nonlicensed providers.

Family Resources

Parents may choose child care providers as defined under Minnesota Statutes, section 119B.011, subdivision 19 that best meet the needs of their family. (Counties may require a parent to sign a release stating their knowledge and responsibilities in choosing a legal provider described under Minnesota Statutes, section 119B.011, subdivision 19.) Included in the list of Health and Safety resources are also resources for families that counties can download and print to develop information packets for families.

Required County Action:

- Counties shall make resources available to parents about the availability of federal and state child and dependent care tax credits; federal earned income tax credits; Minnesota working family credits; early childhood screening; other programs with services for young children and families; and the post-secondary child care grant program. Minnesota Rules, parts 3400.0035, subpart 1.
- Counties shall make resources available to parents in choosing quality child care services. Minnesota Statutes, section 119B.09, subdivision 5.
- Counties shall allow families access to a categories of provider allowed under Minnesota Statutes, section 119B.011, subdivision 19.

SECTION 3. SPECIAL NEEDS

This information is available in other forms to people with disabilities by contacting Aaron Coonce at (651) 431-4048 (voice) or the Minnesota Relay Service at 1-800-627-3529 (TDD), 7-1-1 or 1-877-627-3848 (speech to speech relay service).

SECTION 4. ATTACHMENTS

A. Resources for Child Care Providers and Parents

Resources for Child Care Providers and Parents

This attachment contains a list of resources that meet the requirements for distribution to legal non-license providers. Along with resources for child care providers are information and resources for families. The information below provides mostly web hyperlinks to brochures or information on the subject that can be downloaded. There may be minimal costs in ordering some of the publications. This is not an all inclusive list. The Department of Human Services (DHS) does not endorse any particular organization's resources.

Health

Immunization Information – Minnesota Department of Health

A Guide to Minnesota's Immunization Law for Child Care Providers

A pamphlet for licensed child care providers that simply and clearly outlines Minnesota's immunization law and answers commonly asked questions. Includes an insert on the immunization schedule that will be updated each year as the schedule changes.

Day Care Kids Need Their Shots: An Immunization Guide for Minnesota Parents

A 4-page pamphlet that reminds parents of the importance of immunizing their children, and provides details on what shots are needed to enroll in licensed day care.

Child Care Immunization Record

A form to be completed and signed by parents or guardians and/or doctors and clinics. Can be used to document immunizations for children in licensed child care facilities as required under Minnesota law. Soon to be available in Spanish.

TO ORDER THE ABOVE MATERIALS

Call, write or fax your request to:

Minnesota Department of Health

Immunization, Tuberculosis & International Health

P.O. Box 64975

St. Paul, MN 55164-0975

800-657-3970 (toll free phone)

(651)-201-5503 (local phone) (651)-201-5501 (fax)

This Department of Health link (<http://www.health.state.mn.us/index.html>) has numerous downloadable brochures about immunizations that can be given to parents and providers. Below are a few of the specific immunization information brochures that can be downloaded and printed for use.

Shots needed for kids from birth to age 12. (chart)

[When to Get Shots for Children and Adolescents - English \(PDF: 52KB/1 page\)](#)

[\(Hmong - PDF 49KB/1 page\)](#)

[\(Russian - PDF 108KB/1 page\)](#)

[\(Somali - PDF 50KB/1 page\)](#)

[\(Spanish - PDF 49KB/1 page\)](#)

Shots needed for babies, age birth to 23 months old.

