

A PUBLICATION OF
PFCCA FOR ALL STATE-
WIDE FAMILY HOME
CHILD CARE PROVIDERS.

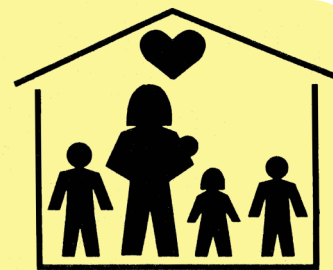
SPECIAL
POINTS OF IN-
TEREST:

- See inside for details about the upcoming NAFCC Conference in Las Vegas, NV this summer
- List of Immunizations and ages they are administered
- Holiday and Craft ideas especially for Family Child Care settings
- Provider Appreciation GALA
- Read about the advantages of joining PFCCA and networking with other providers.
- Learn about our "Partners in Child Care" where you can get discounts.
- Get to know the Board of Directors of PFCCA and learn how you can serve and contribute too!
- Business Tips
- Photo Gallery

PFCCA

Professional Family Child care association
Association of Utah

VOLUME 1, ISSUE 1



SPRING 2011

President's Message... by Tracy Halverson



Greetings to each of you! My name is Tracy Halverson and I feel honored to be part of this association again. Family Child Care is my passion. I have been in this field for over 30 years and am still loving it. I want to thank the past board for all their hard work and dedication to the association. I have seen great things happen with child care throughout the years.

There are many things going on in the field. I am hoping to meet each of you in person, through a phone conversation or email. One of the goals of the association is to empower providers to be active in their local chapters and form that networking with each other. PFCCA offers great trainings to you at a small charge. One goal is that we would like to have an annual state wide

conference again for family child care providers focusing on family child care issues. I encourage all of you to become active in your local chapters and encourage all to be members including parents and advocates.

PFCCA will be launching a new website soon as well as sending out the newsletters quarterly. If you would like to submit an article or something that you think would be of interest please submit that to us so that we can get that printed. If you know of discounts or sponsors who would like to support the family child care provider, make sure that you send it to the newsletter editor so that we can distribute the information. As a last message for this issue:

Lets all embrace the call to a higher level of service delivery to the families and children we work with and each other. I promise to respect each of you as members and family childcare providers. You all deserve a board that is responsive, and committed to high quality business practices and above, all professional. If you would like to become part of the board please contact us. Thank you for taking a stand for the children here in the state of Utah! Remember I am never too busy to speak with you. Thank you for this opportunity to meet and serve you.

Sincerely yours,

Tracy L. Halverson

Immunizations... by Karrie Phillips (Licensing)

In Utah, children enrolled in Early Childhood Programs (licensed day care center, nursery or preschool, child care facility, family home care, or Head Start Program) must be immunized appropriately for their age with the following immunizations:

- Diphtheria
- Tetanus
- Pertussis
- Measles
- Mumps

- Rubella
- Polio
- Haemophilus influenzae type b (Hib)
- Hepatitis A
- Hepatitis B
- Pneumococcal
- Varicella (chickenpox)

All regulated child care providers are required to have current immunization records for all children

in care, and their own children under four years of age. The record can be the pink cards from the Immunization Department (you can call them at 801-538-9450 and they will send them to you), a copy of the yellow card from the County Health Clinics, or any documentation from a doctor.

Continued on page 2



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Feeling
overwhelmed and
alone at times?

Family Child Care
does not have to
mean isolation
from the
outside world!

What is PFCCA?

The Professional Family Child Care Association of Utah (PFCCA) is a state-wide, non-profit professional organization that is actively working on behalf of all family child care providers. There are currently 14 local chapters throughout Utah. These chapters are full of opportunities to connect with other family child care providers in your area. The meetings

offer training, support, networking, and fun.

PFCCA is committed to increasing professionalism among members, awareness to the public, and is an advocate for family child care providers. PFCCA is building networks with many groups including the Bureau of Child Care Licensing (BCCL), the Federal Child & Adult Care Food Pro-

gram (CACFP), State Legislators, and Child Care Resource & Referral Agencies (CCR&R).

PFCCA distributes a quarterly newsletter with updates on licensing rules, professional training, creative ideas for curriculum, provider spotlights, chapter training ideas and many other resources especially for family child care providers.



