



EEC Transportation Training

Fall 2020



Welcome

This training is for Contract Providers, Family Child Care Systems, Voucher Providers, Licensed Providers/Educators, and any organization or company that provides transportation services to the Commonwealth's youngest citizens. Its focus is on all aspects of transportation compliance, both the policy and process for each of the areas listed below.

AGENDA

Types of Programs Offering Transportation

Licensing Regulations (606 CMR 7.13)

Child Care Playbook Transportation

Registry of Motor Vehicle (RMV) 7D Changes

Background Record Checks

Transportation Oversight and Contract Requirements

Transportation Billing

Audit and Compliance Monitoring

Relevant Links

Questions

- **Alicia Siryon-Wells**, Associate Commissioner for Audits and Teacher Qualification
- **Randall Wong**, Subsidy and Transportation Compliance Monitor
- **Lorrie Roccoforte**, Background Record Check Supervisor

Types of Programs Offering Transportation



Program Type	Independent Family Child Care Provider	Center Based Care Provider	Family Child Care System/System Provider
SUBSIDY	<ul style="list-style-type: none"> ❖ Needs Transportation Addendum with CCR&R, either: <ul style="list-style-type: none"> ❖ Employs their own drivers OR ❖ Hires transportation subcontractor 	<ul style="list-style-type: none"> ❖ Has EEC contract funding or Transportation Addendum with CCR&R and <ul style="list-style-type: none"> ❖ Employs their own drivers OR ❖ Hires transportation subcontractor 	<ul style="list-style-type: none"> ❖ Has EEC contract funding or Transportation Addendum with CCR&R and <ul style="list-style-type: none"> ❖ Employs their own drivers OR ❖ Hires transportation subcontractor
PRIVATE	<ul style="list-style-type: none"> No EEC contract funding or Transportation Addendum with CCR&R, either: <ul style="list-style-type: none"> ❖ Employs their own drivers OR ❖ Hires transportation subcontractor 	<ul style="list-style-type: none"> ❖ No EEC contract funding or Transportation Addendum with CCR&R, either: <ul style="list-style-type: none"> ❖ Employs their own drivers OR ❖ Hires transportation subcontractor 	Not Applicable

Subcontracted Transportation Services



Defined:

- When the Licensee/System hires a transportation company to transport children instead of owning their own vehicles and hiring their own staff, the subcontracted transportation provider needs to comply with all EEC regulations.

Responsibilities:

- The Licensee/System must collect and keep in their files all of the required documentation per EEC regulations and Subsidy contract requirements.
- Ensure contract agreements are in place, including but not limited to:
 - Details on specific Terms and Conditions
 - Reviewed annually
 - State rate structure, rates, payment terms, and reimbursement policies



Transportation Utilization July-September 2020

	Type of provider		July child transportation		August child transportation		September child transportation	
Region	FCC	GSA	FCC	GSA	FCC	GSA	FCC	GSA
Central	54	9	81	12	93	12	112	150
Metro Boston	24	21	45	110	51	94	69	215
Northeast	40	32	86	218	104	271	115	462
Southeast and Cape	20	87	45	758	45	932	51	1,941
Western	19	47	53	234	54	265	58	470
Totals	157	196	310	1,332	347	1,574	405	3,238
			1,642 total		1,921 total		3,643 total	

Licensing Regulations

606 CMR 7.13

- Written Plan for Transportation must address:
 - The safety and supervision of children during transport
 - How the children are transported including in emergencies and on field trips
 - The safety and supervision of children who walk and who arrive by public transportation
 - Any special arrangements for children with disabilities
- Written parental consent for each child's individual transportation plan (sample <https://www.mass.gov/doc/transportation-plan-and-authorization/download>)

606 CMR 7.13(3) Transportation



When a program provides or contracts for transportation they must establish policies and procedures to keep children safe while transported, that includes the following information:

- Transportation coordinator for the program and their contact information
- Contact person during transport times
- How transportation is provided
- Who is providing the transportation, the licensee or if a subcontractor, their information
- Who is supervising the children during transport
- How transportation staff manage disruptive behavior
- How transportation staff handle medical emergencies

