

## Unannounced Inspection

*childcarelicensing.utah.gov*

Provider Name				Facility ID #			
Address				Telephone #			
Email Address				Telephone #			
Approved Capacity		Family License		Residential Certificate		License/Certificate Expiration Date	

**NOTES:**

	<b>FOR CHILD CARE LICENSING USE ONLY:</b> Licensors - Please check all these items in the database and record any notes or information as needed:								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Transportation</td> <td style="width: 50%;">Background Screenings</td> </tr> <tr> <td>Animals</td> <td>Variances</td> </tr> <tr> <td>Diaper Observation</td> <td>Other (Sticky Notes)</td> </tr> <tr> <td>Facility Notes</td> <td></td> </tr> </table>	Transportation	Background Screenings	Animals	Variances	Diaper Observation	Other (Sticky Notes)	Facility Notes	
Transportation	Background Screenings								
Animals	Variances								
Diaper Observation	Other (Sticky Notes)								
Facility Notes									

**Introductory Items**

	Introduce any unknown Bureau staff to the Provider.
	Give the Provider a brief explanation of the inspection process including observing a diaper change, assessing vehicle used for transportation and outdoor playground equipment if applicable.
	Explain that the outdoor inspection is part of every inspection. If items cannot be assessed during this inspection due to extreme weather conditions, those items will be assessed at the announced inspection.
	Ask the Provider if they want you to tell them about all noncompliance areas as you conduct the walk-through or wait until the end of the inspection.

INSPECTION	DATE	START TIME	AM / PM	END TIME	AM / PM	LICENSOR(S):

**SIGNATURES**

Number of Items Found Out of Compliance During This Inspection:	Name of Provider Informed of This Inspection:	Provider Signature:

*We will email you this inspection report after the inspection is completed and we will send you an official Statement of Findings. If the only noncompliance items are documentation and/or records, please submit these to Licensing by the compliance required date listed.*

INSPECTION ITEMS (C=Compliance / NC= Non-Compliance / NA=Not Applicable)					Compliance Required by:
		RULE #	C	NC	
<b>RATIOS and SUPERVISION</b>					
1. LICENSED ONLY. Is the required group size maintained?	90-11(8)				CDI
2. Are all children being adequately supervised? (If children are outdoors, they must be adequately supervised.)	90/50-11(1)(a)-(b) 90/50-11(2)(a)-(b)				CDI
3. Does the total # of children present exceed the total licensed or certified capacity?	1-6(1)				CDI
4. Does the total # of children present under age two exceed the allowed ratio?	90-11(6); 50-11(4)				CDI
5. Is the required caregiver to child ratio maintained?	90-11(5); 50-11(4)				CDI
<b>GENERAL ENVIRONMENT</b>					
6. ♦ (Ask.) Do you have any firearms or other weapons on your property? If yes: Are firearms loaded? Please show me where all firearms are kept. (Firearms include guns, muzzle loaders, rifles, shotguns, hand guns, pistols and automatic weapons. Firearms must be locked with a key or a combination lock and kept separate from ammunition. Weapons include items such as BB guns, Airsoft guns, paintball guns, swords, sling shots, bows and arrows, cross bows, hunting knives and nun chucks. Weapons must be inaccessible.)	90/50-12(4)(a)				CDI
7. Does licensee/certificate holder allow access to all areas of the home, garage and outbuildings to allow a check for hidden children, illegal items and storage of firearms? (If not, notify your Regional Manager)	1-9(1)(d)				CDI
8. Is there anyone smoking in the home or within 25 feet of any entrance, or in vehicles used to transport children when children are in care?	90/50-14(4)				CDI
(Observe) Inspect all indoor and outdoor areas that are accessible to children for the following safety hazards: (Please include all garages and out buildings for anything located 36" or lower.)					
9. Tobacco, e-cigarettes, e-juice, open containers of alcohol, illegal substances and sexually explicit material?	90/50-12(4)(b)				CDI
10. ♦ (Ask.) Do you have any portable space heaters, fireplaces, or wood burning stoves that are accessible to children and are used when children are in care?	90/50-12(4)(c)				CDI
11. Toxic or hazardous chemicals? (Ammonia; antifreeze; bleach; corroded batteries; drain cleaner; energy shots; fertilizer with weed killer; fish bowl/tank cleaners; fluorescent light tubes; gasoline; gun powder; gun solvent; household cleaners; hydrocarbons; insecticides; insect repellent; iodine; jewelry cleaner; kerosene; lighter fluid; linseed oil; liquid correction fluids, such as White Out; model glue; motor oil; nail glue; nail polish remover; paint thinner; pesticides; rubber cement; rubbing alcohol; silicone spray; solvents containing acetone; spray paint; super glue; tiki torch fuel; tile grout sealer; turpentine; vinyl adhesive remover; WD-40; water sealant; weed killer; windshield wiper fluid)	90/50-12(4)(d)				CDI
<b>INSPECTION NOTES</b>					<b># of items out of compliance – this page:</b>