Immunizations...by Karrie Phillips (Licensing) (continued)

An appropriate Utah Department of Health exemption form must be completed for children who claim an exemption for the following reasons: medical (obtain from your health care provider), religious (obtain from your local health department) or personal (obtain from your local health department). The local health department will let parents know the risks involved in not immunizing their children, and will inform them that if there is an outbreak of an immunizable

disease, their children will be excluded from care. As a business owner, your own policy can be to accept children with an exemption or not. Vaccine Trivia: The world's first vaccine, Dr. Edward Jenner's smallpox vaccine, was actually made from cowpox virus. Jenner called the process "vaccination" from vacca, a Latin word for cow. Smallpox is the first, and so far the only, disease completely eradicated from the planet, thanks to vaccination. The last

case of smallpox on Earth was in 1977. You can read about each of the diseases and their risks at the Center for Disease Control website: <http://www.cdc.gov/vaccines/pubs/parents-guide/default.htm>



How to get the most out of a parent interview



Conducting a parent interview is a vital part of the process of enrolling new families into your programs. The purpose of the interview is to find out if the family will be a good fit for your program. Here are some tips to help make the interview work for you.

No Rigid Rules

There is no absolute about how to conduct an interview in your home with a parent!

You may want to conduct the interview during child care hours or in the evening. Some providers prefer to talk with parents without the distraction of other children.

You may want to interview the parent alone or with their child. Some providers want to talk with the parent alone first and then have a chance to see how the parent interacts with the child at another meeting.

You may want to review your contract and policies in detail or pass out a copy for parents to take home. Some providers want to review the contracts in detail at the first meeting to make sure the parent is in agreement with the rules.

You may want the parent's child to spend at least a few hours in your program before making the decision to enroll. This enables you to see how the child will fit in with the other children in your program.

Mutual Decision

Make it clear at the beginning of the interview that enrolling the child in your program must be a mutual decision. Some

Business Tips by Tom Copeland

parents may assume the choice to participate in your program is up to them. To avoid this misunderstanding, tell the parent right away, "To enroll your child, we will both need to agree that this is the right decision".

Tour of Your Home

When showing your home to a parent, emphasize all precautions you have taken to keep children safe (outlet covers, gates, fences, locked storage of harmful liquids, etc). According to parent surveys, a safe environment is the most important factor in choosing a child care program. As you describe your program to parents, focus on how your program will help their child learn. Describe the curriculum you use to teach the children (it may be a formal curriculum or one you individually design for each child). Caption some of the photos in your photo album or scrapbook with a note describing a benefit of your program ("Children picking up after themselves; we teach children about responsibility").

Ask Questions

Use the interview as an opportunity to ask open-ended questions to help better understand whether the family is a good match. Sample questions may include: "What's the most important thing I can do to help your child grow?" "What are your child's special interest?" "What do you see your child doing in three months, one year, five years?" "What expectations do you have of me?" "Are there things you do or do not want me to do with your child?"

If the parent had used a previous caregiver, ask some question: "What did you like/dislike about the previous caregivers of your child?" "Describe a situation when you had a conflict with the caregiver and how did you both resolve it?" "What do you miss about the previous caregiver?"

Does the parent seem willing to be flexible and adapt to the rules?

Are there signs the child may be difficult to care for? Did the parent ask any questions

that concerned you?

Warning Signs

Be alert for the following warning signs that may indicate that there could be a problem with enrolling the child.

Was the parent unreasonably late for the interview? This may be a sign of future problems.

Did the parent show an interest in how you will care for their child? If not, you may later become frustrated trying to involve her in addressing the child's needs.

Does the parent share your values about raising children? If not, can you both be respectful of each other's views and be comfortable talking about them? A parent who has trouble handling conflict may later decide just to leave rather than work out a problem.

Do you agree with the parent on how to handle discipline issues? This can be a major source of conflict later.

Does the parent treat you with respect and have a positive attitude about your ability to care for children? It's best to avoid self-centered people who are inconsiderate of you and your profession.