606 CMR 7.13(3) Transportation continued



- System of communication available to driver
- Actions transportation staff will take if child is not at pick-up location or caregiver not available during drop off
- What transportation staff do if vehicle is disabled
- To whom and by whom moving violations or accidents that occur while children are transported must be reported
- Ensure compliance with the Americans with Disabilities and Rehabilitation Acts
- If transportation is through a subcontractor, append the contract with the subcontractor provisions on how to notify the licensee of any accidents, breakdowns, and moving violations while children are transported
- Make a copy of transportation policies and procedures available on request

606 CMR 7.13(4) Vehicle and Driver Requirements



- Vehicle and driver must conform to 7D (8 or fewer passengers) or School Bus (more than 8 passengers) requirements; vehicle inspections, driver certifications
- Driver and attendants oriented to transportation plan
- At least one person certified in first aid and CPR
- One particular driver is regularly assigned to each route
- Plan for substitute drivers, who must fully comply with all applicable EEC and RMV requirements as for regular drivers
- Attendance taken before and after each trip, vehicle inspection after each trip to ensure children not left alone on vehicle (EEC policy *Procedures for the Drop-Off and Pick-Up of Children by Transportation Providers and Parent/Program Notification 606 CMR 7.13*)
<https://www.mass.gov/media/11076/download>
- No smoking when children present, if smoking has occurred the vehicle is properly ventilated prior to use by children

Sample Passenger Log Details

- The sample passenger log details the required areas that meet all EEC regulations. Below are the requirements:
 - Driver and monitor (if applicable) written full name must be shown
 - Vehicle number
 - Date of trip
 - Child full name
 - Pick-up and drop-off times shown
 - Driver/monitor signature attests to post-trip inspection of vehicle for children after each trip
- *Recommendation:* use an abbreviation key to ensure clarity when reviewing passenger logs. Example: A – Absent, NS – No Show, etc.
- Retain passenger logs for seven years

Sample Transportation Passenger Log



<https://www.mass.gov/doc/sample-transportation-passenger-log/download>

Sample Transportation Passenger Log

Date of Service: _____

Transportation Provider: _____

Van Number: _____

Driver Name (print): _____

Monitor Name (print): _____

Transportation Delivery Type: check one

☐ AM service

☐ PM Service

Child Information		Pick-Up Verifications		Drop-Off Verifications		Route Delay
Last Name	First Name	Time	Parent/guardian/ staff/provider name	Time	Parent/guardian/ staff/provider name	Driver's Notes ex. weather, traffic, no one home etc.
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						

By signing this transportation log, I verify that I have physically walked through the vehicle and inspected all seat surfaces, under all seats and in all compartments or recesses of the vehicle's interior.

Driver Signature _____

Time _____

Monitor/Additional Reviewer Signature (if applicable) _____

Time _____

Copies of completed Transportation Logs must be sent to the Provider/System. Original records shall be maintained by the Transportation Provider.



Post-trip Inspection

- EEC and RMV regulations require that the driver of any vehicle operated by or contracted by a program to transport children must complete a thorough inspection of the vehicle at the conclusion of every trip to ensure that no child remains on the vehicle.
- This means that the driver must walk from the front to the back of the bus or van, checking on and under every seat, or in any location where a child might be hidden.
- Young children, particularly, are likely to fall asleep in a moving vehicle, and laying down on the seat or on the floor of the vehicle will prevent the child from being seen from the front of the van or bus.
- It is critical that the driver visually inspect the vehicle purposefully and mindfully. A child's life may be at stake. Please note that there also must be a 2nd reviewer after each trip!
- For each arrival and departure of a transportation vehicle to and from the program there must be a corresponding completed passenger log.

606 CMR 7.13(5) Insurance



- All vehicles transporting children must have at least the following minimum amounts* of liability insurance:
 - a) Injury per person: \$100,000,
 - b) Injury per accident: \$300,000,
 - c) Property damage: \$5,000.

