

Rule Description	<i>C = Compliance NC = Noncompliance NA = Not Applicable CDI= Compliant During Inspection</i>				
DIRECTOR INTERVIEW QUESTIONS	Rule Number	C	NC	NA	Compliance Required By:
1. How will you ensure that school age children have privacy when using the bathroom?	100-4(3)				
2. Will bathroom surfaces be cleaned and sanitized daily?	100-5(2)				
3. How will you ensure entrances, exits, steps and outside walkways are maintained in a safe condition, and free of ice, snow, and other hazards?	100-5(5)				
4. Will all caregivers be at least 18 years of age?	100-7(3)				
5. Will you have any assistant caregivers under age 18? If yes: will they be at least 16 years of age, and will they always work under the immediate supervision of a caregiver who is at least 18 years of age?	100-7(4)				
6. How will you ensure caregivers under age 18 are never left unsupervised with children?	100-7(5)				
7. How will you ensure that either you or a designee with authority to act on your behalf is present whenever the center is open for care?	100-8(5)				
8. Will all director designees be at least 21 years of age? (Must be individuals who meet the background screening and training requirements. Director designees will have the authority to act on behalf of the center director in his or her absence.	100-8(6) 100-8(11)(a)				
9. How many hours each week will you be on-site at the facility?	100-8(7)				
10. Will you have regularly scheduled caregiving duties? If yes: for how many hours per week, in addition to the time you spend managing the center?	100-8(8)				
11. What will staff be trained to do when children misbehave? How will you ensure staff comply with this training when children misbehave?	100-8(11)(b)(i)-(ii)				
12. How will you train and supervise staff to ensure children are not subjected to emotional, physical, or sexual abuse while in care?	100-8(11)(b)(iii)				
13. How will you ensure information in children's files is not released without written parental permission?	100-9(3)				
14. Will there always be at least two caregivers with the children whenever there are more than 8 children or more than 2 children under age 2 present?	100-11(3)				
15. Will there be any trampolines at the center?	100-12(11)				
16. Will parents have access to the center, and to their child's room, any time their child is in care?	100-13(2)				
17. What will be your sign-in and sign-out procedures? Will each child be signed in and out of the center, including date and time? Will persons signing children in and out use identifiers? Will photo ID required if an unknown person picks up a child?	100-13(3)(a) 100-13(3)(b)-(c)				
18. Will only parents, or persons with written authorization from the parent, be allowed to take a child from the center?	100-13(3)(d)				
19. Will staff be trained that, according to Utah law, they are mandated reporters and that if they suspect any type of abuse they are required to report it to CPS or the authorities?	100-14(2)				
Inspection Notes	Number of Items Out of Compliance on This Page:				

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20. While in care, will children use personal hygiene items such as toothbrushes, combs, and/or hair accessories? If yes, will they be sanitized between each use if shared by children or used by staff on more than one child? Will they stored so that they do not touch each other?	100-16(7)				
21. Will washable toys and materials be cleaned and sanitized weekly, and as needed?	100-16(8) 100-24(23)(a)-(c)				
22. What will you do when children's clothing becomes wet or soiled with body fluids? Will children's clothing changed promptly? Will you rinse children's clothing at the center? Will the clothing be placed in a leak proof container labeled with the child's name, and given to the parent?	100-16(12) 100-16(13)(a)-(b)				
23. How will you ensure that cooks never change diapers or assist in toileting children?	100-16(15)				
24. Will a sheet and blanket or acceptable alternative be made available for each child during nap time? Will they be clearly assigned to one child? Stored separately from other children's when not in use? Laundered as needed, but at least once a week and prior to use by another child?	100-18(9) 100-18(9)(a)-(c)				
25. How will you ensure that caregivers never use any of the following discipline methods: Any form of corporal punishment such as hitting, spanking, shaking, biting, pinching, or any other measure that produces physical pain or discomfort; Restraining a child's movement by binding, tying, or any other form of restraint; Shouting at children; Any form of emotional abuse; Forcing or withholding of food, rest, or toileting; or Confining a child in a closet, locked room, or other enclosure.	100-19(4)(a) 100-19(4)(b) 100-19(4)(c) 100-19(4)(d) 100-19(4)(e) 100-19(4)(f)				