Listen to Your Gut

As you listen and observe the parent during the interview, notice your gut feelings about the parent and child. If one or both of them seem difficult to handle during the interview, it may be a sign that things won't get easier later. If a parent doesn't seem to respect your policies and expectations, it's probably best not to enroll the child. If you have negative feeling toward the parent or child, but can't point to anything specific that they said or did, it may still be a good idea to trust your feelings and not enroll the family. You can decide not to enroll a family for any reason (except for illegal discrimination) or for no reason. You cannot discriminate based on race, sex, religion, national origin, disability, or color. You can decline to enroll a family because of any other reason.

2011 Ongoing Rule Training for Licensed Family and Residential Certificate Child Care Providers

Classes covering the Rule and Interpretation Manual changes are from 9:00 a.m. to noon.

All other classes are from 7:00 p.m. to 9:30 p.m.

Pre-registration is required. Call Karrie Phillips at (801) 584-8292.

March

Salt Lake

10th - Emergency Preparedness, Parent Notification, Child Security, and Records
288 N. 1460 W.

Provo

17th - Emergency Preparedness, Parent Notification, Child Security, and Records
150 E. Center Street, #3200
01/10/2010

St. George

21st - Supervision, Ratios, and Personnel
162 N. 400 E. Bldg. B

Clearfield

24th - Emergency Preparedness, Parent Notification, Child Security, and Records
189 S. State St. #200

Richfield

28th - Infant and Toddler Care, Child Nutrition and Animals
201 E. 500 N.

Logan

4th - Infection Control, Diapering, Child Health and Medications
115 W. Golf Course Rd. Ste. E

Salt Lake

7th - Supervision, Ratios, and Personnel
288 N. 1460 W.

Provo

14th - Supervision, Ratios, and Personnel
150 E. Center Street, #3200

Clearfield

21st - Supervision, Ratios, and Personnel
189 S. State St. #200

Blanding

25th - Infection Control, Diapering, Child Health, and Medications
544 N. 100 E.



April

May to August

Classes will be held from **7:00 p.m. to 9:30 p.m.**

Pre-registration is required. Call Karrie Phillips at (801) 584-8292.

May**Price**

2nd - Supervision, Ratios, and Personnel
475 W. Price River Drive.

Salt Lake

12th - Indoor and Outdoor Environment, and Injury
Prevention
3760 South Highland Drive, Auditorium

Provo

19th - Indoor and Outdoor Environment, and Injury
Prevention
150 E. Center Street, #3200

Cedar City

23rd - Indoor and Outdoor Environment, Injury
Prevention
176 E. 200 N.

Clearfield

26th - Indoor and Outdoor Environment, and Injury
Prevention
189 S. State St. #200

**June****Salt Lake**

2nd - Infection Control, Diapering, Child Health, and
Medications
3760 South Highland Drive, Auditorium

Brigham City

6th - Infant and Toddler Care, Child Nutrition, and
Animals
1050 Medical Drive

Provo

9th - Infection Control, Diapering, Child Health,
and Medications
150 E. Center Street, #3200

Vernal

20th - Infection Control, Diapering, Child Health,
and Medications
1050 W. Market Drive

Clearfield

23rd - Infection Control, Diapering, Child Health,
and Medications
189 S. State St. #200

2/1/2011

2/1/2011

July

Salt Lake

7th - Activities, Child Discipline, Transportation,
and Napping
3760 S. Highland Drive, Auditorium

Provo

14th - Activities, Child Discipline, Transportation,
and Napping
150 E. Center Street, #3200

St. George

18th - Activities, Child Discipline, Transportation,
and Napping
201 E. 500 N.

Clearfield

21st - Activities, Child Discipline, Transportation,
and Napping
189 S. State St. #200

August

Salt Lake

11th - Infant and Toddler Care, Child Nutrition, and
Animals
3760 S. Highland Drive, Auditorium

Richfield

15th - Infection Control, Diapering, Child Health,
and Medications
201 E. 500 N.

Provo

18th - Emergency Preparedness, Parent
Notification, Child Security and Records
150 E. Center Street, #3200

Moab

22nd - Indoor and Outdoor Environment, Injury
Prevention
457 W. Kane Creek Blvd.

