

# Nurse Concepts Inc.



## Inclusion/Exclusion Guidelines

February 2017

1 contact hour\*

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As a child care provider, you will have a clearly written policy for excluding sick children from your child care facility. Give each parent or guardian a copy of your Exclusion for illness policy when each child is enrolled. Explain the policy and answer any questions that the parent or guardian may have. This will prevent misunderstandings when the child is ill later.

Children can become sick quickly. You should be aware of signs and symptoms of illness and know what to do if a child becomes ill. You should have a procedure for recording in writing and report any unusual illness or injury.

Conditions/symptoms that do not require exclusion:

Common colds, runny noses without fever (regardless of color or consistency of nasal discharge);

A cough not associated with an infectious disease (such as pertussis) or a fever.

Each day when a child arrives at your facility someone should be assigned to;

Check the overall health of each child. Note any unusual symptoms and ask parents or guardians about any unusual health or behavior while the child was not in your care.

If a child does not appear well enough to participate in activities as usual and/or has any symptoms requiring removal from child care setting the child should not be allowed to attend. For example; the child is irritable, continuously crying, and requiring more attention than you can provide without interfering with the health and safety of other children in your care. (State licensing 407's defines the conditions or symptoms for which exclusion is necessary. Read IDCFS Section 407.260 Daily Arrival and Departure of Children. Read Nurse Concepts Inc. July 2016 Newsletter, the Daily Morning Health Check and Section 407.310 Health Requirements for Children C) to R)

If the child stays all day, make sure you document and inform the parent about changes in the child's health status. Simple information about activity level, appetite, food intake, bowel movements and nap-time can be invaluable to the family, especially if a visit to the pediatrician becomes necessary.

The reason that you should continue to watch each child's health throughout the day, while in your care is because illnesses can spread easily among children, you should look for the symptoms requiring removal of a child from the child care setting.

If you see any of the symptoms of illness described in IDCFS Health Requirements for Children, you should Immediately speak to your director about separating the child from the other children, and continue to observe the child for other symptoms and record time and symptoms.

If a child is not responding to you, is having trouble breathing or is having a seizure, call 911.

Most conditions that require exclusion do not require a primary care provider visit before reentering care, but there are certain symptoms that must be resolved for 24 hours or more as listed in the Illinois 407's

If a health care provider's assessment is required, the parent should be asked to provide a note from the provider stating that the child is not infectious and to list any special care that is required for this child. Tonya Burgs.

Caregivers/teachers should:

- a. Encourage all families to have a backup plan for child care in the event of short or long term exclusion;
- b. Be sure to have an up to date back up person who can pick the child up if necessary.
- c. Review with families the inclusion/exclusion criteria and clarify that the program staff (not the families) will make the final decision about whether children who are ill may stay based on the program's inclusion/exclusion criteria and their ability to care for the child who is ill without compromising the care of other children in the program;
- d. Review your Center's protocols and procedures for handling children's illnesses, including care plans and an inclusion/exclusion policy;
- e. Request the primary care provider's note to readmit a child if the primary care provider's advice is needed to determine whether the child is a health risk to others, or if the primary care provider's guidance is needed about any special care the child requires.
- f. Rely on the family's description of the child's behavior to determine whether the child is well enough to return, unless the child's status is unclear from the family's report.
- g. Make sure all phone numbers are current.

Reminder; Infants 4 months old and younger with an auxiliary (armpit) temperature greater than 100° F, even if there is no change in their behavior, should be assessed by a physician.

Many illnesses can be stopped before they spread by reminding everyone to practice frequent handwashing, blowing noses into tissues, covering mouths when coughing or sneezing, and asking parents about symptoms of illness during the daily morning health check.

**If you get contact hours through NCI, look for your name in this newsletter. If you find it call us before the end of this month. A check for \$25.00 is waiting for you.**

This information is produced for the guidance of child care staff and parents only. The contents should not be regarded as a statement of NCI policy, nor relied upon as a comprehensive statement of best practice, but as common sense guidance on issues of topical interest based upon authoritative statements of best practice in the relevant field, at the time of preparation; and which may be of assistance to child care staff and parents when reviewing their practices and policies. The information presented here is in no way intended to treat, cure or prevent any disease, illness, or accident/incident from occurring or is it is not certification of competency. Specific medical advice should come from a licensed health care provider.

