



Child Care CENTER Announced EP Inspection

This inspection checklist is the tool CCL licensors use to ensure consistency for every inspection.

R381-100 - [Childcarelicensing.utah.gov](https://childcarelicensing.utah.gov)

Facility Name:		Facility ID:		Phone Number:		Sticky Notes
Address:				Email Address:		
Director:		Approved Capacity:		Number of Rooms:		
License Expiration Date:		Last Announced:		Last Unannounced Inspection:		

Please Review The following items prior to the inspection: (Mark with a check mark if completed and make and necessary notes)			Please review the following items during the inspection: (Mark with a check mark if completed and make and necessary notes)		
<input type="checkbox"/>	DWS Eligible		<input type="checkbox"/>	Sex Offender Registry	
<input type="checkbox"/>	Date of last DWS Terms and Conditions:		<input type="checkbox"/>	DWS Payment to Provider Terms and Conditions signed	
<input type="checkbox"/>	DAS Review		<input type="checkbox"/>	Does provider have an Emergency Preparedness, Response, and Recovery Plan?	
<input type="checkbox"/>	Facility Personnel Listed in UCCLAPP		<input type="checkbox"/>	Training assessed at this inspection?	
<input type="checkbox"/>	Current Variances		<input type="checkbox"/>	Capacity of center during inspection	
<input type="checkbox"/>	Safety Glass		Additional Notes		
<input type="checkbox"/>	Crib Form				

Inspection Information:

- All areas that are inaccessible to children in care must remain inaccessible for this inspection. During the inspection, the licensor will ask to have locked areas unlocked. All accessible areas must be compliant with all applicable rules during the inspection.

- I will email you this inspection checklist after the inspection is completed. I will send you an official inspection report once this inspection has been approved by CCL management.

- If the only rule violations are documentation and/or records, please submit them to Licensing by the correction required date listed. A licensor may conduct a follow-up inspection to verify compliance and maintenance of any violation.

- You may submit feedback on this inspection through your Child Care Licensing Portal or at <https://childcarelicensing.utah.gov/EvalForm.html>

Signature Information

Inspection Type:		Date:		Time Started:		Time Ended:	
Number of Rule Violations:		Name of Individual Informed of this Inspection:		Licensor(s) Conducting this Inspection:			
Signature of Informed Individual:						Date Signed:	

Ratio and Group Size Verification

The information regarding classroom ratios and group size was verified and electronically recorded for the Office of Child Care during the Licensing Inspection. If you have any questions about the Child Care Quality System, please contact your local Care About Childcare.

Name of Individual Informed of Outcome	Signature of Informed Individual and Date Signed

Rule #	Rules	C = Compliant NC = Not Compliant NO = Not Observed NA = Not Applicable	C	NC	NO	NA	Compliance Required By:	Corrected During Inspection	RISK: Low, Moderate, High Extreme	Notes
Section 5: Rule Violations and Penalties			C	NC	NO	NA		CDI	L, M, H, Ex	Notes
-100-5(4)(e)	The department may deny or revoke a license if the child care provider <i>fails to allow authorized representatives of the department access to the facility</i> to ensure compliance with this rule		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
Section 6: Administration and Children's Records			C	NC	NO	NA		CDI	L, M, H, Ex	Notes
-100-6(3)	The provider shall protect children from conduct that endangers children in care, or is contrary to the health, morals, welfare, and safety of the public.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L, M, H	
Phase 3 Conditions	<ul style="list-style-type: none"> Did the provider restrict indoor groups of school-age children to no more than 20 children and one caregiver; 20 people or less for all other age groups? Did the provider restrict outdoor groups to 40 children or less, if outdoor square footage allows, and no more than 50 people total? If the provider's approved capacity was for more than 20 children, did the provider ensure each group of 20 individuals or less was in a separate room with full, solid walls that are higher than 6 feet? Did the provider stay within their licensing approved capacity? (ASK, if not observed) Did the provider allow groups of more than 20 individuals to gather together even for short times or special activities? (ASK, if not observed) Did the provider ensure that staff, children, household members, and visitors were screened for fever, cough, trouble breathing, sore throat, sudden change in taste or smell, and muscle aches and pains at the beginning of the day and upon arrival, and not allow any symptomatic individuals to enter the facility. Was anyone with any of these symptoms sent home and tested for COVID-19? (ASK, if not observed) Did the provider ensure that anyone coming into the facility washed their hands with soap and running water or alcohol-based hand sanitizer before touching any facility surface? (ASK, if not observed) Did the provider restrict off-site activities to places or environments where social distance and proper cleaning practices can be controlled? (ASK, if not observed) If there was a confirmed case of COVID-19 at the facility, did the provider consult with their local health department and follow their instructions? (ASK, if not observed) Did the provider ensure that surfaces, items, and areas that are used and touched often were cleaned and sanitized at least daily and before a new group used the room? 		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	H	
-100-6(6)	The provider shall post their unaltered child care license on the facility premises in a place readily visible and accessible to the public.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-6(7)	The provider shall post a current copy of the department's Parent Guide at the facility for parent review during business hours.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	