Clearfield

25th - Emergency Preparedness, Parent
Notification, Child Security and Records
189 S. State St. #200

Logan

30th - Emergency Preparedness, Parent
Notification, Child Security, and Records
115 W. Golf Course Rd. Ste. E



Books of the Month



Children love listening to Mr. Richard read stories.



Scholastic Books sponsor the Book Fairs you are most likely familiar with, and are a great source for interesting, colorful, and economic books for children of all ages, grade levels, and interests, that cover a wide variety of topics to capture and keep a child's interest. They are fun, imaginative, and educational and deal with a broad range of emotions, weather, behaviors, childhood fears and concerns, relationships, etc. The books are nominally priced and average between \$1—\$10, the most common price being about \$3 per book. You can even earn bonus points for orders placed that accumulate toward free books for your child or daycare.

Most of the books are paper-back covers, and don't last indefinitely, but for the price, you can afford to replace or repair them every year or so and keep current with the trends and topics. Or, you can always cover them with clear contact paper while they are still new and in good condition, which helps them last longer and makes it easier to wipe them down to disinfect them.

Either way, it is a good, inexpensive way to bring the joy of books and the skill of reading alive in your family child care.

To learn more, go to:

www.scholastic.com/bookclubs



**How can
we
promote
high-
quality
family
child care
here in
Utah?**

Facts about FCC Associations... by NAFCC

Facts about Family Child Care Associations

How Do Family Child Care Associations Promote High Quality Child Care?

As the family child care field continues to grow, it becomes apparent that strong, dynamic and effective local and state associations are necessary to promote high quality family child care. The importance of associations was highlighted in the Families and Work Institute's *Study of Children in Family Child Care and Relative Care* (Galinsky, Howes, Kontos, and Shinn, 1994).

Associations promote the following **key elements** of high quality family child care identified by the Families and Work Institute Study.

- **Provider-to-child relationships:** Family child care associations encourage providers to offer care that is warm, caring, sensitive, attentive and responsive to children.
- **Intentionality:** Family child care associations attract committed providers—those who have chosen to care for young children and see themselves as more than babysitters.
- **Peer support:** Family child care associations provide opportunities for providers to work with and learn from their colleagues.
- **Training:** Family child care associations offer a variety of “provider-friendly” training programs geared to the provider’s level of experience and educational background. Examples include: enhanced child care training to further care giving skills; mentoring programs, accreditation preparation, and leadership development opportunities.
- **Regulations:** Family child care associations encourage and/or require provider members to be state-regulated.

How Can Community Partners Support Associations?

The potential for family child care associations is to promote high quality child care directly linked to the resources available to them. The National Association for Family Child Care works collaboratively with other national, state, and local organizations assisting these associations to gather and retain the resources they need to promote high quality family child care. The following are examples of how community partners can support associations.

- Regulatory, resource and referral agencies, and child and adult care food programs can inform providers about family child care associations and encourage provider participation.
- States can use money from the Child Care and Development Block Grants and other funding streams to support programs offered by family child care associations.
- The private sector can fund family child care associations and provider technical assistance as needed.
- Training initiatives can be linked with accreditation or institutional credit and administered through family child care associations



2 0 1 1 N A F C C C O N F E R E N C E

Quest for Quality

Supporting Happy, Healthy Children



July 21-23, 2011

Green Valley Ranch Resort Las Vegas | Henderson, Nevada

www.nafcc.org (801) 886-2322

Take advantage of the layaway plan!

For more information about the conference visit the website www.nafcc.net or call Tracy Halverson at 801-886-2322 x 226

Registration Form: 2011 NAFCC Annual Conference

First Middle

Last

Name of Business, Agency or Child Care Association

Mailing Address

City State Zip

Country

* _____
Participant Email

() _____ () _____
Phone Fax

Participant Profile Provider Agency Member
 Military Advocate Association
 Mentor National Organization Union
 New FCC Experienced FCC
 Other _____

If Military, mark branch:

Army Air Force Coast Guard
 Navy Marines

Base / Installation _____

Country _____

Will you attend any session presented in Spanish?

