

Coronavirus (COVID-19)

INFORMATION BULLETIN, MAY 28, 2020

FOR EDUCATIONAL CHILDCARE PROVIDERS

1- START OF PHASE 1 IN EDUCATIONAL CHILDCARE FACILITIES IN THE CMM AND THE RCM OF JOLIETTE

As announced, educational childcare facilities located in the territory of the [Communauté métropolitaine de Montréal](#) (CMM) and of the [regional county municipality \(RCM\) of Joliette](#) will re-open on June 1, 2020.

The table below provides an overview of the phased re-opening. The dates given for the later phases are provided for information purposes only. **They may change, depending on how the situation evolves.**

PHASED RE-OPENING PLAN FOR QUÉBEC'S EDUCATIONAL CHILDCARE SERVICES						
Phase no.	Dates		Facilities		Home childcare providers (HCPs)	
	Cold zones	Hot zones	Capacity	Ratios*	Capacity	Max. no. of children
	<i>Continuation of emergency childcare services / Preparation for the re-opening of educational childcare services</i>					
Phase 1	May 11	June 1	30%-50%**	2-4-5	50%	4
Phase 2	May 25	June 15 (date to be confirmed)	50%	2-4-5	50%	4
Phase 3	June 8 (date to be confirmed)	June 29 (date to be confirmed)	75%	3-6-8	75%	5-7***
Phase 4	June 22 (date to be confirmed)	July 13 (date to be confirmed)	100%	5-8-10	100%	6-9 ****

* Ratios per educator: infants (0 to under 18 months) – 18 months to under 48 months – over 48 months.

** During Phase 1, facilities were allowed to receive 50% of the number of children indicated on their permit, for example, to ensure spaces for vulnerable children and for those who had attended a childcare facility or who were not attending any childcare facility before the start of the pandemic.

***If the HCP is assisted, a maximum of 7 children.

***If the HCP is assisted, a maximum of 9 children.

2- DISTRIBUTION OF PERSONAL PROTECTIVE EQUIPMENT

The Ministère de la Famille (MFA) is able to count on the collaboration of the home childcare coordinating offices (COs) throughout Québec. First, equipment is delivered to them by the MFA. Then, each of the CO teams does everything it can to distribute the boxes of masks and visors to the childcare facilities, including non-subsidized daycare centres. These CO teams play an essential role in helping protect the health and safety of the childcare staff and the families of children attending childcare facilities. We offer them our warmest thanks for their efforts, and are also counting on the collaboration of all childcare facilities, which will benefit from these efforts.

Logistics

Each of the COs receives a list of the educational childcare facilities to which it must distribute the equipment it has received from the MFA. The quantities of boxes of masks and visors (counted individually) are calculated systematically to ensure equitable distribution that reflects the volume available to the MFA, the targeted occupancy rate, and the educator/child ratios, as well as the other types of professionals required. The **COs must adhere to these guidelines** to ensure sufficient supplies.

The childcare facilities must manage their stocks optimally. Given the logistical challenges involved, quantities that exceed the recommendations may be distributed, but these surpluses will be factored into the calculations for subsequent deliveries. If some childcare facilities prefer, they may purchase the desired equipment from suppliers of their choice.

Each childcare facility will receive an email message informing it of the identity of the CO that will be distributing its equipment. The CO is responsible for contacting the childcare facilities it serves to inform them of the distribution logistics that have been put in place. The childcare facilities are asked to wait for the CO to contact them to prevent an overload of phone calls.

3- A PREVIEW OF HOW TO HANDLE HEAT WAVES!

HERE ARE A FEW PUBLIC HEALTH RECOMMENDATIONS FOR CHILDCARE FACILITIES WITH REGARD TO HEAT WAVES:

- Carry out outdoor activities before 10 a.m. and after 4 p.m.
- Encourage the children to drink often rather than waiting to be thirsty. The public health authorities now recommend that parents supply their child with his or her own water bottle and make sure that it is filled often. This represents a change from the *Aide-mémoire sur les bonnes pratiques sanitaires à l'intention des services de garde* that was produced by the MFA. It is important, however, to make sure that the children do not share their bottles.
- Keep windows and doors open until 10 a.m. to ensure good ventilation of the occupied spaces. Close curtains or blinds when the sun is shining, and air out the rooms, if possible, when the evenings are cool.
- Depending on equipment availability, use floor fans or localized air-conditioning units, being sure not to point the air flow directly at the children's or educators' faces.

