

Welcome to the PPJS COVID – 19 Licensing and Best Practices Webinar

- During this presentation you will be automatically muted and we encourage you to enter the pin when you register.
- Please be patient during the webinar, we expect over 100 participants and will try our best to monitor and respond to questions.
- While there will be opportunities to engage in open conversations around best practices, we encourage you to submit questions/comments using the chat functionality located within the Go-To-Webinar panel.



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COVID- 19 Response

Note: The rapidly evolving response from Federal and State leadership may make some of these issues/discussion items irrelevant immediately following this presentation.

Where should DHS providers go for updates to DHS programs in response to COVID-19?



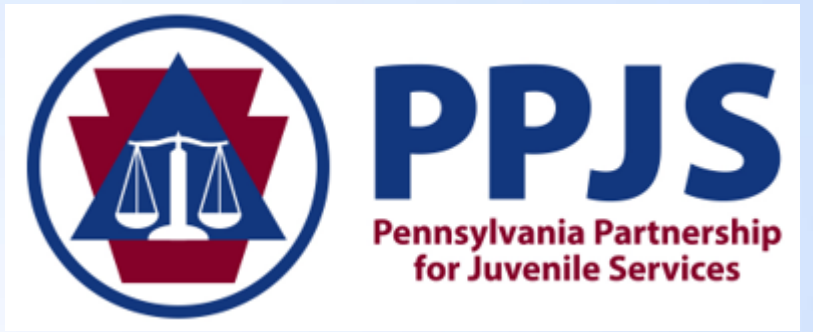
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Resources specific to the Department of Human Services (DHS) can be found at:

<https://www.dhs.pa.gov/providers/Providers/Pages/Coronavirus-2020.aspx>

DHS Announcement to facilities under the Office of Children, Youth and Families (OCYF), the Office of Child Development and Early Learning (OCDEL) and the Office of Mental Health and Substance Abuse Services (OMHSAS)

- DHS will be issuing guidance on specific regulations that will be suspended under the authority of the Governor's Proclamation of Disaster Emergency issued on March 6, 2020, to help providers in dealing with the current emergency and maintain a healthy environment for those they serve and their employees.



3800.4. Inspections and certificates of compliance.

(a) Each facility to which this chapter applies shall be individually inspected at least once a year, unless otherwise specified by statute.

(b) A separate certificate of compliance shall be issued for each physical structure that qualifies for a certificate.

Discussion:

From March 16th to March 30th, DHS will not be conducting any annual licensing inspections. Any inspections scheduled for this timeframe will be completed as soon as possible once normal operations resume.

Licensing staff will continue to conduct on-site investigations for any serious incident or complaint during this time period.

If a facility currently has a provisional license or its revoked license is under appeal, an on-site visit may occur as necessary during this time.

Currently, DHS is not able to send out annual license renewals. As such, if during this time you would have received a renewed license packet then your existing license is still valid.

Foster Care 3700.69. Annual reevaluation.

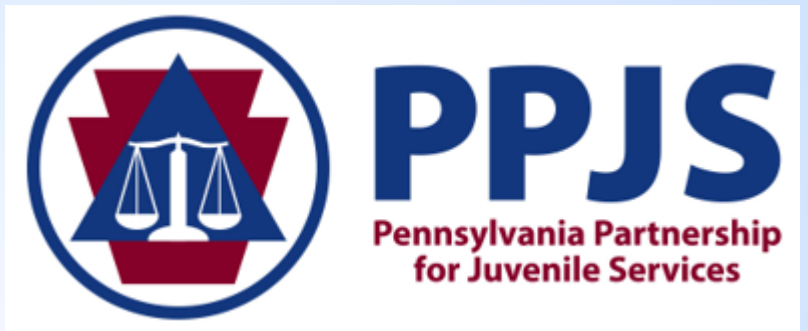


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(a) The FFCA shall visit and inspect annually each foster family to determine continued compliance with the requirements of §§ 3700.62—3700.67 (relating to foster parent requirements; foster child discipline, punishment and control policy; assessment of foster parent capability; foster parent training; foster family residence requirements; and safety requirements). (b) The FFCA shall give each foster family written notice regarding the results of the annual evaluation. (c) The FFCA shall give written notice to foster families of its decision to approve, disapprove or provisionally approve the foster family. The written notice shall inform the foster parents that they may appeal the FFCA's decision to disapprove or provisionally approve the foster family.