-100-7(20)(a)-(j)	The provider shall ensure that annual child care training includes at least the following topics: (a) current department rule Sections R381-100-7 through R381-100-24; (b) disaster preparedness, response, and recovery; (c) pediatric first aid and CPR; (d) children with special needs; (e) safe handling and disposal of hazardous materials; (f) the prevention, signs, and symptoms of child abuse and neglect, including child sexual abuse, and legal reporting requirements; (g) principles of child growth and development, including brain development; (h) prevention of shaken baby syndrome and abusive head trauma, and coping with crying babies; (i) prevention of sudden infant death syndrome (SIDS) and use of safe sleeping practices; and (j) recognizing the signs of homelessness and available assistance.	<input type="checkbox"/>	L					
-100-7(21)(a)-(d)	The provider shall ensure that documentation of each individual's annual child care training is kept on-site for review by the department and includes the following: (a) training topic; (b) date of the training; (c) name of the individual or organization that presented the training; and (d) total hours or minutes of training.	<input type="checkbox"/>	L					
-100-7(23) (a)-(c)	The provider shall ensure that at least one staff member with a current Red Cross, American Heart Association, or equivalent pediatric first aid and CPR certification is present when children are in care: (a) at the facility; (b) in each vehicle transporting children; and (c) at each offsite activity.	<input type="checkbox"/>	M					
-100-7(24)	The provider shall ensure that CPR certification includes hands-on testing.	<input type="checkbox"/>	M					
-100-7(25)(a)-(c)	The provider shall ensure that the following records for each covered individual are kept on-site for review by the department: (a) the date of initial employment or association with the program; (b) a current pediatric first aid and CPR certification, if required in this rule; and (c) a six-week record of the times worked each day.	<input type="checkbox"/>	L					
Section 8: Background Checks		C	NC	NO	NA	CDI	L, M, H, Ex	Notes
-100-8(1)(a)-(b)	Before a new covered individual becomes involved with child care in the program, the provider shall use the CCL provider portal search to: (a) verify that the individual has a current CCL background check; and (b) associate that individual with their facility if the covered individual appears in the search.	<input type="checkbox"/>	M					
-100-8(2)(a)-(d)	Before a new covered individual who does not appear in the CCL provider portal search becomes involved with child care in the program, the provider shall: (a) have the individual submit an online background check form and fingerprints for individuals age 18 years old and older; (b) authorize the individual's background check through the CCL provider's portal; (c) pay any required fees; and (d) receive written notice from CCL that the individual passed the background check.	<input type="checkbox"/>	H					
-100-8(4)(a)-(c)	Within ten working days from when a child who resides in the facility turns 12 years old , the provider shall: (a) ensure that an online background check form is submitted; (b) authorize the child's background check through the CCL provider's portal; and (c) pay any required fees.	<input type="checkbox"/>	M					

-100-8(11)	If a covered individual fails to pass a CCL background check, including that the individual has been convicted, has pleaded no contest, or is currently subject to a plea in abeyance or diversion agreement for a felony or misdemeanor, the provider shall prohibit that individual from being employed by the child care program or residing at the facility until the reason for the denial is resolved.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	H	
-100-8(14)	The provider and the covered individual shall notify the department within 48 hours of becoming aware of the covered individual's arrest warrant, felony or misdemeanor arrest, charge, conviction, or supported LIS finding.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
Section 9: Facility		C	NC	NO	NA		CDI	L, M, H, Ex	Notes
-100-9(5)	The provider shall ensure that the number of children in care at any given time does not exceed the capacity identified on the license. (ASK for a total number including children being transported and on offsite activities)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-9(6)	The provider shall ensure that any building or play structure on the premises constructed before 1978 that has peeling, flaking, chalking, or falling paint is tested for lead.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M, H	
-100-9(7)	The provider shall ensure that each room and indoor area that is used by children is ventilated by mechanical ventilation, or by windows that open and have screens.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L, M	
-100-9(8)	The provider shall ensure that windows and glass doors within 36 inches from the floor or ground are made of safety or tempered glass , or have a protective guard.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-9(9)	The provider shall ensure that rooms and areas have adequate light intensity for the safety of the children and the type of activity being conducted.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L, M	
-100-9(10)	The provider shall maintain the indoor temperature between 65 and 82 degrees Fahrenheit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L, M	
-100-9(11)	The provider shall ensure that there is a working telephone at the facility, in each vehicle while transporting children, and during offsite activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-9(12)	The provider shall ensure that there is a working handwashing sink in each classroom or next to each classroom in buildings constructed after July 1, 1997.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-9(13)(a)-(b)	The provider shall ensure that rooms where infants or toddlers are cared for have: (a) one sink that is used exclusively for the preparation of food and bottles and handwashing before food preparation, and another sink that is used only for handwashing after diapering and nonfood activities; or (b) one working sink that is used only for handwashing in the room, and bottle and food preparation is done in the kitchen and brought to the infant and toddler area by a non-diapering staff member.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-9(15)	The provider shall ensure that there is at least one bathroom that provides privacy available for use by school-age children.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-9(19)	The provider shall ensure that the outdoor area is enclosed within a fence, wall, or solid natural barrier that is at least four feet high.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M, H	
-100-9(20)	The provider shall ensure that there is no gap five by five inches or greater in or under the fence or barrier.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M, H	
-100-9(22)	The provider shall ensure that there is shade available to protect the children from excessive sun and heat when children are in the outdoor area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L, M	