English version revised 4/06

[When to Get Baby Shots - English \(PDF: 47KB/1 page\)](#)

[\(Hmong - PDF 37KB/1 page\)](#)

[\(Russian - PDF 103KB/1 page\)](#)

[\(Somali - PDF 48KB/1 page\)](#)

[\(Spanish - PDF 46KB/1 page\)](#)

Shots needed from preschool to high school. (chart)

English and translated versions revised 3/05

[Are Your Kids Ready for School? \(PDF: 83KB/1 page\) \(Excel, English - 25KB/1 page\)](#)

[\(Bosnian - PDF: 69KB/1 page\)](#)

[\(Hmong - PDF: 54KB/1 page\)](#)

[\(Russian - PDF: 88KB/1 page\)](#)

[\(Somali - PDF: 57KB/1 page\)](#)

[\(Spanish - PDF: 44KB/1 page\)](#)

Nutrition Information

MyPyramid for Kids Poster

• [PDF of Simplified side](#)

• [PDF of Advanced side](#)

A 2-sided poster of MyPyramid for Kids. One side of the poster, for younger children, highlights a simplified MyPyramid for Kids graphic. The other side, for advanced elementary students, features both the MyPyramid for Kids graphic and healthy eating and physical activity messages.

Activity sheets and internet play are available to for kids to color and learn about healthy eating at:

<http://www.fns.usda.gov/eatsmartplayhardkids/Default.htm>

For questions or brochures about nutrition contact:

Food and Nutrition Service, USDA

375 Jackson St., Suite 610

St. Paul, MN 55101-1810

Phone: (651) 290-3805

Fax: (651) 290-4285

Milk Matters for Kids! - National Institutes of Health National Institute of Child Health & Human Development

The games and activities on this web page will help you to learn more about calcium, and why it's important for strong bones and healthy teeth. You'll also find out how much calcium you need every day, and what foods you can eat to get calcium.

<http://www.nichd.nih.gov/milk/kids/kidsteens.cfm>

Health and Safety Information

Reporting Child Abuse and Neglect – Minnesota Department of Human Services

A Resource Guide for Mandated Reporters

<http://edocs.dhs.state.mn.us/lfsrserver/Legacy/DHS-2917-Eng>

Child Safety and Permanency Division

P.O. Box 64943

St. Paul, MN 55164-0943

Families Guide to Child Protection – Minnesota Department of Human Services

<http://edocs.dhs.state.mn.us/lfsrserver/Legacy/DHS-3247-ENG>

Child Safety and Permanency Division

P.O. Box 64943

St. Paul, MN 55164-0943

Infectious Disease Reporting – Minnesota Department of Health

By law, a number of infectious diseases must be reported to the Minnesota Department of Health. Links provide an alphabetical listing of reportable communicable diseases and information on what is required for reporting each specific disease.

[Reportable Diseases A-Z](#) | [Report Immediately by Telephone](#) | [Report Within One Working Day](#)

Persons Required to Report Disease – Minnesota Department of Health

This is a link to information on who is required to report disease to the Minnesota Department of Health.

Checklist from the Minnesota Department of Health Family Division

Home Safety Checklist - Guidebook

[HTML Version](#)

[PDF Version \(338 KB/28 pages\)](#)

English Version - Booklet

[HTML Version](#)

[PDF Version \(609 KB/8 pages\)](#)

Spanish Version

[HTML Version](#)

[PDF Version \(247 KB/6 pages\)](#)

U.S. Consumer Product Safety Commission (CPSC)

Office of Information and Public Affairs

Washington, DC 20207

CPSC Consumer Hotline: 800- 638-2772

Your Home Fire Safety Checklist ([HTML](#)) ([PDF](#)) ([PDF-SPANISH](#))

Identifies possible sources of fire in homes and gives fire prevention tips.

Back to School Safety Checklist ([HTML](#)) ([ENHANCED](#))

Offers tips on making schools, child care facilities and playgrounds safer.

Hand washing information – Minnesota Department of Health

Comprehensive List of Hand Washing Printed Materials:

Hand Washing Tool Kit

<http://www.health.state.mn.us/handhygiene/toolkit/about/materials.html>

[Full manual](#)

[Why wash](#)

[How and when to wash](#)

[Outbreak information](#)

[Curricula](#)

[Other handhygiene materials available from MDH](#)

Head Lice – Minnesota Department of Health

[Head Lice: A Treatment Guide \(PDF: 90KB/4 pages\)](#)

Student and Youth Health Services and Policy – Minnesota Department of Health

<http://www.health.state.mn.us/divs/cfh/shs/childcare.html>

Child Care/Extended Care

We acknowledge that there are many health service issues for children in out-of-home settings that go beyond the school itself such as extended after school programs, preschools, child care, summer schools, camps, etc., and health services are very much an issue within these settings.