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12. Poisonous plants? <i>Poisonous plants include: Poison ivy or oak, stinging nettle, oleander, castor beans, jimson weed, mushrooms and toadstools.</i>	90/50-12(4)(e)				CDI
13. Matches or cigarette lighters?	90/50-12(4)(f)				CDI
14. Open flames?	90/50-12(4)(g)				CDI
15. Sharp objects, edges, corners, or points which could cut or puncture skin? <i>(adult scissors; antlers with sharp edges; box cutters; broken glass; broken toys with sharp edges; cactus; dog clippers; fish hooks; hypodermic needles; lancets; paper cutter blades; razors; running fans if children's fingers could fit through the guard; sewing needles; sharp ends of nails or screws protruding from an object; sharp knives; syringes; tacks or pins on the floor; tools-such as saws and axes.)</i>	90/50-12(4)(h)				CDI
16. For age 4 and under, window blind or drapery cords and pacifier cords longer than 12" accessible to children in care?	90/50-12(4)(i)				CDI
17. For age 4 and under, loose plastic bags large enough for a child's head to fit inside, latex gloves, and balloons?	90/50-12(4)(j)				CDI
18. When children under age 3 are in care, choking hazards (objects less than 1-1/4" X 2-1/4") on the floor, or anywhere within 36" from the floor?	90/50-12(4)(k)				CDI
19. Are all indoor and outdoor areas free of unstable heavy equipment that a child could pull down on himself or herself?	90/50-12(3)				CDI
20. Are walkways free of tripping hazards such as unsecured flooring or cords in walkways?	90/50-12(2)				CDI
21. Are all indoor and outdoor areas free of dangerous insects <i>(for example: beehives, wasps, yellow jacket or hornet nests, and red ant hills)</i> , rodents, and other vermin?	90/50-5(2)				CDI
22. Are entrances, exits, steps and outside walkways maintained in a safe condition, and free of ice, snow, and other hazards?	90/50-5(4)				CDI
<b>MEDICATIONS</b> – Medications do not include topical antiseptic cream or ointment, diaper cream, sunscreen, baby powder, teething gel or tablets, lotion, Simethicone gas drops or pills, saline only nose or eye drops or spray, acne creams, glucose tablets, or hydrocortisone cream unless any of these are prescription strength. Over-the-counter medications <u>do</u> include vitamins and herbal supplements, because these can be harmful if an overdose is taken.					
23. ♦ (Ask.) Where do you keep prescription and over-the-counter medications, including vitamins and herbal supplements?	90-17(3); 50-17(2)				CDI
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		RULE #	C	NC	
<b>DISCIPLINE</b>					
24. Are children disciplined in any ways that are prohibited by rule? ( <i>Should not include 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.</i> )		90-8(11)(c) 90-19(4)(a)-(f) 50-8(9)(c) 50-19(3)(a)-(f)			CDI
<b>PERSONNEL</b>					
25. ♦ (Ask.) Since the last Annual Announced Inspection, has any person residing in the home turned 12? Has any individual moved into the home? Has anyone begun to work or volunteer as an additional provider? If yes: Have you submitted all required background screening forms? ♦ (Ask.) Have all required background Screening Forms been annually renewed as needed? ♦ (Ask.) Have any caregivers, volunteers or anyone age 12 or older living in the home been arrested, charged, or convicted of a felony or misdemeanor, or been investigated with a supported finding of abuse by the Department of Human Services?		6-3(3)(a)-(b) 6-3(5) 6-4(9) 6-6(4)			CDI
<b>DIAPERING – Complete <i>only if a diaper change was not observed during the last announced inspection.</i></b>					
Was a diaper change observed during the announced inspection?		YES	NO	N/A	
26. ♦ (Ask if not observed.) Do you ever diaper children in food preparation or eating areas?		90/50-23(1)			CDI
27. ♦ (Ask if not observed.) Are children diapered directly on the floor or on any surface that is also used for another purpose?		90/50-23(2)			CDI
28. Is the diapering surface smooth, waterproof, and in good repair?		90/50-23(3)			CDI
29. Do providers clean and sanitize the diapering surface after each diaper change, or use a non-permeable disposable diapering surface that is thrown away after each diaper change?		90/50-23(4)			CDI
30. Do providers wash their hands after each diaper change?		90/50-23(5)			CDI
31. Do caregivers place soiled diapers in a container with a plastic lining and a tight fitting lid, or directly in an outdoor garbage container that has a tightly fitting lid or is inaccessible to children?		90/50-23(6)			CDI
32. ♦ (Ask.) If cloth diapers are used, are they rinsed at the Licensee's home? N/A if cloth diapers are not used. (N/A for RC.)		90-23(8)(a)			CDI