-100-9(23)(a)-(c)	If there is a swimming pool on the premises that is not emptied after each use, the provider shall: (a) meet applicable state and local laws and ordinances related to the operation of a swimming pool; (b) maintain the pool in a safe manner; and (c) when not in use, cover the pool with a commercially-made safety enclosure that is installed according to the manufacturer's instructions, or enclose the pool within at least a four-foot-high fence or solid barrier that is kept locked and that separates the pool from any other areas on the premises.	<input type="checkbox"/>	H						
-100-9(24)(a)-(f)	The provider shall maintain buildings and outdoor areas in good repair and safe condition including: (a) ceilings, walls, and floor coverings; (b) lighting, bathroom, and other fixtures; (c) draperies, blinds, and other window coverings; (d) indoor and outdoor play equipment; (e) furniture, toys, and materials accessible to the children; and (f) entrances, exits, steps, and walkways including keeping them free of ice, snow, and other hazards.	<input type="checkbox"/>	L, M, H						
-100-9(25)	The provider shall ensure that accessible raised decks or balconies that are five feet or higher, and open stairwells that are five feet or deeper have protective barriers that are at least three feet high.	<input type="checkbox"/>	M, H						
Section 10: Ratios and Group Size		C	NC	NO	NA		CDI	L, M, H, Ex	Notes
-100-10(1)(a)-(b)	As listed in Table 1 for single-age groups of children , the provider shall: (a) maintain at least the number of caregivers and not exceed the number of children in the caregiver-to-child ratio; and (b) not exceed the group sizes.	<input type="checkbox"/>	L, M, H						
-100-10(2)(a)-(b)	As listed in Tables 2-13 for mixed-age groups of children, the provider shall: (a) maintain at least the number of caregivers and not exceed the number of children in the caregiver-to-child ratio, and (b) not exceed the group sizes.	<input type="checkbox"/>	L, M, H						
-100-10(3)	The provider shall ensure that infants and toddlers are included in mixed-age groups only when eight or fewer children are present in the group.	<input type="checkbox"/>	H						
-100-10(4)	Unless permitted in table 2, if more than two children who are younger than 24 months old are included in a mixed-age group , and the group has more than four children, the provider shall ensure that there are at least two caregivers with the group.	<input type="checkbox"/>	H						
-100-10(6)	The provider shall ensure that there are at least two caregivers present when there is only one group of children on the premises and that group has more than eight children, or more than two infants or toddlers.	<input type="checkbox"/>	H						
-100-10(8)	The provider may include caregivers, student interns who are registered in a high school or college child care course, and volunteers who are 16 or 17 years old in the caregiver-to-child ratio.	<input type="checkbox"/>	M						
-100-10(9)	The provider shall ensure that guests do not count in caregiver-to-child ratios.	<input type="checkbox"/>	L, M, H						
Section 11: Child Supervision and Security		C	NC	NO	NA		CDI	L, M, H, Ex	Notes