See the following link for more information. The information concerns healthcare settings, but is also applicable to childcare facilities:
<https://www.inspq.gc.ca/publications/3011-climatiseurs-mobiles-ventilateurs-milieux-soin-covid19>.

You can also print the **enclosed mini-poster and display it in your rooms as a reminder.**

4- HOME CHILDCARE PROVIDERS (HCPs): PARENTAL CONTRIBUTION DURING THE PERIOD OF REDUCED ATTENDANCE CAPACITY

Since March 16, 2020, the MFA has done its best to ensure that home childcare providers (HCPs) not experience any decrease in revenues during the transition back to normal.

In addition to continuing to pay full subsidies to all HCPs throughout the crisis period, the MFA is therefore paying compensation equal to the loss of parental contributions resulting from public health authorities' requirements.

For example, during the confinement period, when childcare facilities were closed, the MFA paid 100% compensation for lost parental contributions. Similarly, during the re-opening period, when the allowable occupancy rate is 50%, HCPs are paid an amount of \$8.35 per day for three spaces if they had six service agreements in place prior to March 13, 2020. When public health authorities authorize an occupancy rate of 75%, the MFA will pay compensation for one space to HCPs that had six service agreements in place prior to March 13, 2020.

When public health authorities authorize a return to 100% occupancy, the MFA will stop paying all compensation for lost parental contributions.

5- FINANCIAL SUPPORT FOR NON-SUBSIDIZED RECOGNIZED HCPs

For the weeks of March 16 and March 23, 2020, non-subsidized HCPs are eligible for compensation of \$36.50 per day per child that they were authorized to receive for fees on March 13, 2020.

During the period of the phased re-opening of childcare facilities, for the 30 business days included in this period – that is, from May 11, 2020 to June 19, 2020 for facilities located outside the territory of the CMM and the regional county municipality (RCM) of Joliette, and from June 1 to July 10, 2020 for the territory of the CMM and the RCM of Joliette – the CO pays an amount of \$36.50 per day (maximum of five days a week) for each child that the HCP was authorized to receive for fees on March 13, 2020 and whom it was unable to accommodate due to the maximum number of children allowed by public health authorities until the complete re-opening of services (June 22, 2020 or July 13, 2020, depending on the zone where the HCP provides her childcare services).

The 48 non-subsidized recognized HCPs will thus have received financial support of over \$300,000 from the MFA to offset the loss of revenues.

6- NEW SERVICE AGREEMENTS FOR HOME CHILDCARE PROVIDERS (HCPs)

Since the gradual resumption of activities, HCPs have been able to enter into new childcare service agreements, taking into account the number of spaces they have been

granted. As usual, they can use their window on La Place 0-5, the single-window access to childcare services, to indicate that they have spaces available. The same instruction will apply to the territory of the CMM and that of the RCM of Joliette as of June 1, 2020.

7- DETAILS ABOUT THE SUSPENSION OF RECOGNITION OF HCPs IN THE CONTEXT OF COVID-19

[Ministerial Order 2020-034 dated 9 May 2020](#), which took effect on May 11, 2020, allows HCPs to apply for a suspension of their recognition if either they or a person residing in the residence where they provide childcare services is 70 years of age or older or has factors making him or her vulnerable to COVID-19, confirmed by a physician or a specialized nurse practitioner.

HCPs wishing to benefit from this suspension of recognition must submit an application to their coordinating office (CO) as soon as possible. At the same time, they must inform the parents of the children to whom they usually deliver childcare services of this fact. The CO suspends the recognition as of the date indicated in the application. The suspension may last for the duration of the health emergency.