26. Will all children, including infants and toddlers, have outdoor play every day, weather permitting?	100-20(2)				
27. Will all animals at the facility be clean and free of obvious disease or health problems that could adversely affect children?	100-22(2)				
28. What will you do if any of the animals at the center ever bite anyone, or display any other dangerous or aggressive behavior?	100-22(4)				
29. Who will clean the animals and their equipment? (Infants, toddlers, and preschoolers may not do this.) If school age children assist in the cleaning of animals or animal equipment, will they wash their hands immediately after?	100-22(5) 100-22(6)				
30. Will animals ever allowed in food preparation or eating areas?	100-22(7)				
31. Will children ever be allowed to handle reptiles or amphibians?	100-22(8)				
32. Do any of your caregivers who care for diapered children ever cook food in the kitchen for children outside of their room?	100-23(13)				
GENERAL INSPECTION ITEMS					
33. Does the facility have a working telephone? Center address and emergency numbers posted near each phone?	100-8(9) 100-10(1)				
34. Are there first aid supplies in the center, including at least band-aids, antiseptic, and tweezers?	100-10(3)				
35. Department's child care guide posted where parents can see it?	100-13(1)				
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36. Are the menus prepared and available? Is the facility currently participating in the CACFP? If not, is menu approved as required?	100-15(1)(b) 100-15(1)(d)				
37. Is there a body fluid clean up kit that is restocked as needed?	100-16(16)(a)-(c)				
38. Where will medications, refrigerated and non-refrigerated, be stored?	100-17(3)				
Transportation & Vehicles If the center transports children, does every vehicle used for transporting children meet the following: NA #39 - #45 if the facility does not transport children.					
39. Is the vehicle enclosed?	100-21(1)(a)				
40. Is the vehicle equipped with individual, size appropriate safety restraints, properly installed and in working order, for each child being transported? What ages of children will you transport? What restraints will you use if you transport children under age eight?	100-21(1)(b)				
41. Does the vehicle have a current vehicle registration and safety inspection? (Observe the registration sticker on the license plate.)	100-21(1)(c)				
42. Is the vehicle maintained in a safe condition?	100-21(1)(d)				
43. Is the temperature in the vehicles maintained between 60-90 degrees Fahrenheit?	100-21(1)(e)				
44. Does the vehicle contain a first aid kit?	100-21(1)(f)				
45. Does the vehicle contain a body fluid clean up kit?	100-21(1)(g)				
Children's Restrooms					
46. Is there one working toilet and sink for every fifteen non-diapered preschoolers and toddlers, and one for every 25 school age children?	100-4(2)				
47. Check temperature in sinks for each heater/building and each mixing valve. Does hot water accessible to children exceed 120 degrees?	100-12(7)				
48. Is liquid soap available for each restroom?	100-16(2)(a)-(e)				
49. Only single use towels from covered dispenser or electric hand-drying device used after handwashing?	100-16(3)				
50. Is toilet paper accessible to children, and kept on a dispenser?	100-16(4)				
51. Are handwashing procedures readily visible from each sink, and followed?	100-16(5)				
ALL ROOMS USED BY CHILDREN					
52. Peeling, flaking, chalking, or failing paint indoors? If yes, was the building built before 1978? If yes: is there documentation of testing and correction?	100-4(1)				
53. Working hand washing sink in the room? (N/A if building built before July 1, 1997.)	100-4(4)				
54. Room ventilated by windows that open and have screens, or by mechanical ventilation?	100-4(7)				
55. Indoor temperature between 65 and 82 degree Fahrenheit?	100-4(8)				
56. Adequate light intensity throughout the center for the safety of children and the type of activity?	100-4(9)				
57. Glass surfaces within 36" from the floor or ground, and in an area accessed by children, made of safety glass or have a protective guard?	100-4(10)				
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58. Facility free of insects, rodents, and other vermin?	100-5(3)				
59. Ceilings, walls, floor coverings, draperies, blinds, furniture, fixtures, and equipment in good repair, to prevent injury?	100-5(4)				
Are the following items inaccessible to children? If there are stacks of bins, boxes and/or containers, ask: what are the contents?					