-100-11(1)(a)-(f)	The provider shall ensure that caregivers provide and maintain active supervision of each child , including: (a) for children younger than five years old, a caregiver is physically present in the room or area with the children; (b) for school-age children, a caregiver can hear the children and is close enough to intervene; (c) caregivers know the number of children in their care at any time; (d) caregivers' attention is focused on the children and not on caregivers' personal interests; (e) caregivers are aware of the entire group of children even when interacting with a smaller group or an individual child; and (f) caregivers position themselves so each child in their assigned group is actively supervised. ASK how many children are in your care, including those not in this area?	<input type="checkbox"/>	M, H						
-100-11(5)(a), (d), (e)	To maintain security and supervision of children, the provider shall ensure that each child is signed in and out ; individuals signing children in and out use identifiers , such as a signature, initials, or electronic code; and the sign-in and sign-out records include the date and time each child arrives and leaves ;	<input type="checkbox"/>	L, H						
Section 12: Child Guidance and Interaction		C	NC	NO	NA		CDI	L, M, H, Ex	Notes
-100-12(5)(a)-(f)	The provider shall ensure that interactions with the children do not include : (a) any form of corporal punishment or any action that produces physical pain or discomfort such as hitting, spanking, shaking, biting, or pinching; (b) restraining a child's movement by binding, tying, or any other form of restraint that exceeds gentle, passive restraint; (c) shouting at children; (d) any form of emotional abuse; (e) forcing or withholding food, rest, or toileting; or (f) confining a child in a closet, locked room, or other enclosure such as a box, cupboard, or cage.	<input type="checkbox"/>	H						
Section 13: Child Safety and Injury Prevention		C	NC	NO	NA		CDI	L, M, H, Ex	Notes
-100-13(1)	The provider shall ensure that the building, outdoor area, toys, and equipment are used in a safe manner and as intended by the manufacturer to prevent injury to children.	<input type="checkbox"/>	M						
-100-13(3)	The provider shall ensure that sharp objects, edges, corners, or points that could cut or puncture skin are inaccessible to children.	<input type="checkbox"/>	M						
-100-13(4)	The provider shall ensure that choking hazards are inaccessible to children younger than three years old.	<input type="checkbox"/>	M						
-100-13(5)	The provider shall ensure that strangulation hazards such as ropes, cords, chains, and wires attached to a structure and long enough to encircle a child's neck are inaccessible to children.	<input type="checkbox"/>	M						
-100-13(6)	The provider shall ensure that tripping hazards such as unsecured flooring, rugs with curled edges, or cords in walkways are inaccessible to children.	<input type="checkbox"/>	M						
-100-13(7)	The provider shall ensure that empty plastic bags large enough for a child's head to fit inside, latex gloves, and balloons are inaccessible to children younger than five years old.	<input type="checkbox"/>	M						
-100-13(8)	The provider shall ensure that standing water that measures two inches or deeper and five by five inches or greater in diameter is inaccessible to children.	<input type="checkbox"/>	H						
-100-13(9)(a)-(d)	The provider shall ensure that toxic or hazardous chemicals such as cleaners, insecticides, lawn products, and flammable, corrosive, and reactive materials are: (a) inaccessible to children; (b) used according to manufacturer instructions; (c) stored in containers labeled with the contents of the container; and (d) disposed of properly.	<input type="checkbox"/>	M						

-100-13(10)(a)-(d)	The provider shall ensure that the following items are inaccessible to children: (a) matches or cigarette lighters; (b) open flames; (c) hot wax or other hot substances; and (d) when in use, portable space heaters, wood burning stoves, and fireplaces.	<input type="checkbox"/>	M, H						
-100-13(11)(a)-(b)	The provider shall ensure that the following items are inaccessible to children: (a) live electrical wires; and (b) for children younger than five years old, electrical outlets and surge protectors without protective caps or safety devices when not in use.	<input type="checkbox"/>	M, H						
-100-13(12)(a)-(b)	Unless used and stored in compliance with the Utah Concealed Weapons Act or as otherwise allowed by law, the provider shall ensure that firearms such as guns, muzzleloaders, rifles, shotguns, hand guns, pistols, and automatic guns are: (a) locked in a cabinet or area using a key, combination lock, or fingerprint lock; and (b) stored unloaded and separate from ammunition.	<input type="checkbox"/>	H, Ex						
-100-13(13)	The provider shall ensure that weapons such as paintball guns, BB guns, airsoft guns, sling shots, arrows, and mace are inaccessible to children.	<input type="checkbox"/>	H						
-100-13(14)	The provider shall ensure that alcohol, illegal substances, and sexually explicit material are inaccessible, and not used on the premises, during offsite activities, or in center vehicles any time a child is in care.	<input type="checkbox"/>	H						
-100-13(15)	The provider shall ensure that an outdoor source of drinking water, such as individually labeled water bottles, a pitcher of water and individual cups, or a working water fountain is available to each child when the outside temperature is 75 degrees or higher.	<input type="checkbox"/>	M, H						
-100-13(16)	The provider shall ensure that areas accessible to children are free of heavy or unstable objects that children could pull down on themselves, such as furniture, unsecured televisions, and standing ladders.	<input type="checkbox"/>	M						
-100-13(17)	The provider shall ensure that hot water accessible to children does not exceed 120 degrees Fahrenheit.	<input type="checkbox"/>	L, M						
-100-13(18)	The provider shall ensure that highchairs that are used by children have T-shaped safety straps or safety devices that are used when a child is in the chair.	<input type="checkbox"/>	M, H						
-100-13(19)	The provider shall ensure that infant walkers with wheels are inaccessible to children.	<input type="checkbox"/>	M						
-100-13(20)(a)-(d)	The provider shall ensure that tobacco, e-cigarettes, e-juice, e-liquids, and similar products are inaccessible and, in compliance with the Utah Indoor Clean Air Act, not used: (a) in the facility or any other building when a child is in care; (b) in any vehicle that is being used to transport a child in care; (c) within 25 feet of any entrance to the facility or other building occupied by a child in care; or (d) in any outdoor area or within 25 feet of any outdoor area occupied by a child in care.	<input type="checkbox"/>	M, H						
Section 14: Emergency Preparedness Response, and Recovery		C	NC	NO	NA		CDI	L, M, H, Ex	Notes
-100-14(1)(a)-(d)	The provider shall have a written emergency preparedness, response, and recovery plan that: (a) includes procedures for evacuation, relocation, shelter in place, lockdown, communication with and reunification of families, and continuity of operations; (b) includes procedures for accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions; (c) is available for review by parents, staff, and the departments during business hours; and (d) is followed if an emergency happens, unless otherwise instructed by emergency personnel.	<input type="checkbox"/>	M						