33. ♦ (Ask.) If cloth diapers are used, after removal are they placed directly into leak proof container inaccessible to children and labeled with child's name, or else placed directly into a leak proof diapering service container? N/A if cloth diapers are not used. (N/A for RC.)		90-23(8)(b)			CDI
<b>INFANT and TODDLER CARE – Do you have infants and toddlers in care?</b>		YES	NO		
34. Do high chairs have T-safety straps or devices? ♦ (Ask.) Are safety devices used whenever a child is in the chair?		90/50-12(8)			CDI
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35. ♦ (Ask if not observed.) Do infants sleep in equipment designed for sleep (crib, bassinet, and porta-crib or play pen)? Are infants placed to sleep on mats or cots, or in bouncers, swings, car seats, etc.	90/50-24(10)				CDI
36. ♦ (Ask if not observed.) Are there any infant walkers with wheels being used or accessible to any child in care?	90/50-24(14)				CDI
37. ♦ (Ask.) Do infants and toddlers have access to objects made of Styrofoam?	90/50-24(15)				CDI
38. ♦ (Ask.) Do you respond as promptly as possible to infants and toddlers who are in emotional distress (due to hunger, fatigue, wet or soiled diapers, fear, teething, or illness)?	90/50-24(16)				CDI
Was the vehicle assessed during the announced inspection?	YES	NO	N/A		
<b>VEHICLES USED TO TRANSPORT CHILDREN - Complete <i>only if</i> vehicle was not observed during the last Announced Inspection.</b>					
39. Is the vehicle enclosed (Does it have a roof)?	90/50-21(1)(a)				CDI
40. Is the vehicle equipped with individual, size- appropriate seat belts or car seats, properly installed and in working order for each child who is transported?	90/50-21(1)(b)				CDI
41. Does the vehicle have a current vehicle registration and safety inspection? (Check the registration sticker on the license plate.) Is the vehicle maintained in a safe condition (No broken windows, no sharp edges or points where children sit)?	90/50-21(1)(c)				CDI
WADING and SWIMMING POOLS – Are there any wading or swimming pools on the premises?	YES	NO			
42. ♦ (Ask.) Is there always a caregiver at the pool supervising children whenever there is water in the pool (for wading pools), or whenever any child in care has access to the pool (for swimming pools)?	90/50-12(10)(a) 90/50-12(9)(a)				CDI
Is there a swimming pool on the premises that is not emptied after each use?	YES	NO			
43. Is the pool enclosed in a fence or other solid barrier at least 4' high, kept locked with a key or combination lock whenever pool is not in use, or else covered by a properly working ASTM approved safety cover?	90/50-12(10)(c)(ii)				CDI
44. If the pool is over 6' deep and is in use, is there a Red Cross or equivalent certified lifeguard on duty?	90/50-12(10)(f)				CDI
HOT TUBS - Are there any hot tubs either indoor or outdoor?	YES	NO			
45. If there is a hot tub on the premises that is accessible to children and has water in it, is it either surrounded by a four-foot fence, or equipped with a properly working locking cover that is locked?	90/50-12(11)(a)-(b)				CDI
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TRAMPOLINES - Are there any trampolines <i>accessible</i> to children either indoor or outdoor?		YES	NO		
46. ♦ (Ask.) Is a provider always at the trampoline supervising its use whenever any child in care is on the trampoline?	90/50-12(12)(a)				CDI
47. ♦ (Ask.) Does only one person at a time use the trampoline?	90/50-12(12)(b)				CDI
48. ♦ (Ask.) Are children in care allowed to do flips or somersaults on the trampoline?	90/50-12(12)(c)				CDI
49. Does the trampoline have shock absorbing pads that completely cover its springs, hooks, and frame?	90/50-12(12)(d)				CDI
50. Is the trampoline placed at least 6 feet (or 3 feet if there is a safety net properly installed) away from any structure?	90/50-12(12)(e)				CDI
51. Are there any ladders near the trampoline that children could use to access the trampoline?	90/50-12(12)(f)				CDI
52. ♦ (Ask.) Are children allowed to play under an above ground trampoline when it is in use?	90/50-12(12)(g)				CDI
53. ♦ (Ask if not observed.) Is the trampoline placed over 6 inches of protective cushioning in a 6-foot use zone or a 3-foot use zone if there is a net properly installed? If less than 6 inches of protective cushioning, is it ASTM 1292?	90/50-12(12)(i)				CDI
<b>OUTDOOR INSPECTION</b>					
Is there an outdoor play area?	YES	NO	(If unable to assess, leave items blank and write reasons in Inspection Notes)		
54. If required by rule, is there a 4' fence, wall, or solid natural barrier at least 4' high? A fence is required if there are any of the following: (Observe)					