- See [Student and Youth Health Topics A-Z List](#)
- [Infectious Diseases in Child Care Settings Manual, Hennepin County, Minnesota](#)
- Developmental Screening:
 - [Trainings and Conferences, Maternal and Child Health, Minnesota Department of Health](#)
 - [Part C, Infants and Toddlers with Disabilities, Minnesota Children with Special Health Needs \(MCSHN\), Minnesota Department of Health](#)

Poison Information for the Home

Minnesota Poison Control System

Hennepin County Medical Center

701 Park Avenue

Minneapolis, MN 55415

800-222-1222 for Emergency 24hours a day, 7 days a week

<http://www.mnpoison.org/>

Your Home – Minnesota Poison Center

[Home Safety Checklist & Household Poisons](#)

Poison Safety Brochure – Minnesota Poison Center

[Poison Safety Brochure in English](#)

HomePacket – Minnesota Poison Center

Request a free poison information packet for your home! The home packet consists of one Home Safety checklist, one Poison Help Magnet, one pair of Poison Help phone stickers, and one Poison Help Safety Guide. Limit one per household. The link can be used to order the packet. <http://www.mnpoison.org/index.asp?pageID=54&categoryID=7&productID=28>

Car Safety Seats: A Guide for Families 2006

Updated annually, this guide helps parents make informed decisions about car seat selection and use. The 2006 edition includes information on booster seats, the LATCH attachment system, air bags, car seat recalls, installation tips, and built-in seats offered by auto manufacturers, plus updated feature comparisons of more than 60 seats.

Available for order by contact of American Academy of Pediatrics (AAP)

Washington, DC Office:

The American Academy of Pediatrics

Department of Federal Affairs

601 13th Street, NW

Suite 400 North

Washington, DC 20005 USA

(202)347-8600

(202)393-6137 (fax)

<http://www.aap.org/healthtopics/carseatsafety.cfm>

Click on Car Safety Seats: A Guide for Families 2006

Other brochures available about car seat safety by AAP:

[One-Minute Car Safety Seat Check-Up \[PDF file\]](#)

Shaken Baby Syndrome – Minnesota Department of Health

Shaken Baby Syndrome (SBS) Prevention videos reviewed and approved by Minnesota Department of Health (MDH) to meet the 2005 legislative requirements related to prevention education to parents and child care providers about the dangers of shaking infants and young children.

Brochures and videos on Shaken Baby Syndrome by the MDH can be ordered for a fee at:

<http://www.health.state.mn.us/divs/fh/mch/fhv/strategies/sbs/sbsorderform.pdf>

Never Shake a Baby (Information on website)

Developed by the CPS Psychosocial Pediatrics Committee in 1997. Reviewed in 2002.

<http://www.caringforkids.cps.ca/babies/SBS.htm>

Portrait of Promise (a video about Shaken Baby Syndrome prevention)

Midwest Children's Resource Center

347 N. Smith Avenue, Suite 401

St. Paul, MN. 55102

(651)-220-6703

Shaken Baby Syndrome - Educational DVD

Minnesota Hospital Association

www.mnhospitals.org and click on "Store"

The ***Shaken Baby Syndrome*** videos are also available through your local Child Care Resource and Referral (CCR&R) agency, or through the library system. To look up the CCR&R nearest you, visit: <http://www.mnchildcare.org/ccrrmap.php>

Sudden Infant Death Syndrome (SIDS) Information – Minnesota Department of Health
<http://www.health.state.mn.us/ommh/sids.pdf>

Crib Safety and SIDS Reduction - Consumer Product Safety Commission
[Crib Safety Tips \(HTML\)](#)
[\(HTML-SPANISH\)](#)
[\(PDF-SPANISH\)](#)

CPSC Cautions Caregivers about Hidden Hazards for Babies on Adult Beds - Consumer Product Safety Commission
[\(HTML\) English \(PDF\)](#)
[\(HTML-SPANISH\) \(PDF-SPANISH\)](#)

Choking Hazards Information- Consumer Product Safety Commission
CPSC has designed new choking awareness posters to educate parents and caregivers about the potential hazards to young children regarding small parts. The posters are available in [English](#) and [Spanish](#) (both downloadable here in portable document format - pdf).

