

Division of Public Health  
Curtis State Office Building  
1000 SW Jackson St., Suite 200  
Topeka, KS 66612-1365



Phone: 785-296-1270  
Fax: 785-559-4244  
[www.kdheks.gov/kidsnet](http://www.kdheks.gov/kidsnet)

Lee A. Norman, M.D., Secretary

Laura Kelly, Governor

July 19, 2019

Dear Licensee,

Per the Federal Reauthorization Bill 2014, annual professional training hours must include subject matter related to the 10 health and safety topics identified below. KDHE has defined this as a minimum of 4 hours of the total annual professional requirement per licensure year. Please review K.A.R. 28-4-114a(e), annual professional development training requirements.

It is important to note that you are not being required to retake the initial health and safety training, but rather we are encouraging you to take training that offers a more in-depth look at the topic. The training also does not need to be titled as below, but your documentation of the training must indicate the inclusion of any of the following topics.

Topic areas include:

- Prevention and control of infectious diseases (including immunization)
- Prevention of sudden infant death syndrome and use of safe sleep practices
- Administration of medication, consistent with standards for parental consent
- Prevention/response to emergencies due to food and allergic reactions
- Building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic
- Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment
- Emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence to a child care facility)
- Handling of storage of hazardous materials and the appropriate disposal of bio-contaminants
- Appropriate precautions in transporting children (if you transport)
- Pediatric first-aid and CPR

Licensing surveyors started providing a consultation in May 2019, during the annual inspection, if the provider(s) does not have a minimum of 4 annual hours specific to the health and safety topic areas during the licensure year.

KDHE Child Care Licensing will provide the Department for Children and Families a monthly report that will identify all individuals who have not completed the minimum reauthorization requirement during the licensure year beginning with the month of June 2019. Compliance with the 4-hour health and safety training topic requirement may impact those with DCF Provider contracts.

Please contact your licensing surveyor with any questions you may have related to annual health and safety requirements.

Regards,

*Lorrena (Lori) Steelman*

Program Director, Child Care Licensing

[lorrena.steelman@ks.gov](mailto:lorrena.steelman@ks.gov)