60. Standing water inside?	100-8(4)				
61. Melting wax (such as in a candle warmer).	100-12(1)				
62. Facility free of tripping hazards?	100-12(2)				
63. Unstable heavy equipment a child could pull down?	100-12(3)				
64. Firearms, ammunition, and other weapons?	100-12(4)(a)				
65. Tobacco, alcohol, illegal substances, and sexually explicit material? Are items in use on the premises when children are in care?	100-12(4)(b) 100-14(3)				
66. When in use, portable space heaters?	100-12(4)(c)				
67. Toxic or hazardous chemicals?	100-12(4)(d)				
68. Poisonous plants?	100-12(4)(e)				
69. Matches or cigarette lighters?	100-12(4)(f)				
70. Open flames?	100-12(4)(g)				
71. Sharp objects, which could cut or puncture skin?	100-12(4)(h)				
72. For age 4 and under, ropes/cords long enough to encircle a child's neck?	100-12(4)(i)				
73. For age 4 and under, plastic bags large enough for a child's head to fit inside, latex gloves, and balloons?	100-12(4)(j)				
74. For under age 3, choking hazards (objects less than 1-1/4" X 2-1/4")?	100-12(4)(k)				
75. Toxic and hazardous chemicals stored in a container that is labeled with its contents?	100-12(5)				
76. For age 4 and under, accessible outlets and surge protectors covered?	100-12(6)				
NA #77 - #82 if there is no indoor stationary gross motor play equipment.					
77. Designated play surfaces on any indoor climbers, slides, swings, teeter-totters, or merry-go-rounds accessible to children age 2 and younger are 3' in height or less?	100-12(9)				
78. Elevated designated play surface less than 18" not placed on a hard surface, such as wood, tile, linoleum, or concrete, and has a 3' use zone?	100-12(9)(a)				
79. Elevated designated play surface that is 18" to 3' feet in height surrounded by mats at least 2" thick, or cushioning that meets ASTM Standard F1292, in a 3' use zone?	100-12(9)(b)				
80. Designated play surfaces on any indoor climbers, slides, swings, teeter-totters, or merry-go-rounds accessible to children age 3 and older are 5½' in height or less?	100-12(10)				
81. Elevated designated play surface less than 3' in height surrounded by protective cushioning material, such as mats at least 1" thick, in a 6' use zone?	100-12(10)(a)				
82. Elevated designated play surface that is 3' to 5½' in height surrounded by cushioning that meets ASTM Standard F1292, in a 6' use zone?	100-12(10)(b)				
83. Are washable toys visibly dirty?	100-16(8)				
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84. Are stuffed animals, cloth dolls, and dress-up clothes machine washable? Are pillows machine washable, or have removable machine washable covers?	100-16(9)				
85. Do mats and mattresses have a smooth, waterproof surface? Which is the surface of the mat on which the children nap?	100-18(4)				
86. Sleeping equipment in good repair?	100-18(5)				
DIAPERING INSPECTION ITEMS					
NA #87 - #92 if the facility does not care for diapered children.					
87. Is there a diaper changing station?	100-23(1)				
88. Is each diapering station equipped with railings to prevent a child from falling?	100-23(2)				
89. Is the diapering surface smooth, waterproof, and in good repair?	100-23(4)				
90. Are diapering procedures posted at each diapering station, and are they followed?	100-23(5)				
91. Is there a container with plastic lining and tight fitting lid where soiled diapers will be placed?	100-23(8)				
92. Will caregivers keep a written record daily for each infant/toddler documenting diaper changes? Will the record be completed within 1 hour of each diaper change? Will it include the child's name, time of the diaper change, and if the diaper was wet, soiled or both? (N/A if only diapered children are 2-year-olds.)	100-23(12)				
Infant & Toddler Rooms					
NA #93 - #106 if the facility does not care for infants and toddlers.					
