

**Appendix A- Emergency Plan Certification Requirements: OCDEL Guidance Chart**

New vs. Existing Requirement	Area of Compliance	Legal Citation	Regulatory Language	Sources of Evidence for Compliance	Date to Begin Measuring Compliance
<b>Existing Requirement</b>	Emergency Plan	55 Pa. Code § 3270.27(a)(1) § 3280.26(a)(1) § 3290.24(a)(1)	Shelter of children during an emergency including lock-down shelter in place at the facility and shelter at locations away from the facility premises.	The operator shall update the sections of their emergency plans that address lock-down shelter in place at the facility and shelter at locations away from the facility premises requirements.	December 19, 2020
<b>Existing Requirement</b>	Emergency Plan	55 Pa. Code § 3270.27(a)(5) § 3280.26(a)(5) § 3290.24(a)(5)	Accommodations for infants, toddlers, children with disabilities and chronic medical conditions.	The operator shall update the sections of their emergency plans that address special accommodations for infants, toddlers, children with disabilities and chronic medical conditions.	December 19, 2020

				<p>If the child care facility does <b>not</b> serve infants, toddlers, children with disabilities and chronic medical conditions, the emergency plan does <b>not</b> need to be updated.</p> <p>Updates <b>must</b> be included once services begins for any infants, toddlers, children with disabilities and chronic medical conditions.</p>	
<b>Existing Requirement</b>	Emergency Plan	55 Pa. Code § 3270.27(a)(6) § 3280.26(a)(6) § 3290.24(a)(6)	Emergency drills shall be conducted annually. Annual emergency drills shall be documented and on file at the facility.	The operator shall use the <a href="#">Emergency Drill Log (form CY 356)</a> or another document that <b>must</b> contains the information in the <a href="#">Emergency Drill Log (form CY</a>	December 19, 2021

				<a href="#">356</a> ) at the time of inspection.	
<b>Existing Requirement</b>	Emergency Plan	55 Pa. Code § 3270.27(c) § 3280.26(c) § 3290.24(c)	Each facility person shall receive training regarding the emergency plan at the time of initial employment, on an annual basis and at the time of each plan update. The date of each training and the name of each facility person who received the training shall be documented in writing and kept on file at the facility.	The operator shall require all facility persons have verification and completion of emergency plan training, initially and annually.	December 19, 2020
<b>Existing Requirement</b>	Emergency Plan	55 Pa. Code § 3270.27(f) § 3280.26(f) § 3290.24(f)	The operator shall send a copy of the emergency plan and subsequent plan updates to the local municipality and to the county emergency management agency.	The operator shall use the <a href="#">Emergency Plan Delivery Documentation (form CD 355)</a> or another document that <b>must</b> contain the information in the <a href="#">Emergency</a>	December 19, 2020

				<a href="#"><u>Plan Delivery Documentati on (form CD 355)</u></a> at the time of inspection.	
<b>New Requirement</b>	Additional Required Components of Emergency Preparedness and Response Planning	55 Pa. Code §3270.14	Compliance with pertinent laws and regulations.	The operator shall update the sections of their emergency plans that must address volunteer emergency preparedness training, practice drills, and continuity of operations.	July 1, 2022
		§3280.14 §3270.21 §3280.20 §3290.18	Conditions at the facility may not pose a threat to the health or safety of the children		