



Designation Steps and Requirements to be an Ohio Healthy Program

For all Ohio Healthy Programs (OHP) questions contact healthyprograms@occrra.org

An OHP application is available to Program Administrators on the Ohio Professional Registry. www.occrra.org. **Please see page 2 for Designation Requirements**

How Can My Program Apply? <https://registry.occrra.org/>

Access to the OHP Application is found through the Ohio Professional Registry → Professional's Profile → Organization Dashboard → Application → OHP Application.

(If you do not have an Organization Dashboard contact registry@occrra.org; You must include your name, OPIN, license number, and Program name to establish a dashboard)

See the Ohio Application User Guide for directions on completing the application. The User Guide can be found on the OHP Application and on <https://occrra.org/our-resources-page/>. Look under Ohio Healthy Programs.

OHP Designation Award Process

OCCRRA reviews submitted applications for OHP designation and designates programs that meet the OHP requirements. The review process can take up to 30 business day. If designated, each program receives an award letter, certificate and a "Congratulations" sign to post in your program. As funding allows, programs may receive additional recognition items.

Designation Renewal Process

Programs are designated for two years. Your application can be renewed 60 days prior of expiration by completing a new OHP application. See "How Can My Program Apply?" above.

To maintain OHP status, simply ensure that all four steps are met for renewal:

- Completes Ohio Early Care and Education Nutrition and Physical Activity Assessment.
- Ensure current required staff are trained in Ohio Healthy Programs, Session 1, Session 2 and Session 3; Staff do NOT retake the OHP training.
- Upload a current menu(s) that demonstrates adherence to OHP standards.
- Upload at least one new healthy policy; policy must be dated
- Upload at least one new healthy family engagement activity
- Upload a new success story

Designation Requirements	
<p>1. Completes <i>Ohio Early Care and Education Nutrition and Physical Activity Assessment</i> prior to attending your first training and/or technical assistance visit. More information at www.odh.ohio.gov/earlychildhood</p>	<p>Program administrators complete the Assessment:</p> <ul style="list-style-type: none"> - Before attending first Ohio Healthy Programs training or technical assistance visit. - After completing all other requirements for Ohio Healthy Programs designation <i>and</i> preparing to submit your initial application. - Annually as long as you remain designated.
<p>2. Attend Ohio Approved Ohio Healthy Programs Training</p> <ul style="list-style-type: none"> • Find trainings at www.occr.org • Enter <i>Ohio Healthy Programs</i> as the Title/Training ID. If looking for online trainings, check “online” in the Filter. <p>NOTE: Family Child Care Providers must take all three sessions, Healthy Habits, Healthy Menus, and Healthy Policy, to meet the OHP training requirements</p>	<p>In-Person Trainings:</p> <ul style="list-style-type: none"> - Session 1: Healthy Habits, Parts 1-4. (10 hrs) <ul style="list-style-type: none"> ○ One teacher from each age group must attend - Session 2: Healthy Menus (2.5 hrs) <ul style="list-style-type: none"> ○ The staff cook is to attend - Session 3: Healthy Policy (2.5 hrs) <ul style="list-style-type: none"> ○ The administrator must attend <p>Online Trainings: Self-paced</p> <ul style="list-style-type: none"> - Session 1: Healthy Habits, Parts 1-4. (5 hours) is self-paced. <ul style="list-style-type: none"> ○ One teacher from each age group must attend - Session 2: Healthy Menus (1.5 hrs) <ul style="list-style-type: none"> ○ The staff cook is to attend - Session 3: Healthy Policy (1.5 hrs) <ul style="list-style-type: none"> ○ The administrator must attend <p>Online Trainings: Webinars</p> <ul style="list-style-type: none"> - Session 1: Healthy Habits, Parts 1-4. (10 hrs) <ul style="list-style-type: none"> ○ One teacher from each age group must attend - Session 2: Healthy Menus (1.5 hrs) <ul style="list-style-type: none"> ○ The staff cook is to attend - Session 3: Healthy Policy (1.5 hrs) <ul style="list-style-type: none"> ○ The administrator must attend
<p>3. Implement at least one new policy to ensure healthy practices are maintained in the program.</p> <ul style="list-style-type: none"> • Dated policy is uploaded to the application. The whole handbook does NOT need to be uploaded, just the dated policy page. 	<p>Program policy will be implemented within the year of designation and the policy document must be dated. Policy must relate to at least one of the Ohio Healthy Programs area.</p>

<p>4. Demonstrate adherence to OHP menu requirements in children’s menu. <i>After School programs</i> may demonstrate adherence in snack menu by offering whole grains, fruits and vegetables when possible, eliminating fried foods and beverages containing added sugar/sweeteners.</p> <ul style="list-style-type: none"> • Pre-menu and post-menu(current menu) that reflect changes made to meet the OHP menu requirements are to be uploaded to the application. <u><i>For Designation Renewals, only the current menu is to be uploaded.</i></u> • Complete questions in Step 3 Menu Improvement of the OHP Application <p><i>Programs that require children to bring their meals may show adherence in alternate offerings.</i></p>	<p>Menu demonstrates improvement by offering:</p> <ul style="list-style-type: none"> — A different non-fried vegetable each day of the week — A different fruit each day of the week (not counting juice) — A whole grain food per day: note whole grain on menu — Fried foods no more than once a week — Only beverages with no added sugar/sweeteners. — No more than 4-6 fl. oz. of 100% juice per day — Only cereals with 6g or less of sugar per dry ounce — No highly processed meat, regardless of animal type (beef, turkey, etc.). This includes but is not limited to: hot dogs, frankfurters, corn dogs, pepperoni, sausage (including breakfast, salami, Polish, summer, and Italian sausages), bologna, and/or liverwurst
<p>5. Implement at least one healthy family engagement activity.</p> <ul style="list-style-type: none"> — Complete Step 4 Healthy Families of the OHP application. 	<p>Programs may demonstrate a healthy family engagement activity in a variety of ways, but not limited to:</p> <ul style="list-style-type: none"> — Providing articles in newsletters or displaying a bulletin board on healthy habit topics (i.e. Nutrition, physical activity, obesity prevention) — Hosting a family meeting on nutrition, menu planning, physical activity, etc. — Providing healthy cooking activities — Hosting family events for physical activity

Ohio Healthy Programs is managed by OCCRRA through funding provided by the Ohio Department of Health. *The Healthy Children, Healthy Weights curriculum is provided through a cooperative agreement with Columbus Public Health.