



NEW YORK CITY DEPARTMENT OF
HEALTH AND MENTAL HYGIENE
Mary T. Bassett, MD, MPH
Commissioner

Frank Cresciullo
Assistant Commissioner
Bureau of Child Care

July 25, 2015

Dear Child Care Operator:

The New York City Board of Health recently changed Article 47 of the Health Code. These changes went into effect April 20, 2015. The revisions strengthen the requirements for child supervision and accountability during arrival and departure, off-site activities, transportation of children, and facility security. Additionally, the requirements for nutrition and physical activity were revised. **Please see the enclosed Summary of Changes to Child Care Regulations for more details.**

125 Worth Street,
Room 315, CN 68
New York, NY 10013

646.632.6100 tel

Timing for Compliance

The Bureau of Child Care is conducting initial enforcement through education until September 2015. Centers have additional time to comply with three requirements as indicated below.

- Pass key ID system for entrances: November 1, 2015
- Unobstructed views of entrances and exits: November 1, 2015
- Panic bars on exterior doors: May 1, 2016

Getting Ready to Comply

Please prepare to comply with the new requirements by

1. Updating relevant procedures, forms and parent contact information
2. Training staff
3. Acquiring children's clothing or other items that identify the center's name and contact information
4. Revising your Written Safety Plan

Online Forms and Guidelines

Go to nyc.gov/health/childcare and click "[Information for Providers](#)" to find the full text of regulations and these important forms and guidelines:

- Daily Attendance Record model form
- Authorized Escorts List model form
- Daily Transportation Log model form and sample
- Guidelines for the Trip Coordinator Role and Responsibilities
- Nutrition and Physical Activity Regulations in Child Care Centers
- Nutrition and Physical Activity Best Practices for Child Care Centers
- Nutrition Guidelines for Parents

If you have any questions or to update your e-mail address, contact your local Bureau of Child Care office. For Bureau contact information, visit nyc.gov/health/childcare or call 311 and ask for "child care operations." Thank you for your continued efforts to provide safe, high-quality child care.

Sincerely,

Frank Cresciullo
Assistant Commissioner