

**DWS FFN UNANNOUNCED INSPECTION**

*childcarelicensing.utah.gov*

Name:	Location Address:	Facility Number:
Phone Number:	Provider's Home Child(ren)'s Home	Licensor(s):
Email:		
Inspection Date:	Start Time:          End Time:	Attempted Inspection

C - Compliance  
NC - Noncompliance

Regulation Violation(s) Action Needed		First Follow-Up	Second Follow-Up	Third Follow-Up
	Due Date	C    NC	C    NC	C    NC
	Due Date	C    NC	C    NC	C    NC
	Due Date	C    NC	C    NC	C    NC
	Due Date	C    NC	C    NC	C    NC
	Due Date	C    NC	C    NC	C    NC
	Due Date	C    NC	C    NC	C    NC
	Due Date	C    NC	C    NC	C    NC

Number of regulation violations:

If the only regulation violations were missing documentation, you must submit the documentation to your licensor. Remember to have your name on all documents.

If you don't show compliance by the due date, your approval will be deactivated and you won't be eligible to receive child care payments from the Department of Workforce Services (DWS).

Provider's Signature and Date:

**First Follow-Up Inspection**

Date:                      Start Time:                      End Time:                      Attempted Inspection

Number of regulation violations:

If on-site, Provider's Signature and Date:

**Second Follow-Up Inspection**

Date:                      Start Time:                      End Time:                      Attempted Inspection

Number of regulation violations:

If on-site, Provider's Signature and Date:

**Third Follow-Up Inspection**

Date:                      Start Time:                      End Time:                      Attempted Inspection

Number of regulation violations:

If on-site, Provider's Signature and Date:

**Notes**

**PROVIDER INFORMATION**

When Care Is Provided:

DWS Customer Name:

DWS Customer Name:

Number of Children:

Number of Children:

Relationship:

Grandparent      Aunt/Uncle      Cousin  
 Sibling Over Age 18      Friend/Neighbor

Relationship:

Grandparent      Aunt/Uncle      Cousin  
 Sibling Over Age 18      Friend/Neighbor

Children's Names and Ages:

Children's Names and Ages:

**BEFORE THE INSPECTION**

Yes    No

Ask: ► Is the home sub-divided with renters and/or landlords living in other areas of the home?

If the home is sub-divided, determine if the renters and/or landlords live in the same home as the provider.

Living in the same home means the individuals:

- daily share a bathroom, kitchen, and/or living area with others in the home; or
- don't have a signed rental/lease agreement with the person who owns the home; or
- don't have a separate mailing address and mailbox (A Post Office Box is not a separate mailing address); or
- don't live in an area with a separate outside entrance and no interior doorway (inside the home) between the living areas; or
- could have unsupervised access to the children in care.

Yes    No

Do renters and/or landlords live in the same home as the provider ?

If yes, their background checks and living areas will be assessed.

Notes:

**INSPECTION**

C - Compliance    NC - Noncompliance    NA - Not Applicable

\*Level 1 Noncompliance

✓Remain until there is compliance

QUESTIONS		Compliance			Notes
1) b)*	Care in the <b>provider's home</b> - Do the children or a parent live here? Care in the <b>child(ren)'s home</b> - Do you live here?	C	NC	NA	
1) c)*	When the provider lives in the same home as the child(ren) - Are you a sibling of the child(ren)?	C	NC	NA	
1) e)*	When care is in the <b>child(ren)'s home</b> - Is a parent of the child(ren), including a DWS customer working from home, there when care is provided?	C	NC	NA	
✓4) b)*	Are there infants in care? If yes - When they are sleeping, how do you supervise them?	C	NC	NA	
✓5) g) ii)*	- Do you place them on their backs for sleeping?	C	NC	NA	
✓5) l)*	Are there any animals accessible to the (child)ren? If yes - Do they have a history of dangerous, attacking, or aggressive behavior?	C	NC	NA	
6) c)*	Do you ensure that the children are not subjected to physical, emotional, or sexual abuse while in care?	C	NC	NA	
6) d)*	If you witness or suspect abuse, neglect, or exploitation of the children, will you report it to Child Protective Services?	C	NC	NA	

Notes:

