



# Template for Displaying Serious Injuries, Deaths, and Instances of Substantiated Child Abuse in Child Care

This document describes the requirements for posting aggregate data and provides a sample template (based on best practice) that states and territories can use to display the aggregate number of serious injuries, deaths, and instances of substantiated abuse in child care on their consumer education websites to both meet Child Care and Development Fund (CCDF) regulations and facilitate understanding.

## Requirements for Posting Aggregate Data

CCDF requires that “Lead Agencies must post the aggregate number of deaths, serious injuries, and instances of child abuse that occurred in child care settings each year, for eligible child care providers [45 CFR 98.33(a)(5); section 658E(c)(2)(D)]. The information on deaths and serious injuries must be separately delineated by category of provider (e.g., centers, family child care homes) and licensing status (i.e., licensed or license-exempt).”<sup>1</sup>

The information should include:

- ◆ (1) the total number of serious injuries of children in care by provider category/licensing status;
- ◆ (2) the total number of deaths in care by provider category/licensing status;
- ◆ (3) the total number of substantiated cases of child abuse in child care settings; and
- ◆ (4) the total number of children in care by provider category/licensing status.<sup>2</sup>

It is important to note the following per the requirements of 45 C.F.R. § 98.33(a)(5):

- ◆ The aggregate number of serious injuries, deaths, and instances of substantiated abuse in child care must include information about any child in the care of a provider eligible to receive CCDF, not just children receiving subsidies.
- ◆ States and territories must post the total number of instances of substantiated child abuse that occurred in child care settings each year. This total is not required to be broken down by provider category or licensing status. However, although this breakdown is not required, it may be helpful to post that information for families if it is available.

States and territories must also include the total number of children in care by provider category and licensing status. This helps families view the serious injuries, deaths, and substantiated cases of abuse data in context.

- ◆ For licensed care, states and territories can provide an estimated number of children in care based on the capacity of licensed programs rather than actual enrollment or attendance numbers.
- ◆ For license-exempt care, states and territories have the option of indicating “not applicable” or N/A if they do not have a way of estimating the number of children in care or, at a minimum, including the number of children receiving CCDF assistance in license-exempt programs.

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<sup>1</sup> Office of Child Care. (2016). Child Care and Development Fund final rule frequently asked questions [Web page]. Retrieved from <https://www.acf.hhs.gov/occ/resource/ccdf-final-rule-faq#Consumer%20Education>

<sup>2</sup> See above note.



## Template Description

This template addresses each of the components required in the CCDF regulations<sup>3</sup> and offers some context and clarification regarding how to display and describe the data, where applicable. The template also provides an example of how states and territories can describe *why* these data are posted and *where* the information comes from, so families can use it to inform their understanding of child care.

States and territories may want to think about how best to communicate this information to the public. Providing definitions upfront helps support transparency and provides context for the data to help families better understand the information.

The following template provides:

- ◆ Some sample text to introduce each component and to describe provider categories and licensing statuses
- ◆ A sample format to present these data based on best practice.

Given that the types of care and definitions of serious injuries, deaths, and substantiated abuse vary by state and territory, this template can be customized to meet state and territory needs and reflect each state and territory's specific context.

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<sup>3</sup> Child Care and Development Fund, 45 C.F.R. § 98.33(a)(5) (2016).



## Sample Template

**What does this information mean?** These tables show the annual number of serious injuries, deaths, and instances of substantiated child abuse that occurred in child care settings throughout the state.

Our goal is to keep children safe. We have rules in place for these child care settings, regularly inspect them, and provide training and support to help programs and providers understand and meet these rules. However, children are naturally curious explorers and sometimes get hurt, even under ideal conditions. Also, child care providers sometimes make mistakes and unknowingly or knowingly violate the rules, which may result in child injury.

**Where does this information come from?** Child care providers are required to report to [office and agency name] when a child is seriously injured or dies in care, even if it wasn't the result of a rule violation, and they are required to report to us when a child is abused in child care. We also receive complaints from parents or others regarding children's safety. (Complaints can be shared online [hyperlink] or by calling [insert number].)

**What types of child care does this information apply to?**

**Note:** Customize these definitions for your state or territory.

Licensed child care center: definition

Licensed child care home: definition

License-exempt home: definition

License-exempt center: definition

**What do serious injury, death, and substantiated child abuse in child care mean?**

**Note:** Customize these definitions for your state or territory.

A **serious injury** is [definition] an injury that requires medical attention from a health care provider.

**Death in child care** is [definition] the death of a child that occurred while the child was in licensed center, licensed home, or state-certified family, friend, and neighbor care.

**Substantiated child abuse** includes [definition] physical or sexual abuse, neglect, or maltreatment that was investigated and found to be true.

This table displays the annual number of serious injuries and deaths that occurred in licensed child care centers, licensed child care homes, license-exempt child care homes, and license-exempt child care centers, over a 3-year period. It also includes the total number of children in each type of care.



**Total Number of Children in Care, Serious Injuries, and Deaths, by Provider Category and Licensing Status, for Providers Eligible to Serve CCDF Children**

Provider Category and Licensing Status	2018			2019			2020		
	Total # of Children in Care	# of Serious Injuries	# of Deaths	Total # of Children in Care	# of Serious Injuries	# of Deaths	Total # of Children in Care	# of Serious Injuries	# of Deaths
Licensed child care center									
Licensed child care home									
License-exempt child care home									
License-exempt child care center									

Notes to clarify the data can be included here, if necessary.

This table includes the annual total instances of substantiated child abuse that occurred in licensed child care centers, licensed child care homes, license-exempt child care centers, and license-exempt child care homes over a 3-year period.

**Total Instances of Substantiated Child Abuse, by Year, for Providers Eligible to Serve CCDF Children**

All Licensed Child Care Centers, Licensed Child Care Homes, License-Exempt Child Care Centers, and License-Exempt Child Care Homes	2018	2019	2020
Total			

Notes to clarify the data can be included here, if necessary.