



Licensing Link

Alison Rahn is Scott County's New Licensor

Hi Everyone,

My name is Alison Rahn and I'm the newest member of the Scott County Child Care Licensing team. I have replaced Tracy Kerber and am the new Social Worker II/Child Care Licensor within the group. If you previously partnered with Tracy, we will most likely be working together in the future (with a few exceptions).

Prior to joining Scott County, I was a family child care provider in Shakopee for 8 years. That role allowed me to explore what it means to be an early childhood professional. It gave me the opportunity to start my own business, partner together with my clients in the incredible early years of their children's lives and become a passionate advocate of childhood. I'm so excited to use that background and insight in my new licensing role. I'm a firm believer in the role of family child care professionals. I understand the work ethic, integrity, love of children, educational mindset, overall skillset, business acu-

men and enthusiasm required to run a successful business.

In the years prior to being a provider, I was in Human Resources at Carlson Companies. My experience there centered on benefit administration and communications work. It provided a wonderful opportunity to connect with a wide variety of people and advocate on their behalf. I enjoyed being able to provide answers and solutions to real-life situations impacting employee lives as well as communicate with employees.

I have a Bachelor of Science degree from Bethel College (now University) in St Paul, MN. My major was Psychology, with a focus on Family Studies. I interned at Children's Home Society with a focus on international adoption and also worked as a research assistant in the area of adoption.

I have been married to Kevin for almost 19 years and we have three children; Jackson (12), Finnley (8), and Bellamy (4). I've been a family child care client, gone through the

process of opening a family child care business and am now in the world of child care from a licensing and client perspective. I understand what it means to:

- Search for the right program
- Operate a program that meets the complex needs of both my own family and the families in care
- Understand and adhere to Rule 9502 guidelines

I am available to help you find the answers to any questions you may have, provide education around areas that will help strengthen your program/you as a provider and serve as a listening ear when needed. My hours are 8-4:30 p.m., Monday-Friday. I can be reached by phone or email. My contact information is as follows:

Phone: (952)496-8505

Email: arahn@co.scott.mn.us

I look forward to connecting with you!



Scott County Child
Care Licensing

Spring 2016

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Important Updates about Eager-to-Learn

Effective January 1, 2016, any training that family child care providers take via Eager-to-Learn online classes will NOT be provided with a paper training certificate.

All Eager-to-Learn (ETL) training completed will be recorded in a provider's Learning Record in Develop. If you have not already done so, you can sign up/register for a user account at the following address:

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

Instead of receiving an emailed PDF certificate after completing an ETL training, a provider's learning record will be updated within three

business days of the training completion.

To access your training record:

- To the development website and log into your account
- Under "My Individual Profile," you will see "Application Report" on the right hand side
- Click on Core Competency Learning Record



The Eager-to-Learn trainings are designated on the Learning Records with a sponsor of "Child Care Aware of Minnesota: ETL District." Providers will be able to print out their Learning Record to provide verification of training to licensors at relicensing visits.

For more information about the changes with Eager-to-Learn, please contact the support team at MNCPD:

Email: support@mncpd.org

Toll free phone: 855-378-3131

Upcoming Training at Scott County



Developmentally Appropriate Behavior Guidance:

- June 16 & 23, 2016

SUID/AHT Training:

- May 9, 2016
- June 7, 2016

All trainings run from 6:30pm—8:30pm and will be held at the Scott County Government Center: 200 4th Avenue West Shakopee, MN 55379

Registrations will be accepted by mail, as there is a fee for the trainings. Check or money order should be payable to Scott County Treas-

urer and sent in with your registration form.

If you are interested, please go to the Scott County Child Care Licensing webpage to obtain the registration form.

<http://www.scottcountymn.gov/1181/5333/Training-at-Scott-County>

Scott County Website has a New Look

Earlier this year, Scott County rolled out their new website. We have been working very hard to ensure that all of the current information used by our providers is transferred to the new site.

Additionally, each of you should have received an email providing step-by-step instructions on how to navigate the new site. These instructions were created to help guide our providers through the new layout so that you can find all the documents needed to continue with your business.

The new link for the Scott County Child Care Licensing home page is: <http://www.scottcountymn.gov/351/Child-Care-Licensing>

If you have any questions about the new site, please call your licensor.

Rule Reminder—Activities and Equipment:

Activities and Equipment—9502-0415 Subpart 1. General Activities states: Day care activities must provide for the physical, intellectual, emotional, and social development of the child. The environment must facilitate the implementation of the activities. Activities must:

- A. Be scheduled indoors and outdoors, weather permitting
- B. Be appropriate to the developmental stage and age of the child
- C. Include active and quiet activities; and
- D. Contain provider-directed and child-initiated activities

Now that the weather has warmed up, and spring/summer is right around the corner, please remember to get the children in your program outside to play. Not only is outdoor play very important for children and their growth, it is also mandatory that each provider bring the children outside, weather permitting.



Ideas for appropriate child attire:

- Rain boots and a rain coat
- Extra set of clothing, in case there is still a little mud
- Spring jacket



If you have any questions or concerns about this rule, please do not hesitate to call your licensor for more clarification.

Forms Reminder:

Permission to Administer:

Permission to Administer was implemented and has been put into use as a form of protection for all of our providers. When a provider has a parent fill out this form, they are giving the parents an opportunity to check off all acceptable products that can be used on their child.

Please remember that if you are going to use another product that is not listed on this form, you should add these products in the "other" category. For instance, hand sanitizer or essential oils. If you do not list these items and use them on a child without the parents' permis-

sion, you are putting your business at risk. Children can often have reactions to new products, so you should always weigh on the side of caution. Additionally, the county could potentially issue a fine, correction order, or negative licensing action if they get information that you have used products on a child without permission.

Immunizations form:

As our licensors have been going out on visits, they recently have noticed a lack of consistency with the Immunization Form. If you do not have the most updated form, please go to our website and print off the new-

est version:

<http://www.scottcountymn.gov/DocumentCenter/Home/View/328>.

Additionally, it should be noted that as a supplemental option, a provider may use an immunization record print out from a physicians office in place of this form as well as the required physicians signature for children under the age of 15 months. However, this print out needs to be labeled clearly as a document from the physicians office. If you have any questions on either of these issues, please feel free to call your licensor.

Reminder about SUID/AHT off-year videos

The licensors have noticed a little confusion about the SUID/AHT videos that can be used for your training requirement every other year.

On the documentation of viewing the SUID/AHT videos **there are a total of 6 videos** included on this form. In order to receive full training credit for watching these videos, **ALL 6 videos** must be watched.

Here is the from that we are referring to: <http://www.scottcountymn.gov/DocumentCenter/View/368>

Please feel free to call your licensor if you have any further questions.

Scott County Child Care Licensing



Scott County Health and Human Services
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200 Fourth Avenue West
Shakopee, MN 55379-1220

(952) 445-7751

<http://www.scottcountymn.gov/351/Child-Care-Licensing>

It takes a big heart to
help shape little minds
~ Unknown