

**DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

**ACTION TRANSMITTAL 2020.01**

**COVID-19 Response in Child Day Care**

**DATE:** March 19, 2020  
**TO:** All DCFS Day Care Licensing Staff, Supervisors  
**FROM:** Marc D. Smith, Acting Director  
**EFFECTIVE:** Immediately

**I. PURPOSE**

This Action Transmittal is being issued to implement temporary changes in protocol to the licensing standards listed below. These changes are in response to the current COVID-19 pandemic and its impact on day care services across the state.

**II. PRIMARY USERS**

All DCFS Day Care Licensing Staff, Supervisors and Managers

**II. INSTRUCTIONS**

**All Day Care Licensing staff are to familiarize themselves and follow the guidelines of this Action Transmittal immediately.**

- 1) The changes below serve to address the need to quickly accommodate the increase in child care as a result of the COVID-19 social distancing mandated in the State of Illinois. The protocols listed below will remain in effect for 90 days.
- 2) Day care facilities are strongly urged to follow the [guidance for child care centers](#) provided by the Centers for Disease Control (CDC). Resources are available on the Governor's Office of Early Childhood Development [web site](#).
- 3) The Department is taking the following action:
  - a) Temporary waiver of requirement for licensed child care center or home to have a physical form (immunizations, etc.) for a child prior to enrollment/attendance pursuant to **Ill. Admin Code tit. 89, § 406.14(c), 407.31, 408.7(a), 406. (c)(4), 407.310(a)(4), 408.7(a)(4) (2004)**.



- b) 90-day extension on all requirements for training (e.g., first aid, CPR, annual professional development hours) for workers in licensed and license-exempt child care programs pursuant to **Ill. Admin Code tit. 89, § 406.5(e) (1-2), 406.9(t), 406.9(n), 406.9, 407.100(h), 407.100(c) (1), 407.100(I), 408.15(e) (1-2), 408.35(i), 408.45(f), 408.45(j) (2004).**
- c) 90-day extension of all licenses set to expire before June 30, 2020, **Ill. Admin Code tit. 89, § 406.5(d), 407.55(d), 408.15(d), 377.3(d) (2004).**

### **III. QUESTIONS**

Questions regarding this Action Transmittals should be directed to the LaTonya Thomas at (312) 328-2464. Question may also be emailed to the Office of Child and Family Policy via Outlook at DCFS.Policy and non-Outlook users may send questions to [DCFS.Policy@Illinois.gov](mailto:DCFS.Policy@Illinois.gov).

### **IV. FILING INSTRUCTIONS**

Please file this Action Transmittal immediately behind:

- Rules 377, Facilities and Programs Exempt from Licensure;
- Rules 406, Licensing Standards for Day Care Homes;
- Rules 407, Licensing Standards for Day Care Centers; and
- Rules 408, Licensing Standards for Group Day Care Homes.