

# The Good Health Handbook:

## A Guide for Those Caring for Children



Oklahoma State  
Department of Health  
Creating a State of Health



# GOOD HEALTH HANDBOOK

## Table of Contents

<b>Introduction</b>	p. 1
<b>Common Health Myths</b>	p. 2
<b>Chapter 1: The Successful Caregiver</b>	p. 7
Code of Ethical Conduct	p. 9
Cultural Considerations & Valuing Diversity	p. 11
Professional Development	p. 13
- Values and Ideals	p. 15
Taking Care of Yourself	p. 17
Working with and Including Families	p. 19
<b>Chapter 2: Healthy Living and Health Promotion</b>	p. 23
Importance of Healthy Living	p. 25
Environmental Health	p. 25
• Air quality	p. 25
• Art supplies	p. 26
• Cleaning products	p. 26
• E-cigarettes/vapor products	p. 26
• Lead	p. 27
• Mold	p. 28
• Pest prevention and pesticide use	p. 28
• Pet allergies	p. 29
• Plastic	p. 29
• Radon	p. 29
• Recycling and garbage storage	p. 29
• Education and awareness	p. 30
Immunization Information	p. 31
• Compliance with state law	p. 31
• Where to access current immunization schedule	p. 31
• Vaccine-preventable diseases	p. 33
• Importance of adult immunizations	p. 36
• The FLU SHOT	p. 36
Nutrition for Young Children	p. 37
• Breastfeeding and infant nutrition	p. 37
• Child nutrition	p. 41
• Child and Adult Care Food Program (CACFP) information	p. 44
• Family style dining	p. 44
• Healthy menu planning	p. 45

• Menu planning checklist	p. 46
• Nutrition checklist	p. 46
Oral Health	p. 49
• Developmental stages and concerns	p. 49
• Early childhood caries (baby bottle tooth decay)	p. 51
• Eruption chart for primary (baby) teeth	p. 52
• Helpful links	p. 53
• Provide oral health care in early childhood settings	p. 55
• Teething	p. 57
Physical Fitness	p. 59
• <i>Let's Move!</i> – Importance of physical activity	p. 60
• Outside play	p. 61
• Weather	p. 62
• Safety	p. 62
• Screen time	p. 63
Physical activity guidelines	p. 65
• Ideas for physical activities inside and outdoors	p. 65
• Importance of outdoor time	p. 66
Social Emotional Health	p. 69
• Healthy Social-Emotional Development in Infants & Toddlers	p. 69
• Promoting Social-Emotional Health in Children	p. 71
<b>Chapter 3: Policies &amp; Procedures</b>	p. 75
Establishing written policies for your program	p. 77
Privacy and confidentiality	p. 79
Sample policies and procedures	p. 81
<b>Chapter 4: Child Development &amp; Guiding Children's Behavior</b>	p. 93
Biting in the Toddler Years	p. 95
Bully Awareness and Prevention	p. 97
Child Development – Important Milestones	p. 103
Children and Stress	p. 115
• Divorce	p. 117
• Emergencies	p. 120
• Grief and Loss	p. 121
• Separation Anxiety	p. 123
Communication is the Key	p. 125
Infant Crying	p. 131

Positive Guidance and Setting Limits	p. 133
• Guiding Children’s Behavior	p. 133
• Managing Challenging Behavior	p. 133
• Preventing Expulsions & Suspensions	p. 135
• Time In – Comfort Corner	p. 137
Supporting Children and Families in the Military	p. 139
Toilet Learning in Child Care	p. 141
- Constipation in Young Children	p. 143
Understanding Early Sexual Development	p. 145
<b>Chapter 5: Injury Prevention and Infection Control</b>	p. 147
Childhood Injury Prevention	p. 149
• Bicycle safety	p. 150
• Burn prevention	p. 150
• Choking hazard safety	p. 151
• Emergency preparedness	p. 152
• Emergency supplies list	p. 154
First aid kit list	p. 154
• Fall prevention	p. 155
• Infant safe sleep	p. 156
• Motor vehicle safety	p. 158
Car safety seats	p. 158
Kids in hot cars	p. 159
• Poison prevention	p. 160
• Suffocation & strangulation prevention	p. 160
• Sun safety	p. 161
• Water safety	p. 161
• Weapons and ammunition safety	p. 162
Infection Control	p. 163
• Appropriate antibiotic use	p. 164
• Communicable disease	p. 165
• Cover Your Cough	p. 165
• Decrease the spread of disease	p. 166
• Outbreaks of illness	p. 166
• Proper diapering procedures	p. 167
Diaper rash	p. 168
• Proper hand washing procedures	p. 169
• Universal (Standard) precautions	p. 169
• Updated bleach /water concentration information	p. 171