-100-14(2)	The provider shall post the center's street address and emergency numbers, including at least fire, police, and poison control, near each telephone in the center or in an area clearly visible to anyone needing the information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L, M, H	
-100-14(3)	The provider shall keep first-aid supplies in the center, including at least antiseptic, bandages, and tweezers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-14(4)	The provider shall conduct fire evacuation drills monthly and make sure drills include a complete exit of each child, staff, and volunteers from the building.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-14(5)(a)-(e)	The provider shall document each fire drill , including: (a) the date and time of the drill; (b) the number of children participating; (c) the name of the individual supervising the drill; (d) the total time to complete the evacuation; and (e) any problems encountered and remediation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-14(6)	The provider shall conduct drills for disasters other than fires at least once every six months.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-14(7)(a)-(e)	The provider shall document each disaster drill , including: (a) the type of disaster, such as earthquake, flood, prolonged power or water outage, or tornado; (b) the date and time of the drill; (c) the number of children participating; (d) the name of the individual supervising the drill; and (e) any problems encountered and remediation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-14(8)	The provider shall vary the days and times on which fire and other disaster drills are held.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-14(9)	The provider shall keep documentation of the previous 12 months of fire and disaster drills on-site for review by the department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-14(13)(a)-(b)	If a child is injured while in care and receives medical attention, or for a child fatality, the provider shall: (a) submit a completed accident report form to the department within the next business day of the incident; or (b) contact the department within the next business day and submit a completed accident report form within five business days of the incident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L, M, H	
-100-14(14)	The provider shall keep a six-week record of each incident, accident, and injury report on-site for review by the department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
Section 15: Health and Infection Control		C	NC	NO	NA		CDI	L, M, H, Ex	Notes
-100-15(1)(a)-(f)	The provider shall keep the building, furnishings, equipment, and outdoor area clean and sanitary including: (a) walls and flooring clean and free of spills, dirt, and grime; (b) areas and equipment used for the storage, preparation, and service of food clean and sanitary; (c) surfaces free of rotting food or a build-up of food; (d) the building and grounds free of a build-up of litter, trash, and garbage; (e) frequently touched surfaces, including doorknobs and light switches, cleaned and sanitized; and (f) the facility free of animal feces.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-15(2)	The provider shall take safe and effective measures to prevent and eliminate the presence of insects, rodents, and other pests.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-15(3)(a)-(c)	The provider shall clean and sanitize any toys and materials used by children: (a) at least once a week or more often if needed; (b) after being put in a child's mouth and before another child plays with the toy; and (c) after being contaminated by a body fluid.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-15(4)	The provider shall ensure that fabric toys and items such as stuffed animals, cloth dolls, pillow covers, and dress-up clothes are machine washable and if used, washed at least each week or as needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	