Discussion:

We have families due for their annual inspection and re-licensing of the home. They are on hold as we are not physically visiting any homes at this time. While we typically have 30 days, there are families who will go beyond the 30 day mark for the inspection of the home.



3800.21. Applicable health and safety laws.

The facility shall have a valid certificate or approval document from the appropriate State or Federal agency relating to health and safety protections for children required by another applicable law, not to include local zoning ordinances.

Discussion:

PREA inspections will likely be waived as this should be considered an exigent circumstance. In the recent release of DOJ Guidance,if an agency reschedules PREA audits, the agency may not be able to comply with PREA Standard 115.401(b), which states: "During each one-year period starting on August 20, 2013, the agency shall ensure that at least one-third of each facility type operated by the agency, or by a private organization on behalf of the agency, is audited." In such circumstances, the PMO will always support agencies, and take auditing delays resulting from COVID-19 into consideration when reviewing certifications of full compliance with the PREA Standards submitted to DOJ by governors.

3800.32. Specific rights.

Foster Care: § 3680.44. Visiting and communication.

§ 3680.48. Children's grievances.



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- (f) A child shall have the right to visit with family at least once every 2 weeks, at a time and location convenient for the family, the child and the facility, unless visits are restricted by court order. This right does not restrict more frequent family visits.
- (h) A child has the right to communicate and visit privately with his attorney and clergy.
- (k) A child has the right to appropriate medical, behavioral health and dental treatment.

Discussion: These items may be problematic due to limitations for visitation and accessibility of medical practitioners. Medical staff may be needed to respond to community crisis or may not want to see clients outside of emergency situations. Facilities (following the guidance from BJJS) have closed on-site visitation. Some facilities may have poor internet connectivity making virtual visitation unlikely. Some virtual vender agencies may face capacity issues which could crash video conferencing capabilities. Some FC agencies have been cited due to signatures not being obtained on the day of admission. Some agencies have been approved to have a professional staff member review the policy with a client verbally within 24 "working" hours and then have the client sign off, in person within the week. Physical visits are not occurring in the homes. However, currently, on site visits have been restricted.



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3800.51. Child abuse and criminal history checks.

Child abuse and criminal history checks shall be completed in accordance with 23 Pa.C.S. §§ 6301—6385 (relating to the Child Protective Services Law) and Chapter 3490 (relating to protective services).

Discussion:

Note since this is in law, DHS does not have the authority to waive it, this would require legislative action or Administrative (a waiver from the Governor's office). Currently many of the Identogo locations have closed.

DHS will be issuing guidance on specific regulations that will be suspended under the authority of the Governor's Proclamation of Disaster Emergency issued on March 6, 2020, to help providers in dealing with the current emergency and maintain a healthy environment for those they serve and their employees.



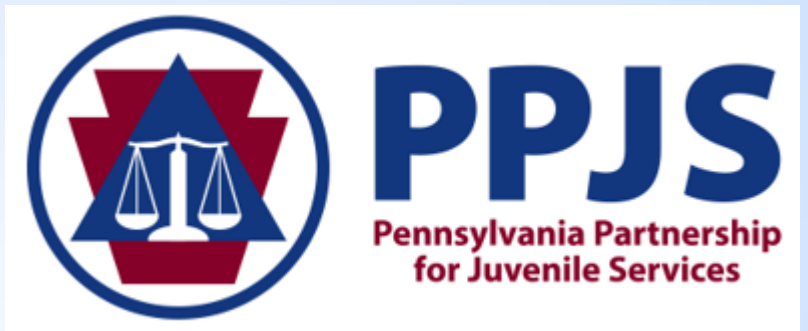
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3800.52. Staff hiring, retention and utilization.

Staff hiring retention and utilization shall be in accordance with 23 Pa.C.S. §§ 6301—6385 (relating to the Child Protective Services Law) and Chapter 3490 (relating to protective services).