<b>Chapter 6: Guidelines for Childhood Injuries</b>	p. 173
About the Guidelines	p. 175
When to Call Emergency Services	p. 177
Allergic Reaction	p. 179
Bites (Human & Animal)	p. 180
Bites (Insect & Spider)	p. 181
Bleeding	p. 182
Blisters	p. 183
Bruises	p. 184
Burns	p. 185
Cardiopulmonary Resuscitation (CPR)	p. 186
Choking	p. 190
Cuts, Scratches, & Scrapes	p. 191
Ears	p. 192
Electric Shock	p. 193
Eyes	p. 194
Fainting	p. 196
Finger/Toenail Injury	p. 197
Fractures, Dislocations, Sprains, or Strains	p. 198
Frostbite	p. 199
Head Injuries	p. 200
Heat Stroke – Heat Exhaustion	p. 201
Hypothermia (Exposure to Cold)	p. 202
Mouth and Jaw Injuries	p. 203
Neck and Back Pain	p. 204
Nose	p. 205
Object in Nose	p. 206
Poisoning & Overdose	p. 207
Puncture Wounds	p. 208
Shock	p. 209
Snake Bite	p. 210
Splinters	p. 211
Stings	p. 212
Teeth	p. 213
Ticks	p. 215
Unconsciousness	p. 216
<b>Emergency Phone Numbers Form</b>	p. 217
<b>Chapter 7: Managing Childhood Illnesses and Infestations</b>	p. 219
Daily Health Check	p. 221
Recommendations for Exclusion	p. 222
Caring for Sick Children	p. 225
Medication Administration	p. 228

**Alphabetical Listing of Illnesses and Infestations**

Bed bugs	p. 233
Campylobacter	p. 235
Chickenpox	p. 237
Common Cold	p. 239
Conjunctivitis (Pink Eye)	p. 241
Cradle Cap (Seborrhea)	p. 243
Cytomegalovirus (CMV)	p. 245
Diarrhea	p. 247
Diphtheria	p. 249
Ear Infection (Otitis Media)	p. 251
Ebola	p. 253
E-coli	p. 257
Fever	p. 259
Fifth Disease	p. 261
Flu (Influenza)	p. 263
Giardiasis	p. 265
<i>Haemophilus Influenzae</i> Type b (Hib Disease)	p. 267
Hand-Foot-and-Mouth Disease	p. 269
Head Lice	p. 271
Headache	p. 275
Hepatitis A	p. 279
Hepatitis B	p. 281
Hepatitis C	p. 283
Herpes Simplex	p. 285
Human Papillomavirus (HPV)	p. 287
Impetigo – see <i>Skin Infections</i>	
Measles	p. 289
Meningitis	p. 291
Molloscum Contagiosum	p. 293
Mononucleosis	p. 295
MRSA (Methicillin-resistant staphylococcus “Staph” aureus) – see <i>Skin Infections</i>	
Mumps	p. 297
Norovirus	p. 299
Pinworms	p. 301
Pneumonia	p. 303
Respiratory Syncytial Virus (RSV)	p. 305
Ringworm	p. 307
Roseola	p. 309
Rotavirus	p. 311
Roundworms	p. 313
Rubella (German Measles)	p. 315
Salmonella	p. 317
Scabies	p. 319
Shigella	p. 321
Shingles (Herpes Zoster)	p. 323