Lead Poisoning
Lead Poisoning Prevention Program
Minnesota Department of Health
P.O. Box 64975
St. Paul, MN, 55164-0975
General Information: (651)-201-4610
[What is Lead Poisoning? \(English\)](#)
[Spanish](#)
[Somali](#)

Lead – Minnesota Department. of Health
[Cleaning Up Sources of Lead in the Home \(English\)](#)
[Hmong](#)
[Somali](#)
[Spanish](#)
[Common Sources of Lead \(English\)](#)
[Spanish](#)
[Somali](#)

Fact Sheets and Brochures about Lead Poisoning – Minnesota Department. of Health
[General Fact Sheets](#)
[Posters](#)
[Remodeling the Older Home](#)
[Lead in Water](#)
[Non-MDH Fact Sheets](#)
[Lead Educational Materials Order Form](#)
(PDF: 60KB/2 pages)
[Childhood Lead Poisoning Information: Help to Make Lead Poisoning a Thing of the Past \(Tri-fold\)](#)

Carbon Monoxide (CO) Poisoning in Your Home – Minnesota Department of Health
(a fact sheet)

<http://www.health.state.mn.us/divs/eh/indoorair/co/copoisonhome.pdf>

Preventing Carbon Monoxide (CO)

Poisoning in Your Home (a fact sheet) – Minnesota Department of Health

<http://www.health.state.mn.us/divs/eh/indoorair/co/preventco.pdf>

What You Should Know About Space Heaters - U.S. Consumer Product Safety Commission

[\(HTML\)](#)

[\(PDF\)](#)

Smoke Detectors Can Save Your Life - U.S. Consumer Product Safety Commission

[\(HTML\)](#) [English](#) [\(PDF\)](#)

[\(PDF-SPANISH\)](#)

[\(PDF-CHINESE\)](#)

[\(PDF-KOREAN\)](#)

[\(PDF-PORTUGUESE\)](#)

[\(PDF-TAGALOG\)](#)

Recipe for Safer Cooking [\(HTML\)](#) - U.S. Consumer Product Safety Commission

<http://www.cpsc.gov/cpscpub/pubs/558.html>

Think Toy Safety (U.S. Consumer Product Safety Commission) brochure

<http://www.cpsc.gov/cpscpub/pubs/281.pdf> (English)

<http://www.cpsc.gov/cpscpub/spanish/281s.pdf> (Spanish)

Early Childhood Development Information

Early Childhood Screening Brochures -Minnesota Department of Education

Early Learning Services

1500 Highway 36 West

Roseville, MN 55113

Parent brochures briefly describing Minnesota's Early Childhood Screening program are provided in 11 languages. These languages include English, Arabic, Cambodian, Croatian, Hmong, Laotian, Oromo, Russian, Somali, Spanish, and Vietnamese. These brochures can be downloaded from the Department of Education's web link provided here. <http://education.state.mn.us>

Hearing Assessment

"Giving Your Baby a Sound Beginning,"

<http://www.audiology.org/aboutaudiology/consumered/guides/soundbeginning.htm>

"Babies Cry" Tip Cards from the Minnesota Department of Health

["Babies Cry" - Metro -- English Version \(PDF: 48KB/2 pages\)](#)

["Babies Cry" - MN -- English Version \(PDF: 47KB/2 pages\)](#)

["Babies Cry" - Metro -- Hmong Version \(PDF: 51KB/2 pages\)](#)

["Babies Cry" - MN -- Hmong Version \(PDF: 50KB/2 pages\)](#)

["Babies Cry" - Metro -- Somali Version \(PDF: 50KB/2 pages\)](#)

["Babies Cry" - MN -- Somali Version \(PDF: 49KB/2 pages\)](#)

["Babies Cry" - Metro -- Spanish Version \(PDF: 51KB/2 pages\)](#)

["Babies Cry" - MN -- Spanish Version \(PDF: 50KB/2 pages\)](#)

The Power of Movement in Your Child's First Three Years:

On The Move (booklet)

Zero To Three

www.zerotothree.org

(800) 899-4301

How Does TV Affect a Child's Development?