Discussion:

Currently and prior to the current state of emergency, our member agencies have been facing a staff recruitment and retention issue. This is a broader issue impacting the field of human services. During this crisis, finding and sustaining quality staff and assuring a supportive culture when staff support may fluctuate daily due to staff wellness issues will need to be an ongoing discussion. To assure the safety of youth, DHS will need to be engaged in identifying viable solutions.

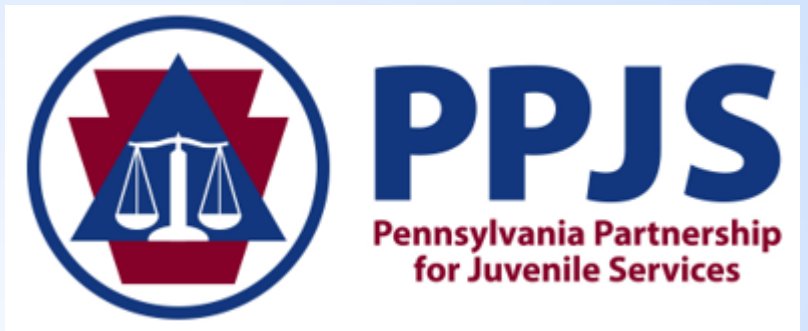


3800.54. Child care supervisor.

- a) There shall be one child care supervisor available either onsite or by telephone at all times children are at the facility.
- (b) For facilities serving 16 or more children, whenever 16 or more children are present at the facility, there shall be at least one child care supervisor present at the facility.
- (c) The child care supervisor shall be responsible for developing and implementing the program and schedule for the children and for supervision of child care workers.

Discussion:

It is likely that in an exigent circumstance, when an identified supervisor is not available to come to work, there will be brief periods of time when supervisor “presence” may need to be waived. It is recommended that providers must document efforts to address supervisory presence to satisfy reasonable efforts to assure resident safety.

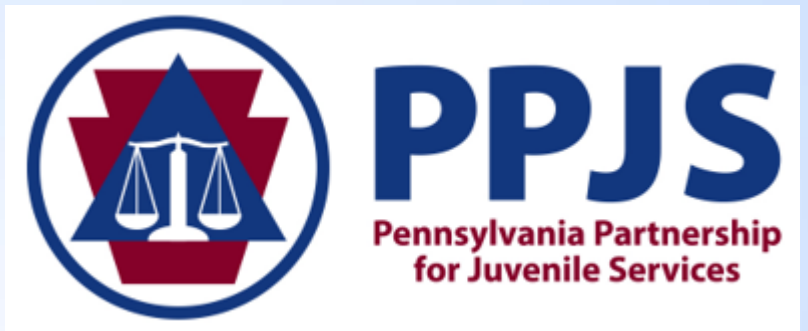


3800.55. Child care worker.

- a) There shall be 1 child care worker (CCW) present with the children for every 8 children..., during awake hours.
- (b) There shall be 1 CCW present with the children for every 16 children..., during sleeping hours.
- (c) There shall be 1 CCW present with the children for every 4 children who are under 6 years of age, during awake hours.
- (d) There shall be one CCW present with the children for every 8 children who are under 6 years of age, during sleeping hours.
- (e) If there are children who are under 6 years of age and 6 years of age and older in the same group, the ratios specified in subsections (c) and (d) apply.
- (f)...
- (g)...
- (h) A CCW who is counted in the worker to child ratio shall be 18 years of age or older ... A CCW who is counted in the worker to child ratio shall be 21 years of age or older if one or more children served in the facility are 18 years of age or older.

Discussion:

In the event of a staff infection or exposure, maintaining staffing levels may be problematic.



3800.58. Staff training.

- (b) Prior to working alone with children and within 120 calendar days after the date of hire, the director and each full-time, part-time and temporary staff person who will have regular and significant direct contact with children, shall have at least 30 hours of training to include at least the following areas:
 - (1) (2) (3) (4) (5) (6)
- (d) After initial training, *all employees* shall have at least 40 hours of training annually...
- (e) Each staff person ..., shall complete training in first aid, Heimlich techniques and CPR at least every year.
-
- (f) Training in first aid, Heimlich ... and CPR shall be completed by an individual
- (g) Training in fire safety shall be completed by a fire safety expert ...