\* You can receive 1 contact hour for this information, but only a completed quiz can be accepted for CEU's, along with a \$3.00 processing fee for each certificate. **No personal checks**, unless the check is made out by the Center owner. Certificates of completion for this module will be mailed to the Center of employment only. **NCI** will verify that one unit of training has been completed. **Only**

certificates prepared by NCI and displaying the NCI gold and stamped seal and signed by NCI administration are valid. You are responsible for reporting to Gateway. NCI always encourages you to check with your licensing body to assure approval of this and all trainings. This training is valid until 02/28/2018.

## *A Note to Parents*

### *About Inclusion/Exclusion*



Sickness is a part of childhood, whether it's a fever, sore throat, cough or just not feeling well. According to the Centers for Disease Control and Prevention, the typical child has 6 to 12 illnesses a year ranging from mild to severe. Illness can occur throughout the year, but tends to cluster in the winter. These illnesses can seem to spread like wild fire affecting other students, teachers, and family members. Families and schools must balance the child's school attendance with the risk of spreading the illness to others in the school. Sometimes even minor illnesses require the child to stay home just to prevent the further spread of a contagious disease.

When deciding whether to keep your sick child out of child care, the two most important things to think about are:

1. Does the child's illness keep him/her from comfortably taking part in activities?
2. Does the sick child need more care than the staff can give without affecting the health and safety of other children?

If the answer to either of these questions is yes, then the child should not go to child care or school. If he/she is sent to child care or school, then the caregiver or teacher may not let the child stay.

A third question to ask is:

1. Could other children get sick from being near your child?

Most common illnesses, like a cold, are not really harmful. Other children can catch illnesses before, during, or after a child is sick. Making a child with cold symptoms stay home may not really prevent other children from getting sick.

#### **Keep in Mind**

Parents should ask questions 1 and 2 above and make a decision based on what they see at the time. Keep in mind that uncertain tummy aches could be the beginning of vomiting and diarrhea (for which a child should not attend day care). Tummy aches can also mean that a child is nervous about school. If a child is nervous about school, experts suggest that the family talk to a doctor and teacher about what is making the child nervous.)

Deciding if a child who is only mildly sick should go to child care or school can be hard. In some cases the parent may have very little time to watch the child before he or she has to arrive at school or child care. Parents usually make good decisions but it can be complicated. For example, parents may lose pay from their jobs if they have to stay home for a sick child. Other parents may have a hard time getting a promotion if they have a child who is sick a lot. In addition, the child's illness can change during the day. Parents make decisions, but the child care and school personnel also have a say in the matter about whether a child sent to child care or school is allowed to stay there through the day. Make sure all phone contact numbers are current.

All parents must be sure to have a backup for child care and someone who is able to pick the sick child up from childcare in case the child becomes ill during the day.

Reminder; Never give Aspirin or Aspirin products to children.

Inclusion/Exclusion Guideline 2/17

### QUIZ

Name \_\_\_\_\_ Date. \_\_\_\_\_  
Please print clearly

Center of Employment \_\_\_\_\_

In order to complete this quiz read IDCFS regulations Section 407.310 Health Requirements for Children C) to R) and Nurse Concepts Inc. July 2016 Newsletter, the Daily Morning Health Check.

1. What is the reason for the "Daily Morning Health Check?"

\_\_\_\_\_  
\_\_\_\_\_

2. Do you recommend sending a child home if he/she has obvious cold symptoms, but is active and alert without fever?

YES or No      Circle one

3. List 3 symptoms that you would concern you enough to speak to your director about excluding a child. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

4. Should you document your concerns about the symptoms that you identified in #3?

YES or No      Circle one

5. Reason for your answer to question #4.

\_\_\_\_\_

6. Why should you be aware of each child's status throughout the day?

\_\_\_\_\_

7. A 2 year old in your care suddenly develops an increased number of stools compared with the child's normal pattern, with increased stool water and decreased form that is not contained by the diaper/or pull ups. He is otherwise active and alert with no complaints. What should you do?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Where can you find the state of Illinois rules about Inclusion/Exclusion.

\_\_\_\_\_