BACKGROUND CHECKS		Compliance	Notes
2) b)*	<p><b>Ask ►</b> Since the last inspection, has anyone 12 or older moved into the home?            If yes - ► Did they pass the Background Check?</p>	C NC NA	
2) c)*	<p><b>Ask ►</b> Since the last inspection, has anyone 12 or older stayed in the home for more than 2 weeks?            If yes - ► Did they pass the Background Check?</p>	C NC NA	
2) d)*	<p><b>Ask ►</b> Since the last inspection, has anyone in the home turned 12 years old?            If yes - ► Did you submit Background Check information?            [N/A when care is in the <b>child(ren)'s home</b> and the child is a sibling of the children in care.]</p>	C NC NA	
2) a)* 2) e)*	<p>Have all Covered Individuals passed a background check?<b>Ask ►</b>            Who are the Covered Individuals?            [When care is in the <b>provider's home</b> - everyone 12 years old and older who live in the home]            [When care is in the <b>child(ren)'s home</b> - everyone 12 years old and older who live in the home except the DWS customer(s) and 12 to 17 year old siblings of children in care]</p>	C NC NA	

INDOOR AND OUTDOOR		Compliance	Notes
	--Children in care are all children younger than 13 years old, including the provider's children and any children who are in the home when care is provided.--		
	<b>Ask</b> ► Other than the child(ren) of the DWS customer(s), are there any other children younger than 13 years old in the home when care is provided? If yes, how many?		
✓3) a) i) ii)* ✓3) b) i) ii)*	<p><b>provider's home</b></p> <p>--When all children in care are siblings who are related to the provider and there are no other children in care - no limit</p> <p>--When there are children in care who are not siblings who are related to the provider - no more than 8 children and no more than 2 of those children can be younger than 2 years old</p> <p>(License or RC required when there are more than 4 unrelated children in care.)</p>	<p><b>child(ren)'s home</b></p> <p>--When all children in care are siblings and there are no other children in care - no limit</p> <p>--When there are children in care who are not siblings - no more than 8 children and no more than 2 of those children can be younger than 2 years old</p> <p>(Only the children living in the home can be in care.)</p>	C NC NA
✓4) a)*	Are all children actively supervised? (School-age children can be outdoors when providers are indoors and can hear them.) <b>Ask</b> ► How many children are in care?	C NC NA	
✓5) f)*	<b>Ask</b> ► Are there firearms on the premises? If yes - <b>Ask</b> ► Are they loaded? - Are they in a cabinet, safe, or area that is locked with a key, combination, or fingerprint lock?	C NC NA	
5) g)*	<b>Ask if not observed</b> ► Are there infants in care? If yes - Is there equipment designed for their sleep?	C NC NA	
5) h) vi)	<b>Ask is not observed</b> ► Are there portable space heaters, fireplaces, or wood burning stoves* that, when in use, are accessible?	C NC NA	
5) h) ii)*	Are there accessible empty refrigerators or freezers?	C NC NA	
5) h) iii)*	Are there accessible exposed live electrical wires?	C NC NA	
5) h) iv)*	Are there accessible open containers of alcohol?	C NC NA	
5) h) v)*	Are there accessible illegal substances?	C NC NA	
5) h) ix)*	Are there accessible open flames?	C NC NA	
5) b)	Is the home, outdoor area, toys, and equipment maintained in a safe manner to prevent injury to the child(ren)?	C NC NA	
6) e)*	Did the provider have appropriate interactions with the child(ren)?	C NC NA	

<b>OUTDOOR</b> Check when there is no outdoor area.		Compliance	Notes
5) j) i) (1)*	Are there accessible unanchored swings and/or large metal slides?	C NC NA	
5) j) i) (2)*	Are there accessible raised decks or balconies or open stairwells 5 feet or higher without protective barriers or with protective barriers with gaps greater than 5 by 5 inches?	C NC NA	
5) j) i) (3)*	Are there accessible motor vehicles on blocks?	C NC NA	
5) j) i) (4)*	Are there accessible rebar or metal rods less than 36 inches long sticking up from the ground or out of walls?	C NC NA	
5) j) ii)*	Is there accessible stationary play equipment over hard surfaces such as cement or asphalt?	C NC NA	
4) e)*	<b>Ask if not observed</b> ► Is there a trampoline? If yes - <b>Ask</b> ► How do you supervise children when they are on the trampoline?	C NC NA	
4) c)*	<b>Ask if not observed</b> ► Do you use wading pools? If yes - <b>Ask</b> ► How do you supervise children in the wading pool?	C NC NA	
4) d)*	<b>Ask if not observed</b> ► Is there a swimming pool that's not emptied after each use? If yes - <b>Ask</b> ► How do you supervise children when they are in the swimming pool?	C NC NA	
Notes:			