

Dear Child Care Providers,

We would like to stay in communication regarding Coronavirus Disease (COVID-19) and provide you with the most up to date information available from Tennessee Department of Health and CDC. We also ask you to stay in communication with us regarding any impact your agency may be experiencing due to COVID-19.

The Tennessee Department of Health provides the most current information on their website regarding COVID-19 and resources to learn and understand facts about the disease. This site has a wealth of information such as preparedness tools, practice tools for educational institutions and general information for the public. We encourage you to review these resources so you are fully aware of all precautionary measures and updates as they occur. <https://www.tn.gov/health/cedep/ncov.html>. The CDC also has specific guidance for child care environments: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/index.html>

If your agency is impacted by COVID-19 (such as confirmed case of a child or educator), we ask that you contact your Licensing Program Evaluator via email. The email should include the following:

- Agency Name and Address
- Contact Name and Contact information
- How your agency has been impacted by COVID-19
- Plan of action for your agency
 - For example: if an educator is sick, will you engage a substitute? close the agency? if your agency is closed due to known contact; how will your agency clean to reduce further risk? policy in place to prevent/mitigate future risk? how long you will be closed, if applicable?.

We want to understand the situation at your agency, so we can best determine how to support you, but understand that not all questions can be answered. We will continue to remain flexible as your needs change.

We appreciate your efforts to continue to provide for the health and safety of children and to take precautions to reduce the risk as instructed by the Centers for Disease Control:

A Few Tips to Reduce the Spread of Infectious Diseases:

- *Stay informed with information from trusted sources such as the Centers for Disease Control and the Tennessee Department of Health for the latest updates. Encourage parents and caregivers to do the same.*
- *Emphasize common-sense preventative actions for students and staff. For example, emphasize actions such as staying home when sick; appropriately covering coughs and sneezes; cleaning frequently touched surfaces; and washing hands often.*
- *Ensure handwashing strategies include washing with soap and water for at least 20 seconds or using a hand sanitizer that contains at least 60% alcohol if soap and water are not available.*

Just like you, our staff are following these precautions to protect their health and the health of the broader community.

Thank you,

Tennessee Department of Human Services