*Consult with your insurance agent about the appropriate coverages including umbrella insurance coverage to ensure there is sufficient coverage for your business.

606 CMR 7.13(6): Transportation Safety



- One child per seat, seated when vehicle is in operation, use of suitable child seats, no child under 12 in the front seat
- Attendant required when more than 8 children
- Must have children's emergency contact information in vehicle
- Dangerous objects must be in trunk or cargo area and securely fastened
- Must report all accidents involving program-owned or operated vehicles—programs to EEC regional office, FCC system to Transportation Compliance
- Program must communicate to transportation personnel any known medical, behavioral, or other pertinent history of a child to help in transport
- Driver may only release to people known to driver and authorized by parent in writing to receive the child
- Children must not be regularly transported for more than 45 minutes each way between home/school and the program
- Vehicle must have easily accessible: first aid kit, seat belt cutter, along with other RMV required equipment
- Must have a way to make emergency calls

COVID-19 Child Care Playbook Minimum Requirements for Health and Safety—Transportation



- Physical distancing of at least 6 feet to greatest extent possible.
 - Each vehicle individually assessed based on seating arrangements, for example, are there family members being transported?
- Hand washing required after exiting vehicle and prior to boarding vehicle.
- Vehicle supplies include tissues, hand sanitizers, face masks, cleaning supplies, and garbage bags in vehicle.
- Signed daily health attestation given to transportation staff before boarding vehicle (Playbook page 56), then given to program upon arrival, program conducts visual wellness check upon arrival.
 - For school age children coming from school to the program, the parent can send the signed attestation with the child in the morning and the program can accept it when the child arrives when the visual wellness check is conducted by the program
- Drivers and monitors must wear face masks at all times.

COVID-19 Child Care Playbook Minimum Requirements for Health and Safety—Transportation continued



- Face masks for children:
 - Under age 2 no mask
 - Age 2 to 6 encouraged to wear mask
 - Age 7 and older must wear mask
- Windows must be kept open, where safe to do so
- Vehicle fan settings for fresh air, not recirculated
- Vehicle must be wiped down between different groups of children
- Vehicle interior cleaned after each route
- Vehicle disinfected to clean high-touch surfaces at least once each day

Check for Playbook revisions



Transportation Policy Ideas

In addition to the procedures that EEC and RMV regulations require, providers, systems and subcontractors may have their own transportation procedures that drivers are expected to follow to protect children. Other practices that may help prevent errors include:

- Ask parents to initial the trip log when their child comes on or off the vehicle.
- Assign and maintain consistent seating on the vehicle.
- Maintain the route, even if you know in advance that a child will be absent as changes in routine often contribute to mishaps.
- Driver calls in at the end of the route to verify that the bus or van is empty.
- In order to protect children from “human error”, programs have transportation procedures that include multiple checks – multiple opportunities to correct mistakes and keep children safe.

Transportation Policy Ideas continued



- Program staff meet the vehicle to verify children expected to arrive on vehicle are accounted for before vehicle leaves—this is especially needed if your program is not the last stop for the vehicle.
- After all children are accounted for coming off the vehicle, they are escorted to their classrooms where the classroom teacher takes attendance again against a current list of expected children. This provides a second back-up in case either or both of the earlier procedures are overlooked.
- Other ideas to share?

Registry of Motor Vehicles (RMV) 7D Changes



- ❑ 7D vehicles must comply with the RMV regulations effective July 1, 2020, limiting seating to 11 (driver plus 10 passenger seats)
- ❑ 12 seat vehicles (driver plus 11 passenger seats) may apply for a waiver or cancel the 7D registration; without a waiver, this is an unregistered vehicle and if pulled over would result in the vehicle being emptied and immediately removed from service
- ❑ 13 seat and larger vans are illegal and must NOT be used for transporting children
- ❑ Vehicle modifications for COVID-19 should get RMV review