Discussion:

Some of the individuals identified as approved trainers may not be available during this state of emergency and facilities limit access to many employed staff as they may be considered “non-essential employees”. Staff training hours may be a challenge if staffing ratios are minimal and time away to attend training may be unrealistic.

3800.82. Poisons.



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(a) Poisonous materials shall be kept locked and inaccessible to children.

Discussion:

Given the frequency in which agencies are directed to sanitize and clean surfaces, it is unrealistic to expect that these chemicals will be kept in locked spaces. These cleaning and disinfecting solutions will need to be accessible constantly to ensure the ongoing safety of all youth and staff in a program.

3800.84. Sanitation.

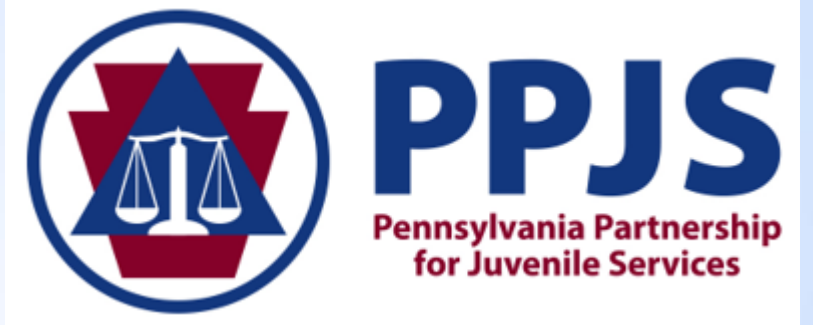


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(c) Trash shall be removed from the premises at least once a week.

Discussion:

Currently, trash removal is deemed an essential life sustaining work function. This will need to be monitored to ensure this valued resource continues to be available to providers.



- 3800.130. [Smoke detectors and fire alarms.](#)
- 3800.131. [Fire extinguishers.](#)

§ 3800.130

(g) If a smoke detector or fire alarm becomes inoperative, repair shall be completed within 48 hours of the time the detector or alarm was found to be inoperative.

§ 3800.131.

(f) Fire extinguishers shall be inspected and approved annually by a fire safety expert. The date of the inspection shall be on the extinguisher.

Discussion:

If those inspecting or repairing these items are not available due to the COVID -19 exposure, special consideration must be offered.

3800.144. Dental care.

3700.51 – Medical and Dental care



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(b) A child who is 3 years of age or older shall have a dental examination performed by a licensed dentist and teeth cleaning performed by a licensed dentist or dental technician at least semiannually. If a child has not had a dental examination and teeth cleaning within 6 months prior to admission, a dental examination and teeth cleaning shall be performed within 30 days after admission.

Foster Care:

a. FFCA shall ensure that a child receives a medical appraisal by a licensed physician within 60 days of the child's admission to foster family care unless the child has had an appraisal within the last 90 days and results are available.

d. FFCA shall ensure that a child, 3 years of age or older, receives a dental appraisal by a licensed dentist within 60 days of admission, unless he child has had an appraisal within the previous 6 months and the results of the appraisal are available.

Discussion:

American Dental Association has said to postpone routine dental

services: <https://www.ada.org/en/publications/ada-news/2020-archive/march/ada-develops-guidance-on-dental-emergency-nonemergency-care>



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3800.145. Vision care.

(b) Each child who is 3 years of age or older shall receive vision screening within 30 days after admission in accordance with the periodicity schedule recommended by the American Academy of Pediatrics, "Guidelines for Health Supervision," and "Eye Examination and Vision Screening in Infants, Children and Young Adults (RE9625)."

Discussion:

American Optometric Association has said to postpone routine dental and eyecare visits on page 2

here: <https://www.aoa.org/documents/HPI/HPI%20CoronaVirus%20Statement%201-30-20.pdf>

American Academy of Ophthalmology said to only provide urgent

care: <https://www.aao.org/headline/new-recommendations-urgent-nonurgent-patient-care>

3800.224. [Development of the ISP.](#)

Foster Care: § 3680.42. Individual service plan (ISP).



