

**DRAFT - Implementation Plan**  
**Section 5.1.6 B**  
**Health and Safety Training Requirements**

Unmet Requirement	Current Status	Overall Target Completion Date	Steps/Activities	Activity Start Date	Activity End Date	Responsible Agency and Partners
Goal tied to requirement (e.g. implement policies, develop website, etc)	For example, not yet started  In progress	Date for overall goal	List each step out	Identify start date for each step	Identify end date for each step	Identify agency responsible for each step
Review current requirements for pre-service/orientation training for licensed and registered providers	Completed	July 1, 2015	1. Review all child care rule sets and act.	1. 5/1/15	1. 6/1/15	LARA
Change PA 116 to require orientation for center licensees	Not started	September 30, 2017	1. Review changes needed to PA116 2. Work with Office of Policy and Legislative Affairs 3. Develop final plan of action with concerned parties (MDE, LARA, Licensees) 4. Work with legislature to make changes to PA116	1. 12/31/15 2. 1/31/16 3. 1/31/16 4. 4/30/16	1. 1/31/16 2. 3/31/16 3. 3/31/16 4. 12/30/16	LARA
Identify needed rule changes for preservice training	In progress	December 1, 2015	1. Identify needed rule changes.	5. 6/1/15	5. 12/31/15	LARA
Change child care center rules to ensure preservice training requirements related to health and safety are consistent with federal requirements	Not started	September 30, 2017	1. Submit official request for rulemaking. 2. Implement Ad Hoc Committee process in PA116 to draft rule changes 3. Develop a Regulatory Impact Statement and Cost-Benefit Analysis. 4. Schedule public hearings and provide public notices. 5. Hold public hearings 6. Finalize rule changes. 7. Submit final draft of rules to Joint Committee on Administrative Rules	1. 1/2/17 2. 1/30/17 3. 6/1/17 4. 6/1/17 5. 7/1/17 6. 8/15/17 7. 8/31/17 8. 9/30/17	1. 02/30/17 2. 03/30/17 3. 04/30/17 4. 04/30/17 5. 8/30/17 6. 9/30/17 7. 9/30/17 8. 9/30/17	LARA

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			8. Submit rules to the Office of the Great Seal.			
Change child care home rules to ensure preservice training requirements related to health and safety are consistent with federal requirements	Not started	September 30, 2017	1. Submit official request for rulemaking. 2. Implement Ad Hoc Committee process in PA116 to draft rule changes 3. Develop a Regulatory Impact Statement and Cost-Benefit Analysis. 4. Schedule public hearings and provide public notices. 5. Hold public hearings 6. Finalize rule changes. 7. Submit final draft of rules to Joint Committee on Administrative Rules. 8. Submit rules to the Office of the Great Seal.	1. 1/2/17 2. 1/30/17 3. 6/1/17 4. 6/1/17 5. 7/1/17 6. 8/15/17 7. 8/31/17 8. 9/30/17	1. 02/30/17 2. 03/30/17 3. 04/30/17 4. 04/30/17 5. 8/30/17 6. 9/30/17 7. 9/30/17 8. 9/30/17	LARA
Review current requirements for ongoing training	Completed	July 1, 2015	1. Review all child care rule sets.	1. 5/1/15	1. 6/1/15	LARA
Identify needed rule changes	In progress	December 1, 2015	1. Identify needed rule changes.	1. 6/1/15	1. 12/1/15	LARA
Change child care center rules to ensure ongoing training requirements related to health and safety are consistent with federal requirements	Not started	September 30, 2017	1. Submit official request for rulemaking. 2. Implement Ad Hoc Committee process in PA116 to draft rule changes 3. Develop a Regulatory Impact Statement and Cost-Benefit Analysis. 4. Schedule public hearings and provide public notices. 5. Hold public hearings 6. Finalize rule changes. 7. Submit final draft of rules to Joint Committee on Administrative Rules	1. 1/2/17 2. 1/30/17 3. 6/1/17 4. 6/1/17 5. 7/1/17 6. 8/15/17 7. 8/31/17 8. 9/30/17	1. 02/30/17 2. 03/30/17 3. 04/30/17 4. 04/30/17 5. 8/30/17 6. 9/30/17 7. 9/30/17 8. 9/30/17	LARA

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			8. Submit rules to the Office of the Great Seal.			
Change child care home rules to ensure ongoing training requirements related to health and safety are consistent with federal requirements	Not started	September 30, 2017	1. Submit official request for rulemaking. 2. Implement Ad Hoc Committee process in PA116 to draft rule changes 3. Develop a Regulatory Impact Statement and Cost-Benefit Analysis. 4. Schedule public hearings and provide public notices. 5. Hold public hearings 6. Finalize rule changes. 7. Submit final draft of rules to Joint Committee on Administrative Rules. Submit rules to the Office of the Great Seal.	1. 1/2/17 2. 1/30/17 3. 6/1/17 4. 6/1/17 5. 7/1/17 6. 8/15/17 7. 8/31/17 8. 9/30/17	1. 02/30/17 2. 03/30/17 3. 04/30/17 4. 04/30/17 5. 8/30/17 6. 9/30/17 7. 9/30/17 8. 9/30/17	LARA
Update child care licensing TA manuals to include available training options	Not started	September 30, 2016	1. Identify training resources 2. Update manual 3. Post updated manual 4. Notify providers of updated manual	1. 1/30/16 2. 3/30/16 3. 9/15/16 4. 9/20/16	1. 3/30/16 2. 9/1/16 3. 9/20/16 4. 9/30/16	MDE/LARA LARA LARA LARA
Update child care licensing TA manuals to include updated training requirements	Not Started	September 30, 2017	1. Identify needed changes 2. Update manual 3. Post updated manual 4. Notify providers of updated manual	1. 1/30/17 2. 3/30/17 3. 9/15/17 4. 9/20/17	1. 3/30/17 2. 9/1/17 3. 9/20/17 4. 9/30/17	LARA
Update website to include resources for training options	Not started	September 30, 2016	1. Identify training resources 2. Update website 3. Notify providers of updated website	1. 1/30/16 2. 9/15/16 3. 9/20/16	1. 3/30/16 2. 9/20/16 3. 9/30/16	MDE/LARA LARA LARA
Communicate requirement changes to providers	Not started	September 30, 2016	1. Share via list serv 2. Share via partner messages	1. 9/20/17 2. 9/20/17	1. 9/30/17 2. 9/30/17	LARA LARA
Continue research and state discussions on the	In progress	September 30, 2016	1. Review materials provided by the OCC related to monitoring of unlicensed providers	1. 1/1/15 2. 3/1/16 3. 6/1/116	1. 6/1/16 2. 6/1/16 3. 7/1/16	MDE/LARA MDE Stakeholder Group

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categorization of licensed exempt providers.			2. Convene stakeholder group to review research, models, data and cost 3. Recommendation on which providers to include in license exempt category 4. Implementation of recommendation (includes policy development, administrative rule changes and systems changes)	4. 7/1/16	4. 9/30/16	MDE