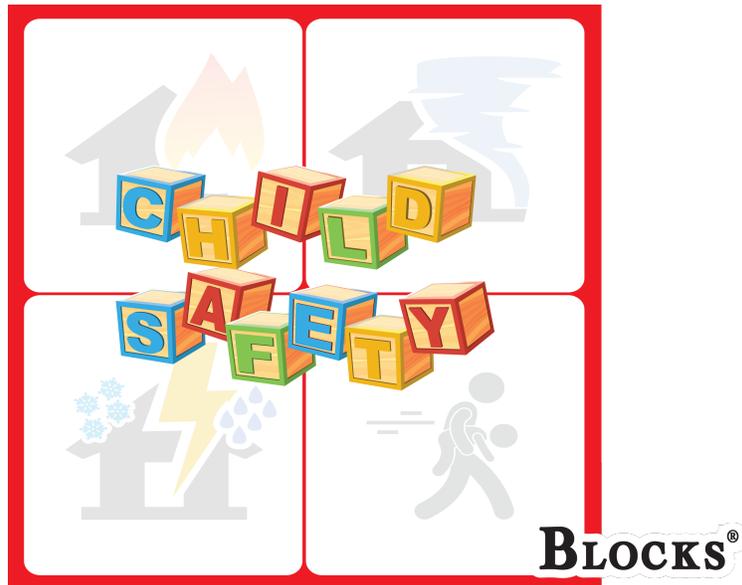


# National Childcare Disaster Readiness Certification Program



## Silver-Level Disaster Ready Certification Application





## **National Childcare Disaster Readiness Certification Silver-Level Disaster Ready Application**

Welcome! Congratulations on your dedication to keeping children safe! The application may take a little time to organize, but the instructions are straight forward, and the results are worth it!

### **Application Instructions**

As you work on completing the application, click the save button frequently. All submissions must be submitted electronically. If you have any questions, please contact BLOCKS at [contact@blocksusa.org](mailto:contact@blocksusa.org).

### **Preface**

A Silver-Level Disaster Ready Certified Childcare Program is a childcare program (facility) that has committed itself to doing more than meeting the state requirements for disaster readiness and the 2014 Childcare Development and Block Grant Act. A Silver-Level Disaster Ready Childcare has a well-developed emergency operations plan that has been tested and refined and has conducted specific disaster readiness training with its staff.

The Silver-Level Disaster Ready Certification is available to childcare programs. A single application may not be submitted for multiple childcare facilities. Each facility will be certified on its own merits.

Certification fees are based on the number of children the facility



has capacity to provide for, not the number currently enrolled. Certification rates are provided in the table below.

CERTIFICATION COST BREAK DOWNS	
CHILD CAPACITY	COST
≤ 25	\$85
≤ 100	\$190
≤ 200	\$250
≤ 300	\$300
> 300	\$400

Your certification fee must be submitted online through the certification page <https://blocksusa.org/certification>. Certification fees are not refundable. All certifications are valid two years from approval of designated level.

Childcare programs that would like to submit an application for upgrade before their certification expires may do so at a discounted rate. Lower level certifications applied for and granted only need the annotation of date conferred in the next level application package. These upgrade requests will be discounted 50% for the first year, and the qualification awards (if applicable) backdated to the original certification date.

If the application exceeds the expiration date of the previous certification award, childcare programs will need to submit a new application and will not qualify for the discounted upgrade rate or recertification rate.