-100-15(5)	The provider shall clean and sanitize highchair trays before each use.	<input type="checkbox"/>	L				
-100-15(6)	The provider shall clean and sanitize water play tables or tubs daily if used by the children.	<input type="checkbox"/>	M				
-100-15(7)	The provider shall clean and sanitize bathroom surfaces including toilets, sinks, faucets, toilet and sink handles, and counters each day the facility is open for business.	<input type="checkbox"/>	M				
-100-15(8)	The provider shall clean and sanitize potty chairs after each use.	<input type="checkbox"/>	M				
-100-15(9)	The provider shall keep toilet paper in a dispenser that is accessible to children	<input type="checkbox"/>	M				
-100-15(10)	The provider shall post handwashing procedures that are readily visible from each handwashing sink and shall ensure that the procedures are followed.	<input type="checkbox"/>	L				
-100-15(11)(a)-(g)	The provider shall ensure that staff and volunteers wash their hands thoroughly with liquid soap and running water: (a) upon arrival; (b) before handling or preparing food or bottles; (c) before and after eating meals and snacks or feeding a child; (d) after using the toilet or helping a child use the toilet; (e) after contact with a body fluid; (f) when coming in from outdoors; and (g) after cleaning up or taking out garbage.	<input type="checkbox"/>	M				
-100-15(13)(a)-(f)	The provider shall ensure that children wash their hands thoroughly with liquid soap and running water: (a) upon arrival; (b) before and after eating meals and snacks; (c) after using the toilet; (d) after contact with a body fluid; (e) before using a water play table or tub; and (f) when coming in from outdoors.	<input type="checkbox"/>	M				
-100-15(14)	The provider shall ensure that only single-use towels from a covered dispenser or an electric hand dryer is used to dry hands.	<input type="checkbox"/>	L				
-100-15(15)	The provider shall store personal hygiene items , such as toothbrushes, combs, and hair accessories separate, so they do not touch each other, and ensure they are not shared or they are sanitized between each use.	<input type="checkbox"/>	L				
-100-15(16)(a)-(b)	The provider shall ensure that pacifiers, bottles, and nondisposable drinking cups are: (a) labeled with each child's name or individually identified; and (b) not shared, or washed and sanitized before being used by another child.	<input type="checkbox"/>	M				
-100-15(17)	The provider shall ensure that a child's clothing is promptly changed if the child has a toileting accident.	<input type="checkbox"/>	M				
-100-15(18)(a)-(c)	The provider shall ensure that children's clothing that is wet or soiled from a body fluid is: (a) not rinsed or washed at the center; (b) placed in a leakproof container that is labeled with the child's name; and (c) returned to the parent, or thrown away with parental consent.	<input type="checkbox"/>	M				
-100-15(21)(a)-(b)	If a child becomes ill while in care: (a) the provider shall contact the child's parent or, if the parent cannot be reached, an individual listed as the emergency contact to immediately pick up the child; and (b) if the child is ill with an infectious disease, the provider shall make the child comfortable in a safe, supervised area that is separated from the other children until the parent arrives.	<input type="checkbox"/>	M				

-100-15(24)(a)-(c)	To prevent contamination of food, the spread of foodborne illnesses, and other diseases, the provider shall ensure that: (a) individuals who prepare food in the kitchen do not change diapers or help in toileting children; (b) caregivers who care for diapered children only prepare food for the children in their care, and they do not prepare food outside of the room used by the diapered children or prepare food for other children and adults in the facility; and (c) individuals with an infectious disease or showing symptoms such as diarrhea, fever, coughing, or vomiting do not prepare or serve foods.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M		
Section 16: Food and Nutrition		C	NC	NO	NA		CDI	L, M, H, Ex	Notes	
-100-16(1)	The provider shall offer a meal or snack to each child age two years old and older at least once every three hours.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M		
-100-16(2)(a)-(e)	If food for children's meals or snacks is supplied by the provider, the provider shall ensure that: (a) the meal service meets local health department food service rules; (b) the foods that are served meet the nutritional requirements of the USDA Child and Adult Care Food Program (CACFP) whether or not the provider participates in the CACFP; (c) the provider uses the CACFP meal pattern requirements, the standard department-approved menus, or menus approved by a registered dietitian, and that dietitian approval is noted and dated on the menus, and current within the past five years; (d) the current week's menu is posted for review by parents and the department; and (e) if not participating or in good standing with the CACFP, keep a six-week record of foods served at each meal and snack.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L		
-100-16(3)(a)-(b)	The provider shall ensure that the individual who serves food to children: (a) is aware of the children in their assigned group who have food allergies or sensitivities; and (b) ensures that the children are not served the food or drink they are allergic or sensitive to.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M, H		
-100-16(4)	The provider shall not place children's food on a bare table, and shall serve children's food on dishes, napkins, or sanitary highchair trays, except an individual finger food such as a cracker, which may be placed directly in a child's hand.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L		
-100-16(5)(a)-(c)	If parents bring food and drink for their child's use, the provider shall ensure that the food is: (a) labeled with the child's name; (b) refrigerated if needed; and (c) consumed only by that child.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L		
Section 17: Medications		<input type="checkbox"/>	Check here if there are NO Medications on the premises and the provider does not administer medications					CDI	L, M, H, Ex	Notes
-100-17(1)	The provider shall lock nonrefrigerated medications or store them at least 48 inches above the floor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M		
-100-17(2)	The provider shall lock refrigerated medications or store them at least 36 inches above the floor and, if liquid, store them in a separate leakproof container.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M		
-100-17(3)(a)-(d)	If parents supply any over-the-counter or prescription medications, the provider shall ensure those medications are: (a) labeled with the child's full name; (b) kept in the original or pharmacy container; (c) have the original label; and (d) have child-safety caps.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M, H		