93. (a) If there are two working sinks in the room: Is one used exclusively for food/bottle preparation and food hand washing, and the other used exclusively for hand washing after diapering and non-food activities? (b) If there is one working sink in the room: Is the sink used exclusively for diapering and hand washing, and is all food/bottle preparation done in kitchen and brought to the infants/toddlers by a non-diapering staff member?	100-4(5)(a)-(b)				
94. Are infant and toddler areas used as access to other areas or rooms?	100-4(6)				
95. Do high chairs have T-safety straps or devices? If yes: are the T-safety straps or devices used whenever a child is in the chair?	100-12(8)				
96. Do infants sleep in equipment designed for sleep (crib, bassinet, porta-crib or play pen)? Are infants placed to sleep on mats or cots, or in bouncers, swings, car seats, etc.?	100-24(11)				
97. Do all cribs have tight fitting mattresses?	100-24(12)(a)				
98. Do all cribs have slats spaced no more than 2-3/8 inches apart?	100-24(12)(b)				
99. Do all cribs have at least 20 inches from the top of mattress to top of the crib rail?	100-24(12)(c)				
100. Do any cribs have strings, cords, ropes, or other entanglement hazards strung across crib rails?	100-24(12)(d)				
101. Do all cribs meet federal law as outlined in 16 C.F.R. parts 1219 & 1220?	100-24(12)(e)				
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102. Will caregivers keep daily written record of each infant's eating and sleeping? Record completed within 1 hour of each feeding or nap, and includes the child's name, the food/beverages eaten, and the times child slept? (N/A if only toddlers in care.)	100-24(15)				
103. Are there any walkers with wheels?	100-24(16)				
104. Do infants and toddlers have access to objects made of Styrofoam?	100-24(17)				
105. Do mobile infants and toddlers have freedom of movement in a safe area?	100-24(21)				
106. Safe toys accessible to infants and toddlers to stimulate their healthy development? Enough toys for each child in the group to be engaged in play with toys?	100-24(22)				
General Records					
107. Does the fire drill log include all of the following information for each drill: Date and time of the drill, number of children participating, name of the person supervising the drill, total time to complete the evacuation and any problems encountered?	100-10(9)(a)-(e)				
108. Does the disaster drill log include all of the following information for each drill: Type of disaster, date and time of the drill, number of children participating, name of the person supervising the drill, and any problems encountered.	100-10(11)(a)-(e)				
109. Does the center's medication permission form contain at least the following instructions to be completed by the parent? (N/A if the center does not administer medication, or has not administered medications in the past 6 weeks.): The name of the child; The name of the medication; Written instructions for administration; including: The dosage; The method of administration; The times and dates to be administered; The disease or condition being treated. The parent signature and the date signed.	100-17(4)(a)-(d)				
110. Does the center's medication administration form contain at least the following information to be completed by the person administering the medication? (N/A if the center does not administer medication, or has not administered medications in the past 6 weeks.): The date, time, and dosage of the medication given; Signature or initials of person who administered the medication; Any errors in administration or adverse reactions?	100-17(7)(e)				
Children's Records					
111. Center's child admission form include the following information for each child: Child's name; Child's date of birth; Parent's name address, and phone number; Names of people authorized by the parent to pick up the child; Name, address and phone number of emergency contact person; Name, address, and phone number for out of area emergency contact, if available; Current signed emergency medical treatment and transportation releases.	100-9(2)(a)(i)-(vii)				
112. Completed Health Assessment for each enrolled child. Does the center's health assessment contain the following information about the child: Allergies; Food sensitivities; Acute and chronic medical conditions; Instructions for special or non-routine daily health care; Current medications; Any other special health instructions for the caregiver.	100-9(2)(b) 100-14(5)(a)-(f)				
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Staff Records					
113. First Aid and CPR for staff to ensure: There is at least one person at the facility at all times when children are in care; on off-site activities; and at least one person in each vehicle transporting children.	100-9(4)(f) 100-10(2) 100-20(5)(d) 100-21(2)				
114. If center has a pool over 4' deep and it is a time of year when the pool is used, documentation that the lifeguard(s) for the pool have Red Cross or equivalent lifeguard certification.	100-12(12)(d)				
115. Does the center have a copy of a current valid Utah driver's license for all drivers who will transport children?	100-21(3)(a)				
Outdoor Area					
Check box if play equipment, fence, and/or cushioning could not be assessed. Please identify item and state the reason why:					
116. Is the outdoor play area free animal excrement, harmful plants, objects, or substances, and standing water?	100-6(7)				
117. Does the outdoor play area have a shaded area to protect children from excessive sun and heat?	100-6(8)				
118. Will children in the outdoor play area have an outdoor source of drinking water whenever the outside temperature is 75 degrees or higher?	100-6(9)				
Fence					
119. Is the outdoor play area enclosed within a 4' fence or wall, or a solid natural barrier at least 4' high? M (Must average 3.958' at minimum)	100-6(4)				
120. Are there any gaps in the fence or barrier, or between the fence and the ground, greater than 5" by 5"?	100-6(5)				
Cushioning					
NA #121 - #127 if there is no equipment that requires protective cushioning.					
