

Washoe County Human Services Agency

Regulations for Child Care Facilities

Requirements for Administration of a Facility

- 17.12 Responsibility for children. The facility shall assume responsibility for a child between the place where he is called for and the facility and from the time he leaves the facility until he is delivered to his parents, legal guardian, or other person designated by his parents or legal guardian.
- 17.13 Arrangements for transportation of school-age children shall be by agreement between the facility and the child's parents, i.e., whether the child is to walk, ride his bicycle, or travel in a car. The facility shall exercise reasonable caution to see the child arrives at the facility from school when expected and to follow-up on his whereabouts if he should be late.
- 17.14 Procedures for overtime/abandoned children except in child care institutions.
- A. If the parents do not pick up the child at the expiration of the 14-hour period, the facility shall take immediate steps to locate the parents.
- B. The following procedures shall be followed by the facility when a child has been left at the facility in excess of 14 hours within any 24-hour period or appears to be abandoned:
1. If the facility is unable to contact the parents or other person designated by the parents, the facility shall notify the Agency's Child Protective Services Division. The Child Protective Services Supervisor shall consult with the facility Director to determine appropriate action on an individual case basis. After regular business hours, the facility Director shall notify law enforcement authorities who in turn will contact Agency staff.
 2. On the first day of each month the facility Director shall report to the Agency all incidents of children who have been left at the facility in excess of the 14 hour maximum allowable time.
- *17.15 Lack of valid work permit. A licensee of a child care facility shall ensure that an employee of the child care facility is in the presence of an independent contractor retained by the child care facility during any period in which the independent contractor is performing any services at the child care facility when a child is present.
- A. The employee of the child care facility who is required to be in the presence of the independent contractor pursuant to Subsection 1:
1. Must be qualified to supervise the children at the child care facility; and
 2. Shall, during the period for which the independent contractor is performing the services at the child care facility, supervise and ensure the safety of each child at the child care facility.