-100-17(5)(a)-(d)	The provider shall ensure that the medication permission form includes at least: (a) the name of the child; (b) the name of the medication; (c) written instructions for administration; and (d) the parent signature and the date signed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-17(6)(a)-(d)	The provider shall ensure that instructions for administering the medication include at least: (a) the dosage; (b) how the medication will be given; (c) the times and dates to administer the medication; and (d) the disease or condition being treated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-17(9)(a)-(c)	The provider shall ensure that immediately after administering a medication, the staff giving the medication records the following information: (a) the date, time, and dosage of the medication given; (b) any error in administering the medication or adverse reactions; and (c) their signature or initials.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M, H	
-100-17(12)	The provider shall keep a six-week record of medication permission and administration forms on-site for review by the department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
Section 18: Activities		C	NC	NO	NA		CDI	L, M, H, Ex	Notes
-100-18(1)	The provider shall offer daily activities that support each child's healthy physical, social, emotional, cognitive, and language development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-18(2)	The provider shall ensure that daily activities include outdoor play as weather and air quality allow.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-18(3)	The provider shall ensure that physical development activities include light, moderate, and vigorous physical activity for a daily total of at least 15 minutes for every two hours children spend in the program.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-18(4)(a)-(b)	For each preschool and school-age group, the provider shall post a daily schedule that includes: (a) activities that support children's healthy development; and (b) the times activities occur including at least meal, snack, nap or rest, and outdoor play times.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-18(5)	The provider shall ensure that toys, materials, and equipment needed to support children's healthy development are available to the children.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-18(6)(a)-(c)	Except for occasional special events, the provider shall ensure that the children's primary screen time activity on media such as television, cell phones, tablets, and computers is: (a) not allowed for children zero to 17 months old; (b) limited for children 18 months to four years old to one hour a day, or five hours a week with a maximum screen time of two hours per activity; and (c) planned to address the needs of children five to 12 years old.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-18(7)(a)-(f)	If swimming activities are offered or if wading pools are used , the provider shall ensure that: (a) the parent gives permission before their child in care uses the pool; (b) caregivers stay at the pool supervising when a child is in the pool or has access to the pool, and when an accessible pool has water in it; (c) diapered children wear swim diapers when they are in the pool; (d) wading pools are emptied and sanitized after use by each group of children; (e) if the pool is over four feet deep, there is a lifeguard on duty who is certified by the Red Cross or other approved certification program any time children have access to the pool; and (f) lifeguards and pool personnel do not count toward the caregiver-to-child ratio.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M, H	

-100-18(8)(a)-(f)	If offsite activities are offered , the provider shall ensure that: (a) the parent gives written consent before each activity; (b) the required caregiver-to-child ratio and supervision are maintained during the entire activity; (c) first aid supplies, including at least antiseptic, bandages, and tweezers are available; (d) children wear or carry with them the name and phone number of the center; (e) children's names are not used on nametags, t-shirts, or in other visible ways; and (f) there is a way for caregivers and children to wash their hands with soap and water, or with wet wipes and hand sanitizer if there is no source of running water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M, H		
-100-18(9)(a)-(e)	The provider shall ensure that a caregiver with the children takes the written emergency information and releases for each child in the group on each offsite activity, and that the information includes at least: (a) the child's name; (b) the parent's name and phone number; (c) the name and phone number of an individual to notify if an emergency happens and the parent cannot be contacted; (d) the names of people authorized by the parents to pick up the child; and (e) current emergency medical treatment and emergency medical transportation releases.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M		
Section 19: Play Equipment		<input type="checkbox"/>	Check here if there is no play equipment				CDI	L, M, H, Ex	Notes
-100-19(1)	The provider shall ensure that children using play equipment use it safely and in the manner intended by the manufacturer .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M		
-100-19(2)	The provider shall ensure that the highest designated play surface on stationary play equipment used by infants or toddlers does not exceed three feet in height.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M		
-100-19(3)	The provider shall ensure that swings used by infants or toddlers have enclosed seats .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H		
-100-19(4)(a)-(c)	The provider shall ensure that stationary play equipment has a surrounding use zone that extends from the outermost edge of the equipment and that, with the exception of swings, stationary play equipment that is: (a) used by infants or toddlers has at least a three-foot use zone if any designated play surface is higher than 18 inches ; (b) used by preschoolers has at least a six-foot use zone if any designated play surface is higher than 20 inches ; and (c) used by school-age children has at least a six-foot use zone if any designated play surface is higher than 30 inches .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M		
-100-19(5)	The provider shall ensure that the use zone in the front and rear of a single-axis, enclosed swing extends at least twice the distance of the swing pivot point to the swing seat.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M		
-100-19(6)	The provider shall ensure that the use zone in the front and rear of a single-axis swing extends at least twice the distance of the swing pivot point to the ground.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M		
-100-19(7)(a)-(b)	The provider shall ensure that the use zone for a multi-axis swing , such as a tire swing, extends: (a) at least the measurement of the suspending rope or chain plus three feet, if the swing is used by infants or toddlers; or (b) at least the measurement of the suspending rope or chain plus six feet, if the swing is used by preschoolers or school-age children.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M		
-100-19(8)(a)-(b)	The provider shall ensure that the use zone for a merry-go-round extends: (a) at least three feet in any direction from its outermost edge if the merry-go-round is used by infants or toddlers; or (b) at least six feet in any direction from its outermost edge if the merry-go-round is used by preschoolers or school-age children.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M		