121. Is there protective cushioning in all existing use zones?	100-6(10)(d)				
122. Does protective cushioning in existing use zones around stationary play equipment meet depth requirements and/or need to be redistributed? Is sand, gravel, and shredded tire cushioning loosened (not compacted) to required depths?	100-6(10)(e) 100-6(10)(f)				
123. If there have been changes in cushioning since last inspection, is there ASTM documentation for wood product cushioning? Get a copy if there is not one in DAS.	100-6(10)(g)(i)				
124. Does wood product cushioning have adequate drainage?	100-6(10)(g)(ii)				
125. Is there ASTM documentation for poured rubber or rubber mat cushioning? Get a copy if there is not one in DAS.	100-6(10)(h)(i)				
126. Is poured rubber or rubber mat cushioning securely installed?	100-6(10)(h)(ii)				
127. Is stationary play equipment with a designated play surface 18" or less (infant/toddler), 20" or less (preschool), or 30" or less (school age) placed on grass or another soft surface? (Not on concrete, asphalt, or dirt.)	100-6(10)(i)				
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General Outdoor Play Equipment NA #128 - #133 if there is no outdoor play equipment.					
128. Are there any openings greater than 3-1/2" x 6-1/4" but less than 9" diameter anywhere in the outdoor play area, on the equipment or within 6 inches of the perimeter of the use zone? (Infants/toddlers: > 23 1/4" above the ground; preschoolers: > 25 1/4"; school age: > 33" above the ground)	100-6(6) 100-6(10)(m)				
129. Does the stationary play equipment have required protective barriers for infant and toddlers, preschoolers or school age children? (Infants and Toddlers - >18" Platform = 24" Barrier, Preschool - >30" Platform = 29" Barrier, School Age - >48" Platform = 38" Barrier)	100-6(10)(j) 100-6(10)(k) 100-6(10)(l)				
130. Are there any strangulation hazards on the stationary play equipment or adjacent to the use zone of any piece of stationary play equipment?	100-6(10)(n)				
131. Are there any crush, shearing, or sharp edge hazards on the stationary play equipment or adjacent to the use zone of any piece of stationary play equipment?	100-6(10)(o)				
132. Are there tripping hazards, such as concrete footings, tree stumps, tree roots, or rocks within the use zone of any piece of stationary play equipment?	100-6(10)(p)				
133. Is the outdoor play area and equipment maintained to protect children's safety? For example; no missing, broken, or worn out components on equipment; all hardware on equipment secure; no metal rusted badly enough to cause equipment failure; no splintery wood; equipment is stable; cushioning is free of animal excrement.	100-6(11)				
Infant And Toddler Outdoor Play Equipment NA #134 - #141 if the facility does not care for infants and toddlers or if there is no outdoor play equipment.					
