

GENERAL REGULATION

K.A.R. 28-4-133. Reporting critical incidents. This regulation shall apply to all day care homes, group day care homes, preschools, and child care centers.

- (a) Reports to parents and legal guardians. In addition to meeting the reporting requirements in K.A.R. 28-4-127, each primary care provider and each program director shall ensure that each of the following critical incidents is immediately reported to the parent or legal guardian of any child affected by the critical incident:
 - (1) Fire damage or other damage to the facility, or any damage to the property that affects the structure of the facility or the safety of the children in care;
 - (2) a vehicle collision involving any child in care;
 - (3) a missing child;
 - (4) an injury to a child that requires treatment by a health care professional;
 - (5) the death of any of the following:
 - (A) A child;
 - (B) a provider in a day care home or group day care home;
 - (C) an employee in a preschool or child care center; or
 - (D) a volunteer in a day care home, group day care home, preschool, or child care center; and
 - (6) any other occurrence that jeopardizes the safety of any child in care.
- (b) Written reports to the department. Each primary care provider and each program director shall ensure that a written report of any critical incident specified in subsection is submitted by the next working day to the department. The report shall be submitted on a form provided by the department. A copy of each critical incident report shall be kept on file at the facility for at least one year from the date of the critical incident.

(Authorized by and implementing K.S.A. 65-508; effective December 27, 2019.)