



Health & Safety Authorization Regulations

Dear Parents,

Thank you for entrusting your little one to us and welcome to Orchard Valley's BEE program! There are many strict regulations by the state, our contracted nurse, and our company mandating the care of young children for their protection. Sometimes when a parent asks us to alter a policy a specific written directive is required, other times it isn't permitted.

Many of these apply directly to the infant program however, some apply to all ages. Attached is a guided list including items most often requested and what is required to comply with your requests, though there may be requests not included on the attached list.

Please refer to the *Medication Policies* handout and your Welcome Packet for detailed information on medication policies and policies & procedures specific to your child's care.

Please see an administrator should you have any further questions about these policies.

Thank You,

Jamie Kimbrough
Center Director

Item	Not Permitted	Parent Note (see office for form)	Health Care Plan (attached)	Medication Authorization (attached)
Feeding or Sleeping on Schedule (before 6 mos.)	✓			
Swaddling ¹			✓	
Elevated Crib Position			✓	
Alternate Sleep Position to Back			✓	
Pacifier Waiver		✓		
Amber Teething Necklace (or any other jewelry)	✓			
Diaper Cream (preventative)		✓		
Diaper Cream (treatment) ²				✓
Swing/Bouncer/Car Seat Sleep			✓	
Electrolyte Replacement Fluids ³				✓
Food Thickener			✓	
Prescription Medication ⁴				✓
Over the Counter Medication ⁵				✓
Homeopathic or Homemade Meds	✓			
Probiotics & Vitamins ⁶ (mixed in bottles or food)	✓			
Numbing Agents ⁵	✓			
Lotions for Dry Skin/Eczema (preventative)		✓		
Lotions for Dry Skin/Eczema (treatment) ⁷				✓
Inhaler/Nebulizer ⁸			✓	
Epi Pen ⁸			✓	
Seizure Medications ⁸			✓	
Food brought into center ⁹	<i>See information below</i>			

- 1) Sleep sacks are permitted providing they fit snugly and do not confine arms.
- 2) Medication Authorization to apply cream for diaper rash must be renewed every 3 months.
- 3) Medication Authorization to administer electrolyte replacement fluids must be renewed every 3 days.
- 4) Medication Authorization to administer prescription medication must be renewed every 10 days. Medications are administered at noon only.
- 5) Medication Authorization form for over the counter medication will only be administered for pain, gas relief and acid reflux only and cannot be administered to manage fever, cough, or other symptoms of illness.*
- 6) Nothing can be added to bottles. If a caregiver is informed something has been added to a bottle it cannot be used.
- 7) Medication Authorization to apply lotions for dry skin/eczema must be renewed every year.
- 8) A separate, specific HCP for inhalers, nebulizers, epi-pens and seizure medications is required – please see an administrator for this form.
- 9) Food brought into the center must be brought to the front office and signed by an administrator on the nutrition label. No products that have any kind of nut products, is processed in a facility that uses nuts of any kind are permitted in the building. Please see *Food Brought into Center Policy* for more information.

*Medication Authorization for gas relief, acid reflux, and pain relievers must be renewed every 3 months.

Please note: Medication for pain relievers can only be administered for 3 days in a row after which point your child will need to see a doctor to be sure their pain is not being caused by something else. **We CANNOT administer pain relievers for fever reducing purposes.**