A **sample letter of confirmation** of the suspension of recognition of a HCP is appended to this information bulletin.

8- QUALIFICATION OF UNQUALIFIED CHILDCARE STAFF WHO ARE ACTING AS REPLACEMENTS

Since the distribution of *Annexe 1 Qualification du personnel de garde non qualifié* on May 12, 2020, you have raised a number of issues concerning its application, particularly those related to remuneration. According to the information received, few of you will succeed, in the current context, in meeting your staffing needs through the easing measures provided for in the *Annexe*, particularly given its temporary nature.

We want you to know that the MFA has heard your message and, accordingly, has decided to withdraw *Annexe 1*. Please refer to the *Directive concernant l'évaluation de la qualification du personnel de garde* to find out the requirements for recognizing a person as qualified.

However, the lowering of the ratio to one qualified educator in three remains in force. For the time being, this appears sufficient to offset the difficulties experienced in the network.

The MFA remains aware of your staffing issues and challenges, and is continuing the work it began before the health crisis with a view to introducing permanent measures.

9- INCENTIVE PROGRAM TO RETAIN ESSENTIAL WORKERS (IPREW) – ELIGIBILITY OF CHILDCARE STAFF

The IPREW pays \$100 per week, retroactive to March 15, 2020, for a maximum of 16 weeks. This amount is added to the employee's salary and is taxable. The period for applying for the program is March 15 to July 4, 2020.

Educators and support staff who are working or who have worked in an **emergency childcare service** are eligible for this program. This means that:

- an educator **who worked in an emergency childcare service** and who has worked in an educational childcare facility, since, for example, May 11, 2020 in a cold zone, **is entitled to the amounts** payable under the IPREW until the program ends on July 4, 2020;
- an educator **who did not work in an emergency childcare service** and who has started working again in an educational childcare facility **is not eligible** for the IPREW.

More information on this program, for which applications have been possible since May 19, 2020, is available at the following address: [Incentive program to retain essential workers \(IPREW\)](#)

10- EXERCISE CAUTION WHEN CHOOSING YOUR FIRST-AID TRAINING PROVIDER

The MFA was recently informed that a firm not certified by Canadian first aid organizations was offering first aid courses online. It is important to remember that the

provisions of the *Educational Childcare Regulation* (ECR) stipulate that educational childcare providers must ensure that each member of their staff holds a “**certificate no older than three years** attesting that he or she has successfully completed a **minimum eight-hour** early childhood first aid course including a **component on the management of severe allergic reactions** or a minimum six-hour refresher course updating the knowledge acquired as part of the early childhood first aid course” (ECR, ss. 20, 54, 82).

Organizations that offer these courses are not, however, certified by the MFA, and the current provisions of the *Educational Childcare Act* and the Regulation do not allow the MFA to verify the content or the quality of first aid training courses or to specify the means by which they must be given (e.g. in the classroom, online).

We therefore urge you to exercise caution and to check with Canadian first aid organizations to find out whether the training offer presented to you comes from a certified firm.

11- RESUMPTION OF INSPECTION AND INVESTIGATION ACTIVITIES

The MFA has established a scenario for the gradual resumption of its inspection and investigation activities that dovetails with the plan for the re-opening of educational childcare facilities. Therefore, the Direction des inspections et des enquêtes will gradually resume its activities as of June 1, 2020. First, where applicable, follow-up telephone calls will be made to ensure that any breaches documented in a notice of non-compliance or in a notice of administrative penalties have been corrected. Next, the processing of complaints will resume, and follow-up calls will be made regarding any breaches documented before March 12, 2020 and for which no administrative measure was imposed. Lastly, full inspections will resume once the network is operating again at 100% capacity. You can rest assured that, in all cases, the MFA will take the necessary measures to ensure that it resumes its inspection and investigation activities gradually, and above all, in a manner that is safe for everyone.

If you do not find the answers to your questions on these websites, we recommend that you call the Centre des services à la clientèle et des plaintes of the MFA at the toll-free number, 1-855-336-8568, between 8:30 a.m. and 4:30 p.m., Monday to Friday.