134. Is there any designated play surface on infant or toddler equipment more than 3' high?	100-6(10)(a)(i)				
135. If the height of a designated play surface or climbing bar on a piece of equipment, excluding swings, used by infants and toddlers is greater than 18", do the use zones extend a minimum of 3' in all directions from the perimeter of each piece of equipment? Is there a minimum of 3' between equipment? Does the use zone in the front of the slide overlap the use zone of another piece of equipment?	100-6(10)(a)(ii)				
136. The use zone in the front and rear of all swings shall extend a minimum distance of twice the height from the swing seat to the pivot point of the swing, and shall not overlap the use zone of any other piece of equipment.	100-6(10)(a)(iii)				
137. The use zone for the sides of a single axis swing shall extend a minimum of 3 feet from the perimeter of the structure, and may overlap the use zone of a separate adjacent piece of equipment.	100-6(10)(a)(iv)				
138. The use zone of a multi axis swing shall extend a minimum distance of 3 feet plus the length of the suspending members, and shall never overlap the use zone of another piece of equipment.	100-6(10)(a)(v)				
139. The use zone for merry go rounds shall never overlap the use zone of another piece of equipment.	100-6(10)(a)(vi)				
140. The use zone for spring rockers shall extend a minimum of 3 feet from the at rest perimeter of the equipment.	100-6(10)(a)(vii)				
141. Do infant and toddler swings have enclosed seats?	100-6(10)(a)(viii)				
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Preschool And School Age Outdoor Play Equipment					
NA #142 - #147 if there is no outdoor play equipment.					
142. If the height of a designated play surface or climbing bar on a piece of equipment, excluding swings, used by preschoolers or school age children is greater than 20", do the use zones extend a minimum of 6' in all directions from the perimeter of each piece of equipment? If the equipment is <30" in height is there a minimum of 6' between pieces of equipment? If the equipment is >30" in height is there a minimum of 9' between pieces of equipment?	100-6(10)(b)(i)				
143. The use zone in the front and rear of a single axis swing shall extend a minimum distance of twice the height of the pivot point of the swing, and may not overlap the use zone of any other piece of equipment.	100-6(10)(b)(ii)				
144. The use zone for the sides of a single axis swing shall extend a minimum of 6 feet from the perimeter of the structure, and may overlap the use zone of a separate piece of equipment.	100-6(10)(b)(iii)				
145. The use zone of a multi-axis swing shall extend a minimum distance of 6 feet plus the length of the suspending members, and shall never overlap the use zone of another piece of equipment.	100-6(10)(b)(iv)				
146. The use zone for merry go rounds shall never overlap the use zone of another piece of equipment.	100-6(10)(b)(v)				
147. The use zone for spring rockers shall extend a minimum of 6 feet from the at rest perimeter of the equipment.	100-6(10)(b)(vi)				
Swimming Pools					
NA #148 - #152 if there are no swimming pools and wading pools are not used.					
If there is a swimming pool on the premises that is not emptied after each use: 148. Is the pool enclosed with a fence or other solid barrier at least 6' high, kept locked whenever pool is not in use?	100-12(12)(a)				
149. Does the pool appear to be maintained in a safe manner?	100-12(12)(b)				
If wading pools are used: 150. Will there always a caregiver at the wading pool supervising children whenever there is water in the pool?	100-12(13)(a)				
151. Will diapered children always wear swim diapers and rubber pants while in the wading pool?	100-12(13)(b)				
152. Will the wading pool emptied and sanitized after each use by a separate group of children?	100-12(13)(c)				
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Cushioning Information									Barriers Information			
DPS/Bar/ Pivot	F. Sand	C. Sand	F. Gravel	M. Gravel	DPS/Bar/ Pivot	EFW	W. Chips	Mulch	Infants and Toddlers > 18" Platform = 24" Barrier			
5' or less	6"	6"	6"	6"	6' or less	6"	6"	6"	Preschool > 30" Platform = 29" Barrier			
5' to 6'	9"	9"	6"	9"	6' to 7'	9"	6"	9"				
6' to 7'	9"	NA	9"	N/A	7' to 10'	9"	9"	9"				
7' to 9'	9"	NA	12"	N/A	10' to 11'	9"	9"	9"	School Age > 48" Platform = 38" Barrier			
9' to 10'	NA	NA	12"	N/A	11' to 12'	9"	N/A	N/A				

Complete for all playgrounds with elevated play equipment that requires protective cushioning.												
Playground	Highest Designated surface	Equipment Location	Type of Cushioning	Required Depth	Hole 1	Hole 2	Hole 3	Hole 4 (if needed)	Hole 5 (if needed)	Hole 6 (if needed)	Hole 7 (if needed)	Average Depth