Yes No

Please list any special needs, including dietary:

Are you a member of NAFCC? Yes No
 If yes, what is your member number # _____

Is this your first time attending a NAFCC Conference? Yes No

Are you an NAFCC accredited provider? Yes No
 If yes, how many times have you been accredited ? _____

Date of original accreditation (if known) _____

Method of Payment

Visa Mastercard Check Money Order

Name on Card _____

Credit Card # _____ Exp. _____

Signature _____

Address Where Statement is Mailed Same as above

NAFCC ■ PHONE (801) 886-2322 ■ FAX (801) 886-2325 ■ EMAIL conference@nafcc.org ■ www.nafcc.org					
	Early Bird Register PRIOR to June 3rd		On-Site Registration June 4th through Conference		SUBTOTAL
	NAFCC Members	Non- Members	NAFCC Members	Non- Members	
FULL CONFERENCE Registration - July 21st - 23rd <small>Friday and Saturday. Includes Saturday Luncheon if registered by July 1st</small>	\$169	\$245	\$279	\$359	
SATURDAY ONLY Registration - July 23rd <small>Includes Saturday Luncheon if registered by July 1st</small>	\$112	\$190	\$176	\$246	
NAFCC Membership Fee <small>Add this amount to your fees to purchase an NAFCC membership and be able to take immediate advantage of member pricing for this conference</small>	\$35	\$35	\$35	\$35	
Pre- Conference Sessions Take the session fees total from the previous page and insert here ►					
Refunds: Cancellations made prior to Friday, June 3, 2011 will be refunded minus a \$45.00 administration fee. Cancellations after this time, or no-shows will NOT be eligible for a refund. * Confirmation receipt will be emailed.					TOTAL DUE





The children all helped Elvin learn to speak English in addition to his native Chinese.

Community
Partners help
support Family
Child Care
Associations

NEWS FROM RESOURCE AND REFERRALS

A note from CCR&R!

Your CCR&R is designed to help you be the best provider you can be! Please don't hesitate to give us a call for any reason. If we can't help you we will find out who can! Training classes can be found in our quarterly newsletters. Make sure to register for your classes. Some classes can fill up quickly!

Bridgerland CCRR

435-797-1552

www.usuchild.usu.edu

www.programs.weber.edu/ccrr/

Northern CCRR

801-626-7837

Metro CCRR

801-355-4847

www.cssutah.org

Mountainland CCRR

801-863-8631

www.uvu.edu/ccrr

Western CCRR

435-586-8722

www.childcarehelp.org/childcare/

Eastern CCRR

435-613-5619

www.ceu.edu/

Be watching for more information about the
*** * PROVIDER APPRECIATION GALA * ***
Friday, May 6, 7:00—9:00 p.m.
Dinner & Award Presentation



The Professional Family Child Care Association of Utah

Membership Application

Check all that apply:

- Individual Membership: \$10.00 Renewal: \$10.00 PFCCA & NAFCC: \$40.00
- Provider Advocate Parent Chapter Director Board Member Agency

PLEASE PRINT

First Name _____ Last Name _____

Street Address _____

City _____ State _____ Zip _____

E-mail* _____

Home Phone Number _____

Cell Phone Number _____

Preferred Language _____

Birthday (Month/Day) _____

**emails are for the use of the association delivering information. Emails will not be sold, rented, or given out without the Permission of the member.*

MAKE CHECKS PAYABLE TO: PFCCA

Total Amount Enclosed _____

Check or Money Order # _____

Mail Payment and Application To:

**Tracy Halverson
C/O PFCCA of Utah
747 W. Twin River RD # 2013
Taylorsville, Utah 84123**

How to get the most out of a parent interview

Continued from page 3 by Tom Copeland

Ask for References

Ask the parent for the name of their previous caregiver. This person may be a relative. If the parent asks why you want this, tell her that talking to the previous caregiver can give you a lot of valuable information about the child that can help you more quickly meet the child's needs. The key questions to ask the previous caregiver are: "How long did you provide care?" "Would you do it again?" "What can you tell me about the child that can help me do a better job to meet the needs of the child?" If the parent refuses to give you the name of the previous caregiver you should probably refuse to provide care. This reluctance may be an effort to cover up major problems (parent paying late, parent difficult to work with, parent left owing money, etc.). The only reasonable excuse for not sharing this name is if the parent hasn't told her current caregiver that she is leaving.

