

Head Start

April 7, 2011

State Health Advisory Committee Meeting Minutes

Jackie Wake, Chairperson, brought the meeting to order on Thursday, April 7th at 10:30 am on time in Room 222 of Convention Center at the VAHSA training conference in Abingdon, Va.

Sign in sheet was passed with corrections to be made to contact information, if needed. Brief introductions were made and Wenda Singer from the State collaboration office was introduced as she was in attendance.

Agenda and minutes from last meeting were distributed. Motion to approve minutes from last meeting made by Dorethea Butts and seconded by Carolyn Johnson and voted upon unanomously.

TK Barnett introduced our guest speaker, Mike Hoback, the State Licencing Inspector, DSS. She has worked closely with him at her Center.

Mr. Hoback gave a full 30 minute overview of the Key Health & Safety Standards. It was an abbreviated format from the usual formal 2 hour training he gives to centers. Everyone in attendance was given a certificate of professional development with contact hours. I have attached in these minutes, the full 25 page document entitled: "Virginia Department of Social Services Division of Licensing Programs".

Brief overview of each Standard delineated and discussed: these standards must be posted, and known by the staff and implemented on a daily basis. They should be posted in the centers or classrooms for referencing.

He gave accolades to programs and reinforced - Do not stop your daily program routines with kids while inspector is in the building and should be monitored often by supervisory staff. The level of monitoring consists of coaching and mentoring for positive outcomes in the classrooms.

Emergency preparedness plans must be understood by all staff and refreshed yearly in order to be ready to implement on short notice. Know what is going on in your community. Know 911 coordinator and where shelters are located in your facility.

Inspectors main goal is to say-“no violations noted.”

Key notes on playground safety were noted: Staff positioning is essential on the playground. Playground time is not staff rest/breaktime. Resilient surfacing needs to be checked daily for raking of compound to prevent accidents. If playgrounds are used by the public , they have stricter guidelines and monitoring protocols.

What is the recommended temperature for children in the winter to go outside and have playtime? There are no specific regulations from DSS—dressing appropriately is most important.. providing outdoor playtime is mandated. If program is school-based.. follow district policies if in place.

Supervision of children: staff is required at all times to be within sight and sound of all children in the classroom. There should be no blocking of furniture. Teachers should arrange their rooms so that all children are always within their sight.

To care, protect and guide---Know your job. Don't assume it's Not your job! For prevention of the spread of disease: use your grantee standards. Safety should always come first.. do not support parents when their actions makes program out of compliance/not within standards. Always report communicable diseases.

Handwashing and toileting procedures: Hand-washing is always best practice for both staff and children. Wipes maybe used to clean faces off after eating.

Medications: Epi-pens MUST not expire. Child must go home until new pen arrives at school. Grantee can be sited. Medication training is a must. For OTC- no training is required by DSS . Written parental consent for bug spray, sunscreen and diaper cream.

To summarize:Use www.dss.va website for further information. Key Health and Safety Standards are used in all center-based Head Start classrooms. School-based and blended classrooms sites use their local school division standards. They

are not as high as DSS guidelines. When you have questions, call your inspector and get to know him.

Dorethea Butts: reported on recent site review. In preparing for the review, her site used the "guidance" manual instead of monitoring protocols (reference only). She had a prepared folder with the answers for the guidance questions with proper documentation included for each question. She felt prepared and that SAFETY # 1 emphasis on this review. ERSE manager had 70 charts pulled and reviewed in detail. The federal reviewers wanted specific dates to enter into their computer database. Communication is the key to success. Be prepared and anticipate answers. Be ready to show specific dates and documentation must be accurate. They had one finding under: transitioning from EHS to HS. Programs must begin the transition phase at 6 months before the 3rd birthday. Margaret from MACCA also had a recent review. She is a new health manager and it was a scary and intimidating experience but she used it as a opportunity to partner with the OHS and learn from them. The new method seems to be, the holistic approach to the care of the child. Many people shared their experiences about their review process. It was a time if learning for all.

Health Insitute: Dorethea Butts reported on the 1 ½ day of training. It was in late January, at the Stonewall Jackson Hotel in Staunton,Va. Bad winter weather forced its closure 2 hours early as the last speaker CX. PP are available from all the presenters. They were all very knowledgable in their respected fields of expertise. I will attach the agenda from Health Institute and you can download all the pertinent information individual programs might want.

Wenda Singer from the VA Head Start collaboration office reported that 10-12 people outside the Head Start family were given funds to attend the health institute this year. Health, Mental health, and Oral health got together for reviewing. The Infant Child/Mental health coalition from Smart Beginnings got endorsement on their first phase. They are purchasing the Michigan model. It the 4 levels of credentialing model that HS staff can get. There are 14 states currently using this model. The Dental Home initiative has began throughout the state. First one was in Orange county last summer. Williamsburg had the second

training and Abigdon just recently conducted the third. There are 2 more ready to be launched in NOVA very soon. It is a multi-disciplinary approach to dental trainings (hygienist, dentist, nurses attended and role-played, were given CD's and other teaching materials to teach parents/other staff and learned knee-to-knee exam techniques.)

No questions presented at Round Table

Meeting was adjourned at 12:04 pm. Next meeting will be in its usual location at Hanover DSS, Ashland, Va on Tuesday, May 24, 2011, 11-2

Respectfully submitted:

Laura McCall, RN

Program RN, Shenandoah Valley Head Start