Skin Infections – includes Impetigo, MRSA, & Staphylococcus	p. 325
Staphylococcus – see <i>Skin Infections</i>	
Strep Throat and Scarlet Fever (Group A Streptococci)	p. 327
Styes and Eyelid Conditions	p. 329
Thrush	p. 331
Tuberculosis (TB)	p. 333
Urinary Tract Infections (UTIs)	p. 335
Vomiting	p. 337
Warts	p. 339
Whooping Cough (Pertussis)	p. 341
<b>Chapter 8: Managing Chronic Medical Conditions and Special Health Care Needs</b>	<b>p. 343</b>
Introduction	p. 345
• Definition	p. 345
• Americans with Disabilities Act (ADA)	p. 345
• Benefits of Inclusion	p. 346
Allergies	p. 349
- Managing Food Allergies	p. 351
Anemia	p. 353
Asthma	p. 355
Attention Deficit Hyperactivity Disorder (ADHD)	p. 357
Autism Spectrum Disorder (ASD)	p. 359
Diabetes	p. 361
Diabetes and Developmental Issues	p. 365
Eczema	p. 368
Hearing Loss	p. 369
HIV/AIDS	p. 371
Juvenile Rheumatoid Arthritis	p. 373
Seizure Disorders	p. 375
Sickle Cell Disease	p. 377
Visual Impairment	p. 379
Special Needs Rate and Certification Process	p. 381
Training & Other Resources	p. 382
<b>Chapter 9: Child Abuse</b>	<b>p. 383</b>
What is the Law?	p. 385
When and How to Report	p. 385
When a Child Tells You about Abuse	p. 386
Types of Abuse	p. 388
• Child Neglect	p. 388
• Emotional Abuse	p. 389

• Physical Abuse	p. 389
• Sexual Abuse	p. 391
Caring for Children Who Have Been Abused/Neglected	p. 395
Child Abuse Prevention	p. 397
• When the baby won't stop crying – the Period of Purple Crying	p. 397
• Working with families – the Strengthening Families protective factors	p. 399
<b>Appendices: Handouts, Resources, and Sample Forms</b>	p. 401
<b>Handouts</b>	
Biting Fact Sheet	p. 403
Carbon Monoxide Fact Sheet	p. 405
Child Care Meal Pattern	p. 407
Children and Divorce	p. 411
Cleaning, Sanitizing & Disinfecting	p. 413
New Bleach Solution Guidelines	p. 415
Cover Your Cough	p. 417
Daily Health Check	p. 419
Diapering Procedures	p. 421
Exclusion Criteria for Children Who Are Ill	
“Keep me home if...”	p. 423
Healthy Eating and Daily Food Plan/ChooseMyPlate poster	p. 425
Never Shake a Baby	p. 427
Reportable Diseases/Conditions in Oklahoma	p. 429
Toothbrush Storage	p. 431
Sexual Development & Behavior in Children	p. 433
Summer Heat Safety	p. 441
Sun Safety Action Steps	p. 443
Wash Hands Properly	p. 445
When to Wash	p. 447
<b>Resources</b>	
Child Care Warmline	p. 449
Child Care Warmline Phone Codes	p. 450
County Health Department List	p. 455
Developmental and Behavioral Resources	p. 459
Health and Safety Resources	p. 461
<b>Sample Forms</b>	
Anaphylaxis Emergency Action Plan	p. 465
Food Allergy and Anaphylaxis Emergency Care Plan	p. 467
Asthma Action Plan for Children 0 – 5 Years	p. 469
Asthma Action Plan for Children 6 Years or Older	p. 471



Cleaning Schedule	p. 473
Consent for Release Confidential Information	p. 475
Consent for Release of Staff Health Records	p. 477
Diabetes Medical Management Plan	p. 479
Diabetes Hyperglycemia Management	p. 481
Diabetes Hypoglycemia Management	p. 483
Diabetes Management Log	p. 485
Eco-Healthy Child Care Checklist	p. 487
Emergency Drill Log	p. 491
Health & Safety Checklist	p. 493
Incident Report Form	p. 509
<i>Let's Move!</i> Child Care Checklist	p. 511
Medication Administration Form and Log	p. 513
Medication Incident Report	p. 517
Permission to Apply Sunscreen	p. 519
Permission to Photograph	p. 521
Permission to Transport	p. 523
Safe Sleep Policy for Infants in Child Care	p. 525
Seizure Activity Log	p. 527
Seizure Care Plan	p. 529
Special Health Care Plan	p. 531
Symptom Record	p. 535
<b>References</b>	p. 537
<b>Index</b>	p. 539