

Frequently Asked Questions Regarding Guidance for Open Day Care Operations

Please find answers to frequently asked questions regarding the [Child Care Regulation Guidance for Open Day Care Operations](#) and [Emergency Rule Certain Day Care Operations in Response to COVID-19](#) emailed to child day care providers on April 10, 2020.

Child Care Guidance for Open Day Care Operations:

Is this guidance for all child day care operation types?

Yes, this guidance is intended for all child day care operations including:

- Temporary Emergency Child Care Operations
- Licensed Centers
- School Age Programs
- Before and After School Programs
- Licensed Homes
- Registered Homes
- Listed Family Homes

Can I continue to serve families of non-essential service employees?

No, to be in compliance with the [Executive Order GA 14](#) issued by Governor Abbott, you can only provide child day care services for children of essential service employees. The one exception is that you may provide child day care services for children receiving protective day care services authorized by the Department of Family & Protective Services (DFPS) even if the parent is not an essential worker.

Who is considered to be an essential service employee?

An employee is considered an essential service employee if they are providing essential services as specified by the [US Department of Homeland Security](#) or the [Texas Division of Emergency Management](#)

Are my child day care staff considered essential service employees?

Yes, your staff are considered essential service employees and can bring their own children to your child day care operation.

Do I have to confirm a parent's status prior to providing child day care?

Yes, you must ensure you are only providing child day care services for children of essential service employees or authorized by DFPS to receive protective day care services.

How do I confirm if a parent is an essential service employee?

At least one parent for each child in care needs to complete [Form 7265](#) to indicate which approved essential service they are providing as specified by the [US Department of Homeland Security](#) or the [Texas Division of Emergency Management](#).

If you have an agreement with the Texas Workforce Commission, contact your local workforce board to determine if additional restrictions apply to receive financial services (subsidy).

How do I confirm if a parent is authorized to receive protective day care services?

At least one parent or guardian for each child in care needs to complete [Form 7264](#) to indicate they have been authorized by DFPS to receive protective day care services. Temporary Emergency Child Care Operations are excluded from accepting children receiving protective day care authorized by DFPS.

If you have an agreement with the Texas Workforce Commission, contact your local workforce board to determine if additional restrictions apply to receive financial services (subsidy).

Do I have to require a letter from the parent's employer?

No, the parent is attesting the information on the [Form 7265](#) is true and accurate.

In a two parent household, do both parents have to be considered essential service employees before providing child day care?

No, only one parent in the household needs to be an essential service employee for you to be able to provide child care. That parent needs to complete [Form 7265](#) for each child in care.

If you have an agreement with the Texas Workforce Commission, contact your local workforce board to determine if additional restrictions apply to receive financial services (subsidy).

Can I provide child day care to a child whose parent is an essential service employee but working at home?

Yes, as long as you have a completed [Form 7265](#) for each child in care. The parent should indicate the employer's address on the form, not their home address.

If you have an agreement with the Texas Workforce Commission, contact your local workforce board to determine if additional restrictions apply to receive financial services (subsidy).

Can I provide part time child day care to a child whose parent is a part time essential service employee?

Yes, at least one parent needs to complete [Form 7265](#) for each child in care.

If I have an agreement with Texas Workforce Commission (TWC) to provide financial aid (subsidy) to families, should I contact my local workforce board?

Yes, if you have an agreement with TWC, you should contact your local workforce board to determine additional financial aid (subsidy) guidance and restrictions to available funds.

Listed Family Home Provider:

As a Listed Family Home provider, does the [Executive Order GA 14](#) apply to me?

Yes, to be in compliance with the Executive Order issued by Governor Abbott, you can only provide child day care services for children of essential service employees or for children receiving protective day care services.

As a Listed Family Home provider, can I display my availability on the Frontline Child Care portal?

No, the portal does not include information for Listed Family Home providers.

If I receive reimbursement for relative care from Texas Workforce Commission, are there additional restrictions on me?

If you have an agreement with the Texas Workforce Commission, contact your local workforce board to determine if additional restrictions apply to receive financial services (subsidy).

Emergency Rules in Response to COVID-19:

Do I have to follow the CDC guidelines?

Providers must follow CDC guidelines for [Child Care Programs that Remain Open](#) in conjunction with [Emergency Rules](#), CCL Guidance on the Health & Human Services [COVID 19](#) Information Page and local and state orders.

Do I have to screen children coming into my child day care operation?

Yes, you must follow the new [Emergency Rule Certain Day Care Operations in Response to COVID-19](#) which requires screening all persons allowed into your operation.

Do I have to use Personal Protective Equipment (PPE) to take temperatures?

No, emergency rules do not require the use of PPE. The [CDC Guidance for Open Child Care Operations](#) recommends multiple screening methods, including some that do not require the use of PPE. If you use PPE to take temperatures, the CDC guidance includes recommendations for safe use of PPE.

If my local ordinances require the use of PPE, how can I find additional supplies?

If you are unable to find sufficient PPE for you and your staff through normal channels, you should contact your [local health department](#) or the Texas Department of State Health Services ([DSHS](#)), if there is no local health department.

Operating Status:

What steps should I take if I decide to close my operation?

Whether you plan to permanently or temporarily close your operation, [complete the following survey to update us on your operation's status](#).

What steps should I take if I decide to reopen my operation?

If you want to reopen your operation to only provide child day care services for children of essential service employees or for children receiving protective day care services authorized by DFPS, complete the [following survey to update us on your operation's status](#).

Child Care Regulation is appreciative of all the work you do in protecting the health and safety of the children in your care. Please don't hesitate to reach out to your licensing inspector with any questions.