Mary Margaret Reagan-Montiel

MediaWise Early Childhood Program Manager

National Institute on Media and the Family

606 24th Avenue South, Suite 606

Minneapolis, MN 55454

612-672-4781

email: mreagan-montiel@mediafamily.org

Early Childhood Intervention Developmental Wheel – Minnesota Department. of Health

<http://www.health.state.mn.us/divs/fh/mcshn/pdfdocs/wheel.pdf>

About The Wheel: The wheel lists a few things that children do by certain ages. It also lists some things that families can do to help their child grow, learn and keep them healthy and safe.

To order copies of the wheel go to:

<http://www.health.state.mn.us/divs/fh/mcshn/wheel.htm>

Minnesota Children with Special Health Needs

Minnesota Department of Health

85 East Seventh Place / P.O. Box 64882

St. Paul, MN 55164-0882

Phone: (651)-201-3650 OR 1-800-728-5420

E-mail*: mcshnweb@health.state.mn.us

FAX: (651)-201-365

What to Expect and When to Seek Help a Bright Future development tool for parents and providers

<http://www.brightfutures.org/tools/index.html>

Throughout the tools, a strong emphasis is placed on strengths as well as concerns. The information under "What to Expect" not only offers a guide to healthy development and parenting, but provides information that parents can find reassuring about their child's behavior and their own parenting.

The tools provide an opportunity to identify concerns at an early stage. The information under "When to Seek Help" includes concerns that might be addressed with additional information, as well as concerns that signal the need for further assessments and services.

Download the Tool

[Infancy \(pdf; 320 KB\)](#)

[Early Childhood \(pdf; 344 KB\)](#)

[Middle Childhood \(pdf; 368 KB\)](#)

[Adolescence \(pdf; 364 KB\)](#)

[Referral Tool \(pdf; 124 KB\)](#)

If you experience problems with this online Order Form, you may either phone in your order directly or print a PDF of the Order Form and fax or mail it to:

Bright Futures Distribution Center

c/o RMS Direct

4510 Buckeystown Pike, Unit M

Frederick, MD 21704-3539

(301) 279-8890 - (240) 436-1062 (fax) (There's a fee charged for the resources.)

School Readiness Information

Getting Ready for School Begins at Birth

How to help your child learn in the early years

(booklet)

Zero To Three

www.zerotothree.org

(800) 899-4301

School Readiness: the Foundation of Early Learning website.

This website offers tips and information on how parents/providers and teachers can help in getting children ready to for school.

<http://www.earlylearning.org/publications/getting-school-ready-guides/>

Getting School Ready! guides in various languages – Foundation for Early Learning

[English - Getting School Ready! - guide](#)

[Cambodian-Getting School Ready! - guide](#)

[Chinese - Getting School Ready! - guide](#)

[Russian - Getting School Ready! - guide](#)

[Somali - Getting School Ready! - guide](#)

[Spanish - Getting School Ready! - guide](#)

[Vietnamese - Getting School Ready! - guide](#)

The Minnesota Early Childhood Indicators of Progress is a resource for helping parents and others who care for and educate young children understand and communicate a common set of developmentally appropriate expectations. These expectations are what children should know and be able to do before entering kindergarten. – Minnesota Department of Human Services

Birth to 3 ECIPS:

<http://edocs.dhs.state.mn.us/lfserver/Legacy/DHS-4438-ENG>

Three to 5 ECIPs:

<http://edocs.dhs.state.mn.us/lfserver/Legacy/DHS-4576-ENG>

Parent Resources

Do you need help paying for child care? (DHS form 3551)- Minnesota Department of Human Services

This brochure provides information to families on the child care assistance programs that may help pay for child care costs. Brochures can be accessed in three ways.