RMV Resources

- ❑ *7D Regulation information:* <https://www.mass.gov/info-details/7d-regulation-changes-for-driver-training-and-school-pupil-vehicles>
- ❑ *7D Correspondence contact:* SchoolBus7DNotify@dot.state.ma.us

Background Record Checks

Policy and Process



Summary of the Background Record Check (BRC) Requirements

- Transportation Personnel as defined in 606 CMR 14.00 includes any individual or a corporation who provides transportation services on behalf of any Program licensed, approved or CCDF-funded, whether directly employed or sub-contracted with a program.
- **NOTE NEW POLICY** All transportation personnel are presumed to have unsupervised contact with children and must be fully suitable before they can provide services to children in an EEC licensed, funded or approved program. They are not eligible for provisional status and you must have a “suitable” suitability determination letter from EEC before they can begin providing services.
- Contracts with transportation providers should include language requiring that all transportation personnel receive a BRC through EEC

Summary of the Background Record Check (BRC) Requirements continued



- A BRC consists of a Criminal Offender Record Information ("CORI") check, Department of Children and Families ("DCF") check, Sex Offender Registry Information ("SORI") check, and a fingerprint-based check of the state, as well as National Sex Offender Registry (NSOR)
- Programs must enter applicants through BRC manager or submit BRC Consent Form by mail to EEC's BRC Unit
- EEC reviews all BRC information for all program types and will issue a decision of either suitable or not suitable
- A transportation employee cannot begin working at a program unless and until he/she has received a final suitable determination letter

Process to Obtain BRC Suitability Determinations for Transportation Personnel



- The FCC system can establish a BRC Manager account with EEC and submit BRC Requests for their drivers through that account.
- Instructions for EEC programs on setting up a BRC Manager account and affiliating with a transportation agency are contained in the BRC Managers User Guide and the addendum to the user's guide.
- Application process for Transportation Agencies to request an account with EEC.
 - Transportation companies needing to establish a BRC Manager account can contact the BRC Unit at 617-988-7841 to request the application to establish an account.
 - Upon request the transportation agency will be sent the following Agency Account Application and Agency Administrator Request Form and asked to submit them in order to establish a BRC Manager Account.
 - Upon receipt of a completed form EEC will process the Agency Administrator's BRC. Once their BRC is approved, EEC will send the Transportation Agency instructions on how to establish and use their BRC Manager Account.

Process for Center Based Child Care Licensed, Approved or Funded Programs to Obtain Suitability Determinations for Transportation Personnel



- If the candidate is employed directly with your program, the candidate's BRC should be submitted through your BRC Navigator account. Important Note: You will automatically receive a provisional status notification for candidates entered as employees once their fingerprints are scanned, this should be ignored for those candidates who are transportation personnel as they are not eligible for provisional status in that particular role.
- If the candidate is not employed directly by your program you have the option of accessing their EEC suitability determination in one of two ways.
 - Obtain the consent form directly from the candidate and submit their BRC request through your BRC Navigator account and choose the "affiliated person" role when submitting the request in BRC Navigator.
 - The company the candidate is employed with can establish a BRC Manager account with EEC for the purposes of submitting BRC requests for their staff that provide services to EEC licensed, funded or approved programs. Your agency will also need to establish a BRC Manager account if they don't already have one. This may require that you submit a BRC for the administrator of this account. Note: BRC Manager is a separate system than BRC Navigator.

**Process for Center Based Child Care Licensed, Approved or Funded
Programs to Obtain Suitability Determinations for Transportation
Personnel continued**



- Once both parties have BRC Manager accounts set up, you can affiliate with the transportation agency through EEC's BRC Manager system. Affiliating with a transportation company through BRC Manager will give you access to suitability determinations for their transportation personnel that they submitted BRC requests for. This method may work best for transportation personnel that provide services to numerous EEC programs.



