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Governor Scott Walker
Secretary Eloise Anderson

Division of Early Care and Education
Bureau of Early Care Regulation

August 31, 2016

BECR Memo 2016-01

To: Day Camp Licensees
From: Mark Andrews, Director
Bureau of Early Care Regulation
RE: Day Camp Rule Revisions

A handwritten signature in blue ink that reads "Mark Andrews". The signature is written in a cursive style with a long horizontal flourish at the end.

This memo is to alert you to some minor revisions to DCF 252 Licensing Rules for Day Camps that took effect earlier in 2016.

VEHICLE SAFETY ALARM RULES

The Department has added rules that relate to vehicle safety alarms. Vehicle safety alarms have been required to be in vehicles used to transport children in care since 2009 Wisconsin Act 19 was implemented on August 1, 2009. Previous to the promulgation of this rule, violations were cited under the rule that requires centers to be in compliance with all laws. Beginning September 1, 2016, any violations will be cited under DCF 251.08 (8) as follows:

DCF 252.09 (5) CHILD CARE VEHICLE SAFETY ALARM. (a) A vehicle shall be equipped with a child safety alarm that prompts the driver to inspect the vehicle for children before exiting if all of the following conditions apply:

1. The vehicle is owned or leased by a licensee or a contractor of a licensee.
2. The vehicle has a seating capacity of 6 or more passengers plus the driver. The seating capacity of the vehicle shall be determined by the manufacturer.
3. The vehicle is used to transport children in care.

(b) No person may shut off a child safety alarm unless the driver first inspects the vehicle to ensure that no child is left unattended in the vehicle.

(c) The child safety alarm shall be in good working order each time the vehicle is used for transporting children to or from a center.

Note: Information on the required vehicle safety alarm is available in the “child care licensing/information for providers” section of the department website at <https://dcf.wisconsin.gov>.

NEW BACKGROUND INFORMATION DISCLOSURE FORM AND ADMINISTRATIVE CODE DCF 12

The Background Information Disclosure form has been revised. The new form can be found at this link: <https://dcf.wisconsin.gov/cclicensing/cbc-forms-pubs>. Prior to the promulgation of DCF 12, the Department used DHS 12 to implement some provisions of the Caregiver Background Check law. The rule references to DHS 12 in the licensing rules will be updated to reflect the change to DCF 12. DHS 12 is located in Appendix D beginning on page 42 of the licensing rule book. In the future, please refer to DCF 12 at this link: http://docs.legis.wisconsin.gov/code/admin_code/DCF/001_020/12

At this time, we do not intend to reprint the rule books with the changes. However, the rule books and commentary manuals on-line will be updated soon. If you want an updated copy of either the rule book or the commentary manual, you will find them at this link: <https://dcf.wisconsin.gov/cclicensing/rules>. Please place a copy of this memo in your rule book DCF 252 Licensing Rules for Day Camps for future reference.

Please contact your licensing specialist if you have questions regarding these changes.