1. Brochures can be downloaded and printed for copies by using the link provided
<http://edocs.dhs.state.mn.us/lfserver/Legacy/DHS-3551-eng>
2. By calling 651-431-3502 to request copies; or
3. By submitting an electronic request form using the link provided
<http://edocs.dhs.state.mn.us/lfserver/Legacy/DHS-0121-ENG>

Choosing Quality Child Care (web page)

www.zerotohree.org

Choosing Child Care Parent Toolkit

Minnesota Child Care Resource and Referral Network

A brochure to help parents about choosing child care.

http://www.mnchildcare.org/pdfs/CCRR_Toolkit.pdf

A Parent's Guide to Choosing Safe and Healthy Child Care

<http://www.childcareaware.org/en/tools/parentsguide/print.html>

This form provides a place for you to note which guidelines are met; the checklist provides a place where you can make notes on up to 3 different child care programs.

Produced by:

National Resource Center for Health and Safety in Child Care

University Of Colorado Health Sciences

Center at Fitzsimons Campus Mail Stop F541,

PO Box 6508,

Aurora, CO 80045 - 0508

1-800-598-5437

Caring for Children – Minnesota Department of Human Services

An overview of resources on child care and preparing children for school developed primarily for refugee and immigrant families is available on the DHS website in English at

<http://edocs.dhs.state.mn.us/lfserver/Legacy/DHS-4723-ENG> .

It will be available in ten languages in 2007 on the DHS website. A printed copy in English can be obtained from Mary Firth, (651) 431-3864 or mary.firth@state.mn.us

Child Care Aware products and Website:

The following webpage has a checklist that provides for parents good ways to measure the quality of a [child care home or center](#).

<http://www.childcareaware.org/en/tools/checklist.html>

How to Find Quality Child Care in Your Community

ChildCareAware have combined seven of their popular brochures into this durable, pocket-sized guide. Information in this guide covers parents' needs for their children from birth to school-age.

Order Publications:

+ [Have one mailed to me](#)

<http://www.childcareaware.org/en/tools/pubs/>

A list of publications for parents can be ordered using the above website.

Finding Help Paying for Child Care – ChildCareAware Organization

This brochure addresses the difficulties many families face in meeting the cost of child care. Find out how you might be able to reduce your child care costs by taking advantage of child care subsidies, tax credits, and exploring alternatives to full-time care.

Download Brochure (pdf)

+ [English version \(504 KB\)](#)

+ [Spanish version \(676 KB\)](#)

Positive Parenting II: Toddler to Twelve

This print/video training curriculum focuses on toddlers to ten-year-olds. Includes 1 1/2 hour video, six lesson guides, parent handouts, learning aid, resource lists and more!

(may have a cost)

Extension Distribution Center

405 Coffey Hall

1420 Eckles Ave

St. Paul MN 55108-6068

Phone: 1-800-876-8636

Fax: 1-612-625-6281

www.extension.umn.edu

Positive Discipline (Also available in: [English](#) | [Hmong](#) | [Somali](#) | [Spanish](#)) A Guide for Parents looks at some of the common parenting challenges you may face from birth through early elementary school. This easy to read, easy to use, 52-page book gives you some ways to address these challenges, using positive discipline techniques to guide your child's behavior. This book is filled with ideas that we know really work! (May have a cost)

Extension Distribution Center

405 Coffey Hall
1420 Eckles Ave
St. Paul MN 55108-6068
Phone: 1-800-876-8636
Fax: 1-612-625-6281

Child Care Resource and Referral Agencies

The Minnesota Child Care Resource and Referral (CCR&R) Network is a statewide network of community agencies offering comprehensive, individualized listings of child care and education options while also working to build a diverse, high-quality child care system accessible to all Minnesota families.

