

# SUMMER YOUTH CAMPS

## NJ Child Care Subsidy Program - Requirements

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### INTRODUCTION

The federal Child Care Development Block Grant (CCDBG) Reauthorization Act of 2014 increases the health and safety requirements for all child care and early learning settings that accept child care subsidies, including youth camps. These changes include such provisions as ensuring that all providers are meeting the updated requirements of who must get a comprehensive criminal background check and requiring staff to complete numerous trainings.

All youth camp staff members are subject to health and safety pre-service trainings as well as the comprehensive criminal background check. Staff members include:

- Any individual employed by a child care provider for compensation;
- Any individual whose activities involve the care or supervision of children for a child care provider; and
- Any individual who has unsupervised access to children who are cared for or supervised by a child care provider.

To receive child care subsidy payments from the Division of Family Development for the 2019 summer season, you must comply with the requirements below.

### DOCUMENTATION

The following documents must be submitted to your Child Care Resource & Referral (CCR&R) Agency:

- Final DOH Certificate of Approval to Operate a Youth Camp (N.J.S.A. 26: 12-6)
- Letter of Approval or Certificate of Occupancy
- Current Fire Certificate
- Self-Inspection Checklist (Completed by Camp Director)
- Proof of Liability Insurance
- A record of all death/serious injuries from previous year
- Written Emergency/Disaster Policy and Procedures
- Transportation Policies
- Immunization Policies

### TRAINING

All staff must complete the following health and safety pre-service trainings. Trainings are offered in person at your local CCR&R or online through links at [ChildCareNJ.com](http://ChildCareNJ.com). Required trainings may include:

- Subsidy Health and Safety Training (six hour module - overview of the required health and safety topics)
- Identifying Child Abuse and Neglect - Mandated Reporting
- Foundations of Child Development
- First Aid and CPR Training (not offered online, only available instructor led)

### BACKGROUND CHECKS

Federal law requires Comprehensive Criminal Background Checks on all child care providers and staff age 18 and older. Certain disqualifying crimes will make a provider ineligible to receive payments through the Child Care Subsidy Program.

A Comprehensive Criminal Background Check may include:

- Criminal History Record Information (CHRI) Fingerprint check;
- State and National Sex Offender Register Check; and
- Child Abuse Record Information (CARI) Check (staff ages 14 and older will be required to undergo the CARI check).

You will receive more information on how to complete the Comprehensive Criminal Background Check at a later date.

**For more information on these requirements visit [www.ChildCareNJ.gov](http://www.ChildCareNJ.gov)**