## **Disclaimer**

BLOCKS Bronze, Silver, and Gold Level National Childcare Disaster Readiness Certifications are not in any manner intended to serve as a warranty, representation, guarantee, or promise regarding the quality of performance or safety procedures utilized by the childcare program. The certification program is only intended to establish criteria relevant to disaster readiness to be met, and certify that the BLOCKS certified childcare program has met the established criteria based upon an objective evaluation of the materials provided by that program. A program's status as a BLOCKS certified childcare program is an indicator that the program has satisfied the specific criteria identified as necessary for the applicable certification level; however, certification is not a guarantee or assurance of the competence or performance of the program. BLOCKS specifically disclaims any and all liability for any third party claims, actions, causes of action, judgments, liabilities, monetary losses, or injuries or damages to persons or property arising out of or resulting from the services performed by, or any errors or omissions on the part of, any BLOCKS certified childcare program. In conducting the certification program, including issuing certifications, BLOCKS is not undertaking to render professional or other services for or on behalf of any certified childcare program, nor is BLOCKS undertaking to perform any duty owed by any person or entity. Any individual using the services of a BLOCKS certified childcare program should rely on his or her own independent judgment as appropriate in



determining the exercise of reasonable care in any given circumstances.

### **Indemnification**

As a condition of my childcare program's BLOCKS certification as a Bronze, Silver, or Gold-Level Disaster Ready Childcare, we (the childcare program) hereby agree to indemnify and hold harmless BLOCKS, its affiliates and their respective officers, directors, employees, volunteers and authorized agents/representatives from and against any and all third party claims, actions, causes of action, judgments, liabilities, monetary losses, injuries or damages to persons or property, costs and expenses (including reasonable attorneys' fees and court costs) and other amounts that arise out of or result from, directly or indirectly, my program's performance of or failure to provide services as a Bronze, Silver, or Gold-Level Disaster Ready certified childcare program. This duty of indemnification shall survive the voluntary relinquishment of my childcare program's certification or the termination of my childcare program's certification by BLOCKS for any reason.

### **Prohibited Conduct**

Application: Childcare programs that apply for the Bronze, Silver, or Gold-Level Disaster Ready certification are required to complete the appropriate BLOCKS certification form and application. As a condition of earning Bronze, Silver, or Gold-Level Disaster Ready certification, each applicant childcare program must successfully meet BLOCKS requirements with respect to state compliance with disaster readiness requirements,



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Emergency Operations Plan (EOP) inclusions, staff training, testing or training of emergency procedures or other requirements as detailed in the level-specific applications. It is critical that the applicant program provide information and documentation in connection with this application process that is complete and entirely accurate. Applicant childcare programs remain under a continuing duty to supply updated information and to correct inaccurate information provided previously that would be relevant to their application and resulting certification. Information or documentation that is later determined to be incomplete, false, inaccurate or not the applicant's own work may result in a rejection of the application, disqualification of the applicant childcare program, or removal of certification status.



## **Silver-Level Disaster Ready Childcare Application Cover Sheet**

Name of Childcare Program: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Website (if applicable): \_\_\_\_\_

Bronze-Level Certification Number: \_\_\_\_\_

Name of person submitting application of behalf of program:

\_\_\_\_\_

Position within the program: \_\_\_\_\_

Years in current position: \_\_\_\_\_

Contact information if different than above:

\_\_\_\_\_

### Contents Checklist:

- ◇ All materials are typed (unless otherwise specified).
- ◇ Bronze-Level Certification date or enclosed application
- ◇ Emergency Operations Plan Coordination Section Complete
- ◇ Documentation of Staff Training Complete
- ◇ Documentation of Communications Testing Complete
- ◇ Documentation of Parent Training Session Complete
- ◇ Documentation of Shelter in Place / Lockdown Drill Complete
- ◇ Application fee submitted



### **Applicant Childcare Program Signature Sheet**

I (authorized representative of applicant childcare program, hereafter listed as I) understand that certification is subject to BLOCKS Inc. approval, and if granted, is current for a two-year period. I will execute the necessary documents and supply further information as determined by BLOCKS in support of this application. I understand that any false statement or misrepresentation I make in the course of these proceedings may result in the revocation of this application. I hereby voluntarily and knowingly consent and grant permission to BLOCKS or its authorized agent(s) to conduct a verification of the accuracy and authenticity of any information or documentation I submit in connection with or support of this application package.