**Transportation Oversight and
Contract Requirements for All EEC
Funded Child Care Providers
(Group, School Age
and Family Child Care)**

When transportation is provided to children in an EEC Subsidy (Contract Slot/Voucher)



Based on Parent Need

- Income Eligible (must meet eligibility)
- Teen
- Homeless
- Department of Transitional Assistance (DTA)

Required based on DCF authorization

- Supportive/DCF (transportation requirement waived during COVID-19 emergency)

Transportation during COVID-19 must abide by Child Care Playbook.



Subsidy Transportation

Region <input type="button" value="▼"/>	7/1/2020	8/1/2020	9/1/2020	Grand Total
R1 - Western MA	498	463	460	1,421
R2 - Central MA	543	557	540	1,640
R3 - Northeast MA	632	602	627	1,861
R4 - Metro	107	88	106	301
R5 - Southeast and Cape MA	486	490	516	1,492
R6 - Metro Boston	341	341	341	1,023
Grand Total	2,607	2,541	2,590	7,738

Represents number of subsidy children billed for service months of July 2020 through September 2020.

Subsidy Type <input type="button" value="▼"/>	7/1/2020	8/1/2020	9/1/2020	Grand Total
DTA	678	654	657	1,989
HOME	55	56	55	166
IE	805	801	837	2,443
SUP	1,027	988	991	3,006
TEEN	42	42	50	134
Grand Total	2,607	2,541	2,590	7,738

****52% decrease in comparison with July through September 2019.***



EEC Contract Requirements

- [Financial Assistance Policy Guide](#) , Appendix E effective 9/29/2020
 - The Subsidy Administrator must document the parent's reason for needing transportation funding, taking into consideration such factors as:
 - The availability of public transportation;
 - Whether a parent has a car;
 - Any physical incapacity of the parent that may prevent the parent from transporting the child; and
 - Whether the parent's work schedule prevents transportation of the child to or from care.
 - Exceptions require EEC written approval.
 - 45-minute travel time limit for transportation (one-way)
 - All transportation including through subcontractors must comply with RMV standards as well as EEC regulations
 - Written Transportation Policies
 - Written Transportation Oversight Plan



- Designation of specific staff person (transportation coordinator) responsible for transportation services
 - To coordinate the transportation system
 - To hear and address consumer concerns, complaints, or suggestions
- Program must discuss with parents the transportation policies and identity of the transportation coordinator
- Policies must include:
 - Procedures when children/parents are not ready for pick-up or drop-off
 - The maximum amount of time drivers will wait for unprepared families or the return of an absent adult at drop-off
 - The amount of time professional staff will assume responsibility for trying to locate an absent parent or other emergency contact before taking additional steps such as filing a 51A
 - The process for addressing misbehavior of children during transport
 - Documentation and reporting of accidents
 - The possible consequences for a family's misuse of transportation

Guidance for Developing a Transportation Oversight Plan



<https://www.mass.gov/doc/guidance-for-developing-the-transportation-oversight-plan-0/download>

Plan must provide descriptions of how the following areas will be addressed by the program and subcontractor:

- Safety Training for Drivers and Monitors
 - **Annual** completion of StrongStart Transporting Children Course
- Registering drivers and monitors in the Professional Qualifications Registry
- Supervision of Drivers and Monitors
 - Policies and procedures that address hiring, discipline, complaints and procedure for use of substitutes
- Notice to EEC of substantial changes to transportation services
 - Change in vendor or a change in transportation administration
- Policy for maintaining current documentation on-site
 - Plans to inform all drivers and monitors of the written transportation plan as well as its plan to maintain a signed statement from the drivers and monitors that they have received copies of these documents

Guidance for Developing a Transportation Oversight Plan

Continued



- Policy and Procedure for Notifying Parents
 - How the program will notify parents immediately if/when a child does not arrive at child care within 30 minutes of his/her scheduled arrival time
- Policy and Procedure for Conducting Post-trip Checks
 - Driver and a second reviewer will conduct post-trip checks consistent with the requirements upon dropping off the last child of each trip
- Policy and Procedure for Maintaining Passenger Logs
 - Driver will carry and complete a passenger log for each route that is consistent with requirements
- Transportation Safety Plan
 - How will program ensure compliance with 606 CMR 7.13
- Updated transportation plan and transportation oversight plan need to be submitted to EEC by **January 15, 2021.**