<ul style="list-style-type: none"> <li>• Livestock on the property, or within 50 yards of the property line.</li> <li>• A water hazard (swimming pool, pond, ditch, lake, reservoir, river, stream, creek, watering trough, etc.) on the property, or within 100 yards of the property line.</li> <li>• Dangerous machinery (such as farm equipment) on the property, or within 50 yards of the property line.</li> <li>• A drop-off of more than 5 feet on the property or within 50 yards of the property line.</li> <li>• Barbed wire within 30 feet of the children's play area.</li> <li>• The facility is located on a street with more than two lanes of traffic or within half a mile of a street with more than two lanes of traffic.</li> <li>• The facility is located on a street with a speed limit higher than 25 miles/hour, or within half a mile from a street with a speed limit higher than 25 miles/hour.</li> </ul>	90/50-6(3) 90/50-6(4)				CDI
55. Are there any gaps in the fence or barrier or between the fence and the ground greater than 5" x 5"?	90/50-6(7)				CDI
56. ♦ (Ask if not observed.) Does the outdoor play area have a shaded area to protect children from excessive sun and heat?	90/50-6(8)				CDI
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57. ♦ (Ask if not observed.) Do children playing outside have drinking water outside whenever the outside temperature is 75 degrees or higher?	90/50-6(9)				CDI
(Observe.) Is the outdoor play area free of harmful objects and standing water?					
58. <b>Harmful objects include:</b>	90/50-6(5)				CDI
<ul style="list-style-type: none"> <li>• Raised decks or balconies 5' or higher or open basement stairwells, without a 36" protective barrier that has no gaps &gt; 5".</li> <li>• Unanchored heavy equipment a child could climb on and/or pull over on themselves, including an unanchored swing set.</li> <li>• Rotting garbage not in a container with a lid.</li> <li>• Asbestos or accessible fiberglass insulation.</li> <li>• Empty refrigerators or freezers a child could get shut in.</li> <li>• Welding torches.</li> <li>• Motor vehicles up on blocks, and car batteries.</li> <li>• Fence post stirrups.</li> <li>• Exposed live electrical wires.</li> <li>• Dead animals.</li> <li>• Filled milk or slop buckets.</li> <li>• Unattended running vehicles /farm equipment.</li> <li>• Standing ladders.</li> <li>• Unstable stacked wood piles or bales of hay or straw.</li> <li>• Rebar / metal rods less than 48" sticking up from the ground or out of a wall.</li> <li>• Standing water greater than 2".</li> </ul>					
<b>OUTDOOR PLAY EQUIPMENT</b>					
Is there outdoor play equipment?	YES	NO			
59. Is outdoor stationary play equipment used by any child in care located over a hard surface such as cement, asphalt, or packed dirt?	90/50-6(10)				CDI
60. LICENSED ONLY. Does outdoor stationary play equipment used by any child in care have a 3-foot use zone that is free of hard surfaces?	90-6(10)				CDI
61. ♦ (Ask if not observed.) Is the outdoor play equipment being used safely and in the manner intended by the manufacturer? ( <i>Unsafe use includes activities such as: walking or climbing up a slide, going down a slide head first, walking across the top of a swing set, climbing up the outside of covered slides, playing on the roof of a composite structure, swinging while standing and twisting while swinging.</i> )	90/50-6(11)				CDI
Do any of the following hazards exist on, within the use zone of, or adjacent to the use zone of any piece of stationary outdoor play equipment?					
62. Entrapment hazards anywhere a child's feet cannot touch the ground? (Infants/toddler > 23 1/4", preschoolers > 25 1/4", school age > 33"	90/50-6(12)				CDI
63. Crush, shearing, or sharp edge hazards?	90/50-6(14)				CDI
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	C	NC	NA	
64. Strangulation hazards? This includes hanging ropes, cords, twine, wires, or chains longer than 12" that can make a loop 5" in diameter, except if they have swings attached at the bottom of them. This does not include strangulation hazards (except ropes, cords, or chains) on the bottom surface of platforms over 48" high. <i>Other examples include</i> bolt ends that extend more than two threads beyond the face of the nut, hardware configurations that form a hook or leave a gap or space between components, and open "S" type hooks.	90/50-6(13)			CDI
65. Is the outdoor play equipment maintained to protect children's safety? <i>(For example: no equipment in danger of failing due to missing, broken, or worn out components, insecure or missing hardware, or rusted metal; no splintery wood; equipment is stable; cushioning is free of animal excrement.)</i>	90-6(16); 50-6(15)			CDI
66. When in use by children, is the outdoor play area free of animal excrement?	90/50-6(6)			CDI
67. LICENSED ONLY. Are there tripping hazards, such as concrete footings, tree stumps, exposed tree roots, or rocks within the use zone of any piece of stationary play equipment.	90-6(15)			CDI
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