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- (a) An ISP shall be developed for each child within 30 calendar days of the child's admission.
- (b) The ISP shall be developed by the child, the child's parent and, if applicable, the child's guardian or custodian, if available, any person invited by the child and the child's parent, guardian or custodian, child care staff persons, a contracting agency representative and other appropriate professionals.
- (c) Reasonable effort shall be made to involve the child and the child's parent and, if applicable, a guardian or custodian, in the development of the ISP at a time and location convenient for the child, the child's parent, the child's guardian or custodian, if applicable, and the facility.

Discussion:

Due to expected issues accessing families and their support systems, we do expect difficulty achieving this regulation timelines. Court closures and non-essential staff without access to update and share court orders/records may create non-compliance outside the control of the facility.

Foster Care: ISP's signed in person by clients is a challenge due to access issues and limits on visitation. "In person" signatures must not be required within specified timelines

Secure Care

3800.274. [Additional requirements.](#)



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(ii) The use of seclusion may not exceed 4 hours, unless a licensed physician, a licensed physician's assistant or registered nurse examines the child and gives written orders to continue the use of seclusion. Reexamination and new written orders are required for each 4-hour period the seclusion is continued. If seclusion is interrupted for any purpose and reused within 24 hours after the initial use of seclusion, it is considered continuation of the initial seclusion period.

Discussion:

Again staffing concerns and availability of Medical staff to consistently evaluate youth in need of isolation due to medical reasons, may require special consideration.

Secure Care

3800.274. [Additional requirements.](#)



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(5) There shall be one child care worker present with the children for every six children during awake hours.

(6) There shall be one child care worker present with the children for every 12 children during sleeping hours.

Discussion:

Again staffing concerns

Secure Detention

3800.283. [Additional requirements.](#)

- (2) No more than 12 children may be in a group at any one time.
- (3) No more than 12 children may occupy a sleeping unit or area.

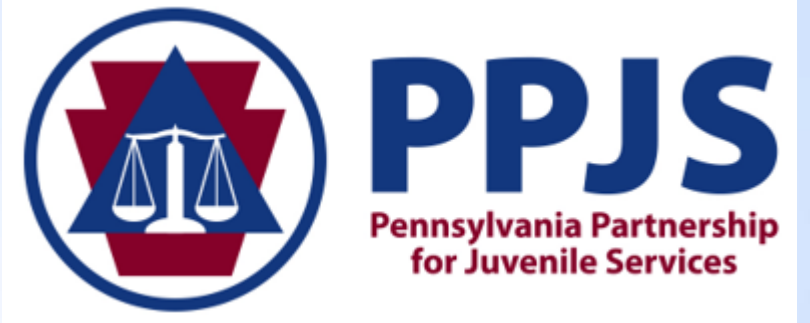
Discussion:

In the event that staffing shortages occur due to staff wellness issues, facilities may need to co-mingle groups for brief periods. Co-mingling groups may allow for additional staff to be present and in support for groups that exceed the 12 limit.



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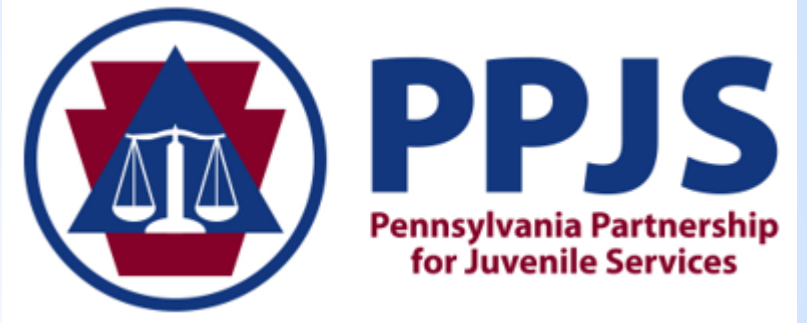


Agencies must obtain evidence of financial stability from applicants

Discussion:

The current state of emergency will add significant fiscal burden on many provider agencies. We hope DHS provides some guidance on how provider should be sustained to meet the demands of contracting Counties.