Transportation Billing for EEC Subsidized Child Care (contracted slot or voucher)



Transportation Billing Policy

- Transportation will be reimbursed the approved rates whenever the provider incurs a transportation expense for subsidized children.
 - Must be authorized to receive reimbursements.
 - Incurred costs is when costs have already been spent to transport the child.
- Transportation Reimbursement Rates \$6.00 One Way, \$9.00 Two Way
- What can you bill for?
 - All one or two way transportation for any EEC subsidized child *approved* for transportation to which the child received actual service.
 - All one or two way transportation to which the driver attempts to pick up child but child is absent.
- What can't you bill for?
 - Transportation canceled due to no driver available to transport the children. (Vacations, expired 7D)

Transportation Billing Policy (COVID Reimbursement)



During COVID-19 Emergency transportation may be reimbursed as permitted in the Financial Assistance Policy and Procedures Manuals updated September 29, 2020. Refer to Appendix C, Reimbursement.

- ***For March 23, 2020 through June 30, 2020***

- Reimbursed Child Care Educators/Providers based on active placements.
- Billing for Transportation based on incurred cost was allowable. Child must have been authorized and approved for Transportation.

- ***For July 2020***

- Provisional approval to reopen and open in July for reimbursement based on children's enrollment, not yet attended.
- Billing for Transportation based on incurred cost was allowable. Child must have been authorized and approved for Transportation.

- ***August 2020***

- Reimbursement based on actual confirmed enrollment.
- Billing for Transportation based on incurred cost was allowable. Child must have been authorized and approved for Transportation.

Transportation Billing Policy (COVID Reimbursement)



- **For September 2020 through Fiscal Year 2021 EEC will reimburse:**
 - Reimbursement based on actual confirmed enrollment or attendance.
 - Billing for Transportation based on incurred cost is allowable. Child must be authorized and approved for Transportation.
 - Parent will have to abide by all subsidy requirements, including reauthorizing by their end date. If a parent does not reauthorize in a timely manner, payment will not continue past the authorization end date.
- **General Emergency Closures**
 - Refer to the reimbursement policies for these closure types.
- Communication between key personnel regarding child transportation, child absences, and child attendance is vital for accurate CCFA billing.

Transportation Billing Policy continued



Attendance Codes	Closure Codes
A0—Attended, no transportation	CF0—Approved closure (full), no transport
A1—Attended, 1 way transport	CF1—Approved closure (full), 1 way transport
A2—Attended, 2 way transport	CF2—Approved closure (full), 2 way transport
UA0—Unexplained absence, no transportation	CP0—Approved closure (part), no transport
UA1—Unexplained absence, no transport	CP1—Approved closure (part), 1 way transport
UA2—Unexplained absence, 2 way	CP2—Approved closure (part), 2 way transport
EA0—Explained absence, no transport	IC0—Intermittent closure, no transport
EA1—Explained absence, 1 way	IC1—Intermittent closure, 1 way transport
EA2—Explained absence, 2 way	IC2—Intermittent closure, 2 way transport
	UC—Unapproved closure

Audit and Compliance Monitoring

How to prepare for a Monitoring Visit?

(EEC Direct Contract Providers and Family Child Care Systems)

EEC Transportation Monitoring Process

- Identification of Transportation Services
- Risk Assessment Analysis Review (RAAR)
- Development of the On-Site and Desk Monitoring Review Schedule
- On-Site and Desk Monitoring Review
- Corrective Actions

Required Documents for Monitoring

- Based on sample list of children billed for a specific service month
 - Parent need forms for each child
 - Passenger logs
 - Attendance records
 - DCF Referrals indicating “transportation needed”
- Transportation Plan and Transportation Oversight Plan
- Driver and Monitor files with all required documentation for both review month and current (as of the review date)
<https://www.mass.gov/media/11056/download>
- Required documents for all vehicles used for Transportation for both review month and current (as of the review date)
<https://www.mass.gov/media/11061/download>
- Contracts with all Transportation companies utilized
- Transportation Billing Procedures



Areas of Non-Compliance Historically

- Drivers should not transport children if:
 - They are not in compliance with BRC requirements, have an expired license, 7D license, or school bus certificate
- Vehicles should not be used if they have expired or failed inspections
- Violation of the transportation regulations under 606 CMR 7.13
- Billing
 - Must be based on what was submitted on the parent need form.
 - Must correlate with Passenger Logs and Attendance.