Free Child Care Referral Service

Free child care referrals are now available through the statewide network of Child Care Resource and Referral (CCR&R) agencies. Phone referrals are available through CCR&R agencies by calling 1-888-291-9811. To look up the CCR&R nearest you, visit: <http://www.mnchildcare.org/ccrrmap.php>. Child care referrals are now also available online through: www.MNChildCare.org/internetreferral.php.

Minnesota Child Care Resource and Referral Network Service Areas Map

<http://www.mnchildcare.org/ccrrmap.php>

Child Care Resource and Referral Network Directory

Contact us:

Minnesota Child Care Resource & Referral Network
380 Lafayette Road, Suite 103,
Saint Paul, MN 55107
T: (651) 290-9704
F: (651) 290-9785
Services available in English, Hmong, Somali, and Spanish.
Twin Cities area: 651-665-0150
Toll-free: 1-866-807-6021
To connect to your local Resource and Referral agency: 1-888-291-9811
Email: info@mnchildcare.org

DHS Licensing Lookup Web Application – Minnesota Department of Human Services

The DHS Licensing information lookup includes the most frequently requested public information maintained by the Licensing Division. Work is under way to add electronic copies of the most requested public information to the Web application, such as licenses, complaint investigations and reports from monitoring visits made by DHS Licensing Division investigators.

Users can search DHS's licensing information database for:

- A list of providers in a certain county, ZIP code or city with contact information
- The current status of a provider's license — whether the license is active, suspended or revoked
- What services a provider is licensed to provide

<http://licensinglookup.dhs.state.mn.us/>

Caring for Children – Minnesota Department of Human Services

An overview of resources on child care and preparing children for school developed primarily for refugee and immigrant families is available on the DHS website in English at

<http://edocs.dhs.state.mn.us/lfserver/Legacy/DHS-4723-ENG>. It will be available in ten

languages in 2007 on the DHS website. A printed copy in English can be obtained from Mary Firth, 651-431-3864 or mary.firth@state.mn.us

Head Start

Give Your Child a Head Start ([in English](#)) ([in Spanish](#))

http://www.headstartinfo.org/recruitment/child_hs.htm

Find out Head Start's purpose and how it can benefit children as well as parents.

Easing the Transition from Preschool to Kindergarten: A Guide for Early Childhood Teachers and Administrators

http://www.headstartinfo.org/recruitment/trans_hs.htm

Discover how early childhood teachers and administrators can make moving from preschool to elementary school easier for parents and children.

Fun and Learning

<http://www.headstartinfo.org/cgibin/pubcatstore.cfm?CatID=41&do=detail>

This handbook contains entertaining educational activities for parents and children. It is a collection of everyday things to do that can easily be done in a family's home, backyard or even away from home. The book also includes a list of questions to inspire parents to create additional activities. This publication is also appropriate for other families, childcare providers and classroom teams. (Reproduce as needed)

Our Stories Keep Us Connected

<http://www.headstartinfo.org/cgi-bin/pubcatstore.cfm>

Other Head Start Information and Publication Center Resources:

Websites for the Head Start Community

<http://www.headstartinfo.org/infocenter/web.htm>

Head Start Information and Publication Center Information Sheets

http://www.headstartinfo.org/recruitment/inf_con2.htm

Tax Resources

The Earned Income Credit (EIC) is a special credit for low-income working families that reduces the amount of federal tax that you owe (if any). The credit is subtracted from the amount of tax you owe, so you pay less tax or get money back from the government. Even if you do not have a tax liability, you might still get some money back. You must meet certain eligibility requirements in order to claim the credit.

Taxpayers who qualify for the federal EIC qualify for the Minnesota Working Family Credit.

Minnesota Department of Revenue

<http://www.taxes.state.mn.us/>

For information on Minnesota state tax credits, call (651) 296-3781.

Internal Revenue Services – United States Department of the Treasury

<http://www.irs.gov>

For information on federal tax credits and refunds and to see if you are eligible, call 800-829-1040.