Best Practices: Family Engagement



Many facilities have stopped in-person interaction/visitation to mitigate the spread of the virus.

Options:

- Some secure facilities are negotiating with their phone vendor to free up additional lines as well as access to cell phones for families to use facetime video call technologies.
 - laptops are also being reimaged so youth can utilize additional video communication technologies.
 - Facilities are utilizing video conferencing services such as Securevideo.com, Zoom, FaceTime
- Here is a link to some information about available internet resources for low income households that has been shared.

The National Digital Inclusion Alliance released a list of free and low-cost internet resources, at:

<https://www.digitalinclusion.org/free-low-cost-internet-plans/>

Best Practices: Employee Wellbeing



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Many facilities have stopped in-person interaction/visitation to mitigate the spread of the virus.

Options:

- <https://www.bipc.com/covid-19>

Best Practices: Food Services



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Facilities serving food (individually prepared in units)
Salad Bars temporarily discontinued

Resources:

- [FDA Food safety during coronavirus](#)

Best Practices: Medical Services



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Resources:

- [National Commission on Correctional Healthcare COVID Resources](#)
- [ADA_COVID19 What constitutes a Dental_Emergency](#)

Best Practices: Custodial Services



Resources:

Here is a list of approved products that work best against the coronavirus. Please read all labels to make sure the cleaner is safe to use in the kitchen (around food), around children or pets,

<https://www.pennlive.com/news/2020/03/fighting-the-coronavirus-not-all-disinfectant-products-are-the-same-these-products-are-registered-with-the-epa.html>

Best Practices: Staff Training



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Virtual staff training resources and independent study may be more relied upon.

Resources:

**Preparing for Coronavirus (COVID-19) and Influenza:
Free Online Training & Resources from RELIAS**

- [How to Prepare for Coronavirus \(COVID-19\) and Influenza: Training & Resources](#)

Best Practices: Education



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How should schools with residential programs modify their programs due to closure?

The Governor's directive closing all public and private schools extends to in-person educational programming for students in non-educational placements such as residential facilities, detention centers, and hospital settings. Such programs may choose to offer continuity of education that does not involve in-person instruction in accordance with applicable standards and requirements.

Resources:

[PDE COVID FAQ's](#)

[USDOE Guidance for IDEA Service Delivery FAQ for School Psychologists](#)

Best Practices: Referral/Intake/Release practices



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While Courtrooms remained closed, provisions are still being made to make sure youth are referred a placed in programs that can appropriately address their risks and needs. Many programs are requiring that youth are medically cleared if they are showing ANY signs or symptoms associated with COVID-19

Resources:

Governor Wolf and Health Secretary Expand 'Stay at Home' Order to Lehigh and Northampton Counties to Mitigate Spread of COVID-19, Counties Now Total 10

[Governor Wolf's Amended Order](#)

[Secretary of Health's Amended Order](#)

[Stay at Home Guidance](#)

Resources for Agencies

[OJJDP Juvenile Justice Facility Emergency Planning Guide](#)

[FEMA Pandemic COVID-19 COOP Annex Template](#)

[Interim Guidance on Management of Coronavirus Disease 2019 \(COVID-19\) in Correctional and Detention Facilities](#)

[PA Statewide Mitigation Guidance](#)

[NPJS COVID-19 Resource Page](#)

[Perseus House COVID Response Plan](#)

[CCAP COVID Resources for Counties](#)

Health care services, including BH services, are life-sustaining services and therefore should remain available. OMHSAS has released guidance on expanded telehealth services during the emergency disaster declaration, which will allow staff to continue working during social distancing and stay at home or shelter in place conditions. The "OMHSAS COVID-19 Telehealth Expansion" document is available at the following link: <https://www.dhs.pa.gov/providers/Providers/Pages/Coronavirus-Provider-Resources.aspx>



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Resources for Youth and Families



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25 Fun Mindfulness Activities for Children and Teens (+Tips!)

[Mindfulness for children kids activities](#)

Mental Health America

[Mental Health and COVID-19 – Information and Resources](#)

<https://mhanational.org/covid19>