Ministry of Education
Child Care Quality Assurance and Licensing Branch

900 Bay St, 24th floor
Mowat Block
Queen's Park
Toronto ON M7A 1L2

Ministère de l'Éducation
Direction de l'assurance des services de garde d'enfants et délivrance de permis

Édifice Mowat, 24e étage
900, rue Bay
Queen's Park
Toronto ON M7A 1L2

MEMORANDUM TO: Licensed Child Care Operators

FROM: Holly Moran
Director
Child Care Quality Assurance and Licensing Branch

DATE: August 20, 2015

SUBJECT: **Additional Information on First Aid Training Requirements**

I am writing to provide additional clarification about the requirement for certification in standard first aid set out in Ontario Regulation 137/15 under the *Child Care and Early Years Act, 2014* (CCEYA). The CCEYA and its regulations will be proclaimed and come into effect on August 31, 2015.

My July 10, 2015 memo set out what was needed to demonstrate compliance with the requirement that every employee working at a child care centre and every provider of home child care or in-home services have valid certification in standard first aid that includes infant and child CPR (O. Reg 137/15, ss. 58(2)).

As of August 31, 2015, licensees will be required to have the following available on site at the child care centre or home child care agency for ministry licensing staff:

- A list of all employees or providers who have valid certification in standard first aid, including infant and child CPR, as set out in the regulation;
- A written plan for remaining staff and/or providers to obtain valid certification in standard first aid, including infant and child CPR, to be fully completed **no later than September 1, 2016**.

Although the previous memo indicated that an upgrade from emergency to standard first aid would be considered acceptable to meet the Ministry of Education requirement, this is not a service that WSIB approved first aid training providers are able to offer. Therefore, if individuals are only certified in emergency first aid, **a full standard first aid training course will be required** to achieve valid compliance with Ontario Regulation 137/15.

It is important to note that WSIB approved providers may offer both emergency and standard first aid courses with a range of different CPR training options. **Not all providers offer infant and child CPR**. Licensees will need to contact the first aid training providers in their community to determine whether they offer a standard first aid course with infant and child CPR. Many providers have branded specific courses as "child care first aid and CPR"; however, it is the responsibility of the licensee to ensure that the course includes the required elements to be in compliance with Ontario Regulation 137/15.

The list of WSIB approved providers can be found here: WSIB Approved First Aid Training Providers

Please also note that any licensee who is registered with the WSIB must ensure they are meeting their first aid obligations as an employer under Regulation 1101. All employers covered by the WSIB are required to have first aid equipment, facilities and trained workers in all workplaces. Additional information can be found here: WSIB First Aid Program

I hope this information has been helpful. Please contact your Ministry of Education program advisor if you have any questions about compliance with Ontario Regulation 137/15.

If you have questions about your obligations as an employer covered by the WSIB, please contact your local WSIB office.

Sincerely,

Holly Moran