



State of Utah

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April 29, 2020

Dear child care providers,

Although we are not yet away from the challenges the current pandemic represents for every individual, it is safe to say that adhering to the recommendations and extra precautions to properly deal with COVID-19 is helping us slow its spread. To continue operating in a safe, healthy fashion and to make sure we contribute and properly respond to the community health and economic reactivation, the Child Care Licensing program in the Department of Health announces the following **Phase 2, Temporary Emergency Conditions** for child care providers. These changes will apply until further notice from the Utah Department of Health.

Effective May 1, 2020, any child care provider must adhere to the following Phase 2, Temporary Emergency Conditions, in addition to the health and safety rules for each facility type, in order to stay open for business:

Changes to Licensing

1. The department will continue to temporarily stop issuing new licenses and certificates.
2. Emergency Child Care (ECC) locations can only operate as per One Utah Child Care guidelines. Instructions for this temporary facility type are found at <https://jobs.utah.gov/covid19/oneutahcc.pdf>
3. Providers who decide to close temporarily do not lose their license, unless they decide to close permanently.

Emergency Conditions of Operation

1. Providers must restrict groups of people to 20 or less. These groups include household members, children, and caregivers.
2. If their approved capacity is for more than 20 children, center providers can allow more than one group of people in the facility **only if** each group of 20 individuals or less is in a separate room with full, solid walls that are higher than 6 feet.
3. Providers must stay within their licensing approved capacity.
4. Providers must follow the current licensing single and mixed-age caregiver-to-child ratios and groups sizes for children younger than three years old.
5. For children three years old and older, center providers must ensure that each group of children has the appropriate caregiver-to-child ratio and that all group

sizes are restricted to less than 20 children to allow for the appropriate number of caregivers.

6. The provider must not allow groups of more than 20 individuals to gather together even for short times or special activities.
7. The provider must ensure that staff, children, household members, and visitors are screened for fever, cough, trouble breathing, sore throat, sudden change in taste or smell, and muscle aches and pains at the beginning of the day and upon arrival, and not allow any symptomatic individuals to enter the facility. Anyone with any of these symptoms should be sent home and tested for COVID-19.
8. The provider must ensure that anyone coming into the facility wash their hands with soap and running water or alcohol-based hand sanitizer before touching any facility surface.
9. The provider must restrict off-site activities to places or environments where social distance and proper cleaning practices can be controlled.
10. If there is a confirmed case of COVID-19 at the facility, the provider must close the facility and consult with their local health department on next steps and when to re-open.
11. The provider must ensure that enrolled children are met at the entrance and that individuals dropping off or picking up the children do not enter the facility, unless necessary.
12. The provider must ensure that surfaces, items, and areas that are used and touched often are cleaned and sanitized at least daily and before a new group uses the room.
13. In order to remain open, child care providers must acknowledge in writing that they have read and accept these conditions of operation by emailing their assigned licenser **no later than May 1, 2020**. The email must include the following language:

*On April 29, the Utah Department of Health, Child Care Licensing program established **Phase 2, Temporary Emergency Conditions for child care providers**. These conditions will be in place until further notice by the Utah Department of Health. As the individual with the proper authority for my child care program, I acknowledge that I have read and accept the new conditions of operation and I will immediately implement these practices in my child care program. I understand that by failing to do so, the Child Care Licensing program will terminate my license.*

14. Child care providers must close temporarily or permanently if they cannot comply with any of the above-listed, temporary emergency protocols.

Please stay calm, be flexible, and read any updates about the development of this temporary situation at jobs.utah.gov/covid19 and at coronavirus.utah.gov.

We are grateful for the responsible measures child care providers in Utah have voluntarily implemented up to this point. Thank you for helping us protect the health and safety of Utah children.


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