Continued non-compliances may result in the termination of your transportation contract and/or transportation addendum.

Transportation Incident Review

- Types of Incidents:
 - Motor Vehicle Accident
 - 51A Report of Abuse in relation to a transportation issue

Contract Providers and Family Child Care Systems notify EEC Regional Office and/or Transportation Compliance Monitor

- Prepare to submit
 1. A description of the incident (i.e. copy of accident report, narrative of driver/monitor, etc.);
 2. An update on the health status of anyone injured (i.e. children, driver, monitor, other staff, anyone else);
 3. A copy of the transportation policy, oversight plan and procedures for transporting children;
 4. A copy of the policy and procedures used to randomly monitor the policy and procedures carried out by the drivers, monitors and staff;

Transportation Incidents continued

5. A list of the trainings, and the frequency of the trainings, provided to the transportation staff (i.e. drivers, monitors, other staff, etc.) involved in transportation services;
 6. A copy of the agreement with the subcontracted transportation company, if applicable;
 7. Status of the Filed 51A, if applicable.
- Follow-up could include:
 - Corrective Action Plan
 - Affecting your ability to take subsidized children and result in the termination of your contract
 - Further legal action or other resolution





Relevant Links

EEC Regulations 606 CMR 7.13 <https://www.mass.gov/regulations/606-CMR-700-standards-for-the-licensure-or-approval-of-family-child-care-small-group>

Guidance for Developing the Transportation Oversight Plan
<https://www.mass.gov/doc/guidance-for-developing-the-transportation-oversight-plan-0/download>

Sample Transportation Passenger Log <https://www.mass.gov/doc/sample-transportation-passenger-log/download>

StrongStart Transporting Children Training
<https://strongstart.eoe.mass.gov/ets/store/>

Financial Assistance Policy Guide; Appendix E Transportation
<https://www.mass.gov/doc/eecs-financial-assistance-policy-guide-updated-september-29-2020/download>

EEC Transportation Policy and Plan - <http://www.mass.gov/edu/birth-grade-12/early-education-and-care/provider-and-program-administration/transportation-policy.html>



Relevant Links continued

RMV Guide to School Pupil Transport Vehicle (7D)

https://www.mass.gov/doc/school-pupil-transport-7d-manual/download?_ga=2.239078592.2122518455.1603720196-909237326.1599591323

Kids and Cars: www.KidsAndCars.org

National Highway Traffic Safety Administration <https://www.nhtsa.gov/road-safety/child-safety#view-heatstroke-campaign>

UMass Memorial Medical Center Child Safety

<https://www.umassmemorialhealthcare.org/umass-memorial-medical-center/child-passenger-safety>



For Assistance Contact:

- Questions related to Background Records Check
https://massgov.service-now.com/brc?id=brc_req_form&sys_id=d3b95640dbea2f00d272f12cbf9619bd
- Questions related to Subsidy Management
 - eeccsubsidymanagement@mass.gov
- Questions related to Strong Start
 - Contact Center
 - Strong Start email StrongStartPDS@mass.gov
- Questions related to Transportation:
 - Randy Wong, Transportation Compliance Monitor randall.m.wong@mass.gov
 - Alicia Siryon-Wells, Associate Commissioner for Audits and Teacher Qualifications
alicia.wells@mass.gov

***We hope this session was helpful
and met your needs.***

***Thank you for your continued service on behalf
of families and children of the Commonwealth!***