

- (d) Formula and milk left in a bottle at the end of a feeding shall be discarded.
- (13) An exception to sub rules (2) and (3) of this rule may be made when a center which provides formula is located in an area where commercially prepared, pre-bottled, ready-to-feed formula is not available for center use and the center is in compliance with all of the following provisions:
- (a) All formula shall be commercially prepared, ready-to-feed formula.
 - (b) All formula shall be poured directly from the opened can of formula into clean bottles with disposable liners.
 - (c) All nipples shall comply with either of the following provisions:
 - (i) Be disposable nipples, each of which shall be for a single use only by an individual child and shall be discarded after use.
 - (ii) Be reusable nipples, each of which is cleaned after each single use with hot detergent water and rinsed thoroughly. Each reusable nipple shall then be sterilized by boiling fully for not less than 5 minutes in water before reuse.
 - (d) Each liner shall be for a single use only by an individual child and shall be discarded after use along with any remaining formula.
 - (e) All liners, nipples, formula, and other equipment used in bottle preparation shall be prepared, handled, and stored in a sanitary and sterile manner as required to safeguard children.
 - (f) Prepared bottles and opened cans of formula shall be refrigerated until used by the child.
 - (g) All opened formula, which has not been used within the manufacturer's stated use time after opening shall be discarded. All bottles filled with formula and all opened cans of formula shall be dated to show the date and time of the opening of the commercially prepared formula and the manufacturer's stated use time of the formula. An individual formula for an individual child shall also be labeled identifying the individual child for whom its use is intended. Bottle liners and disposable nipples of the unused bottles shall be discarded with the formula. Reusable nipples shall be cleaned and sterilized as required in subdivision (c) of this sub rule before being used by a child.

R 400.5209 Diapering; toilet training plan.

- Rule 209. (1) Diapers shall be disposable or from a commercial diaper service. When a child's health condition necessitates that disposable diapers or diapers from a commercial services cannot be used, an alternative may be made according to the parent's or A licensed physician's instructions.
- (2) Diapering shall be done in the child's own crib or in a designated diapering area.
 - (3) A diapering area and all supplies and equipment shall be maintained in a safe and sanitary manner.
 - (4) The hands of a caregiver shall be thoroughly washed after each diapering, and after cleaning up bodily fluids, using soap and running water.
 - (5) A washcloth or towel, or both, used in diapering shall not be used subsequently on another part of the body or for any other purpose until laundered.
 - (6) Toilet training shall be planned cooperatively between the child's primary caregiver and the parent so that the toilet routine established between the center and the child's home, and at a minimum, shall include washing hands after toilet use. All training devices shall be emptied and sanitized immediately after each use.
 - (7) Diapers shall be changed when soiled or wet.

R 400.5102 Licensee

- Rule 102. (2) A licensee shall have the following administrative responsibilities regarding staff:
- (b) Develop and implement a written screening policy for all staff and volunteers, including parents, who have contact with children.

Part 2: Provisions agreed to by parent, legal guardian or responsible adult

Upon signing this agreement, the parent, legal guardian or responsible adult agrees to abide by the following provisions:

Only the first and last sections: Program and Licensee are applicable to Livonia Nursery however, licensing requires that all parents receive the contract in its entirety. The Livonia Nursery, Inc. reserves the right to limit the services provided and is regulated by the By-Laws of the school as adopted by the general membership of the school.

In witness whereof, the parties hereto have executed this contract as of the date written above:

Parent, Legal Guardian, or Responsible Adult	
SIGNATURE:	_____
PRINTED NAME:	_____
RELATIONSHIP TO CHILD(REN):	_____
Livonia Nursery, Inc.	
SIGNATURE:	_____
PRINTED NAME:	_____
TITLE:	_____