I certify that I have followed all directions outlined in the application and submit my packet in the proper order and format. I understand that my packet may be returned without review if instructions are not followed.

I have read and acknowledge the Disclaimer, and Indemnification Information as published by BLOCKS.

Candidate Childcare Program: \_\_\_\_\_

Candidate Name: \_\_\_\_\_

Candidate Signature: \_\_\_\_\_

Date: \_\_\_\_\_



### **Emergency Operation Plan Coordination Section**

The Emergency Operation Plan (EOP) is a critical step in disaster preparedness and readiness. Please provide evidence of coordination with the local emergency management agency within the last 12 months. (i.e. emergency management organization coordinated with, name of coordinator, date coordinated, feedback or input received, recommendations or improvements made based on feedback (if any)). Please attach this information and label as Enclosure A.

### **Documentation of Staff Training Section**

I. How many staff are employed at your childcare program? \_\_\_\_\_

II. Have all staff members completed the training listed below (if not, please explain)? \_\_\_\_\_

III. Documentation of Federal Emergency Management Agency (FEMA) Independent Study (IS) – 36 Multi Hazard Planning For Childcare. Course can be accessed at:

<https://training.fema.gov/is/courseoverview.aspx?code=is-36>

- a. Attach IS-36 certificate of completion for all staff documenting completion with the last two years (label as Enclosure B)

IV. Documentation of Federal Emergency Management Agency (FEMA) Independent Study (IS) – 366a Planning for the Needs of Children in Disasters. Course can be accessed at:



<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-366>

- b. Attach IS-366a certificate of completion for all staff documenting completion with the last two years (label as Enclosure C)

### **Documentation of Testing Communications Section**

I. Provide documentation that your childcare program conducted testing of at least three communications media in an emergency drill setting in the last 12 months. This documentation can take many forms but at a minimum must include: what three types of communication were test (e.g. landline, cell, cable, VOIP, etc.), when the testing/drill was conducted, how many staff participated, how many parents participated, results for each type of communications used, lessons learned and areas for improvement, recommendations or changes to emergency operations plans based on these results, or any other additional information that shows how value was gained and processes improved as a result of conducting these drills.

II. Please attach a separate sheet detailing this information with a signature of the submitting official as Enclosure D.

### **Documentation of Conducting Disaster Preparedness Training/ Information Sessions with Parents**

I. Provide documentation that an information session or training on your current EOP, disaster preparedness or other relevant disaster ready program was conducted or made available to parents at your



childcare program within the last 12 months. This documentation can take many forms but at a minimum must include: when the training or information session was conducted, how many parents (or percentage of parents) attended the session, what the training consisted of, date and length of training, who conducted the training, and any follow actions or lesson learned and recommendations that resulted due to the training.

II. Please attach a separate sheet detailing this information with a signature of the submitting official as Enclosure E.

### **Documentation of Shelter in Place Drill Conducted Section**

I. Provide documentation that a shelter in place drill was conducted at your childcare program within the last 12 months. This documentation can take many forms but at a minimum must include: when the training was conducted, a statement of who participated (all children or infants or toddlers only, etc. all staff, percentage of teachers, etc.); what the drill consisted of, date and length of drill, any observers or volunteers, who conducted the drill, and any follow actions or lesson learned and recommendations that resulted due to the drill.

II. Please attach a separate sheet detailing this information with a signature of the submitting official as Enclosure F.

### **Documentation of Lock Down Drill Conducted Section**

I. Provide documentation that a lock down drill was conducted at your childcare program within the last 12 months. This



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documentation can take many forms but at a minimum must

include: when the training was conducted, a statement of who participated (all children or infants or toddlers only, etc. all staff, percentage of teachers, etc.); what the drill consisted of, date and length of drill, any observers or volunteers, who conducted the drill, and any follow actions or lesson learned and recommendations that resulted due to the drill.

II. Please attach a separate sheet detailing this information with a signature of the submitting official as Enclosure G.