How to Say No

The best way to tell a parent that you will not be able to enroll their child is to say "I don't think this is the best place for your child at this time." Repeat this if necessary, but don't give any specific reasons for your decision. You don't want to blame the parent or the child. Any specific reason you do give is likely to insult the parent and they may make a complaint about you later or tell other families that you insulted them. You also don't want to give reasons because you may say something that will cause the parent to think that you were illegally discriminating against them. Say that you have another parent who has previously interviewed for the space and

you are waiting to hear back from them (even though this is not true). I don't like giving this false reason for refusing care because it can create problems later if the parent sees that you are continuing to advertise for your program. Parents who believe that you lied to them are more likely to make a complaint to your licenser.

Close the Deal

If your interview with a parent has gone well and you believe it will be a good match for your program, ask the parent to enroll their child on the spot. "I would be happy to enroll your child in my program and it seems that you are, too. Let's both sign my contract now. What day would you like your child to begin care with me?" Congratulations! It's time to start experiencing the joy of a new child in your program.

Tom Copeland is an independent consultant, writer and advocate for family child care.

tomcopeland@nafcc.org;
www.tomcopeland.net.

For more information about parent interviews see Family Child Care Contracts and Policies (www.nafcc.org). NAFCC members get a discount.

"Reprinted with permission of The National Association for Family Child Care and Tom Copeland. 1743 Alexander Street, Salt Lake City, Utah 84119."

PHOTO GALLERY



We'd love to feature some of YOUR photos of how you spend your time with the little ones you care for. Please send your digital photos along with captions, names, dates, and daycare provider name to Terri Brinkerhoff, Newsletter Editor. We all look forward to seeing them!

E-mail: Beehivepreschool@msn.com

*Get Involved
in your Child
Care
Community*

**CALL FOR THE
NEAREST
SUPPORT GROUP
NEAR YOU!**

801-824-0098

Volunteer for a Board Position



PFCCA ELECTIONS

Are you highly committed to the professional development of Family Child Care?
Are you interested in being a member of a team who can make positive change happen?
We invite you to volunteer for a position on the PFCCA board!

BRIEF DESCRIPTION OF OPEN BOARD POSITIONS

President Elect

The president and president-elect are the spokespersons for the association. Together, you share the responsibility of presiding at board meetings, following up with leadership and assuming a facilitator role. It will be your responsibility to work with the president to assist the organization in meeting its mission and goals. Your second year on the board will be as president, where you will work with that year's president elect.

Newspaper Editor

The Newspaper Editor oversees the newsletter. You will gather and review all articles for publication, edit articles and return them to their authors for final approval, write fill in articles as needed, report all activities to the secretary ten (10) days prior to board meetings, and submit budget to the treasurer by March 1st annually.

Treasurer

The treasurer maintains accurate financial records and handles all financial matters. Your job is to bring fundraisers and grants to the association. You will keep the president informed on financial matters and set the budget.

Publicist

The publicist makes use of news releases and other forms of media to publicize association updates to the community. You will maintain the association's website and keep the board informed of government and legislative issues.

Chapter Liaison

The chapter Liaison works directly with the chapter directors. You will coordinate and report chapter meeting schedules and chapter reports to the board. With the vice president, you will actively promote CDA and NAFCC accreditation and organize new chapter groups throughout the state.

Secretary

The secretary maintains a file of all Executive Board and chapter minutes, compiles and delivers an agenda for all Executive Board meetings seven (7) days prior to the board meetings, and attends all board meetings, including annual retreat and training.





PFCCA Mission Statement

“The Professional Family Child Care Association of Utah is dedicated to supporting the family child care community by raising awareness, encouraging professionalism, and strengthening families one provider at a time.”

The PFCCA of Utah is a non-profit association. Each Board and Committee member gives of their time freely. If you know of any one in the community who would like to make a monetary or product donation, please contact us at 801-824-0098 or email spacyh@msn.com. All donations are tax deductible and will directly benefit Family Child Care Providers.

**801-824-0098
spacyh@msn.com
PFCCA
747 Twin River Rd #2013
Taylorsville, UT 84123**

Funding is provided by the Utah Department of Workforce Services Office of Work and Family Life/Office of Child Care

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