-100-19(9)(a)-(b)	The provider shall ensure that the use zone for a spring rocker extends: (a) at least three feet from the outermost edge of the rocker when at rest; or (b) at least six feet from the outermost edge of the rocker when at rest if the seat is higher than 20 inches, and the rocker is used by preschoolers or school-age children.	<input type="checkbox"/>	M				
-100-19(10)(a)-(d)	The provider shall ensure that the following use zones do not overlap the use zone of any other piece of play equipment : (a) the use zone in front of a slide; (b) the use zone in the front and rear of any single-axis swing, including a single-axis enclosed swing; (c) the use zone of a multi-axis swing; and (d) the use zone of a merry-go-round if the platform diameter measures 20 inches or more.	<input type="checkbox"/>	M				
-100-19(11)(a)-(b)	Unless prohibited in Subsection R381-100-19(10), the provider shall ensure that the use zones of play equipment only overlap when : (a) the equipment is used by infants or toddlers, and there is at least three feet between the pieces of equipment; or (b) the equipment is used by preschoolers or school-age children and there is at least six feet between the pieces of equipment if the designated play surface is 30 inches or lower, or there is at least nine feet between the pieces of equipment if the designated play surface is higher than 30 inches.	<input type="checkbox"/>	M				
-100-19(12)	The provider shall ensure that, when in use, stationary play equipment is not placed on a hard surface such as concrete, asphalt, dirt, or the bare floor.	<input type="checkbox"/>	M				
-100-19(13)	The provider shall ensure that protective cushioning covers the entire surface of each required use zone and that its depth or thickness is determined by the highest designated play surface of the equipment .	<input type="checkbox"/>	M				
-100-19(14)(a)-(c)	If sand, gravel, or shredded tires are used as protective cushioning , the provider shall: (a) ensure that the cushioning is periodically checked for compaction and loosened to the depth listed in Table 14 if compacted; (b) if the material cannot be loosened due to extreme weather conditions, not allow children to play on the equipment until the material can be loosened to the required depth; and (c) ensure that the depth of the material meets the guidelines in Table 14.	<input type="checkbox"/>	M				
-100-19(15)(a)-(c)	If shredded wood products are used as protective cushioning , the provider shall: (a) keep on-site for review by the department documentation from the manufacturer that the wood product is protective cushioning; (b) ensure there is adequate drainage under the material; and (c) ensure the depth of the shredded wood meets the guidelines in Table 15.	<input type="checkbox"/>	M				
-100-19(16)	If a unitary cushioning is used , the provider shall maintain on-site for review by the department documentation from the manufacturer that the material is cushioning for playgrounds.	<input type="checkbox"/>	L, M				
-100-19(17)	If a unitary cushioning is used , the provider shall ensure that the cushioning material is securely installed, so that it cannot become displaced when children jump, run, walk, land, or move on it, or be moved by children picking it up.	<input type="checkbox"/>	M				
-100-19(18)(a)-(c)	The provider shall ensure that a play equipment platform that is more than: (a) 18 inches above the floor or ground and used by infants or toddlers has a protective barrier that is at least 24 inches high ; (b) 30 inches above the floor or ground and used by preschoolers has a protective barrier that is at least 29 inches high ; and (c) 48 inches above the floor or ground and used by school-age children has a protective barrier that is at least 38 inches high .	<input type="checkbox"/>	M				

-100-19(19)	The provider shall ensure that there is no gap greater than 3-1/2 inches in or under a required protective barrier on a play equipment platform.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-19(20)	The provider shall ensure that stationary play equipment is stable or securely anchored.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-19(21)	The provider shall ensure that there are no trampolines on the premises that are accessible to any child in care.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H	
-100-19(22)	The provider shall ensure that there are no entrapment hazards on or within the use zone of any piece of stationary play equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H	
-100-19(23)	The provider shall ensure that there are no strangulation hazards on or within the use zone of any piece of stationary play equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H	
-100-19(24)	The provider shall ensure that there are no crush, shearing, or sharp edge hazards on or within the use zone of any piece of stationary play equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H	
-100-19(25)	The provider shall ensure that there are no tripping hazards such as concrete footings, tree stumps, tree roots, or rocks within the use zone of any piece of stationary play equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
Section 20: Transportation		<input type="checkbox"/>	Check here if the provider does not transport children			CDI	L, M, H, Ex	Notes
-100-20(1)(a)-(b)	For each child being transported, the provider shall have a transportation permission form : (a) signed by the parent; and (b) on-site for review by the department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-20(2)(a)-(e)	The provider shall ensure that each vehicle used for transporting children : (a) is enclosed with a roof or top; (b) is equipped with safety restraints ; (c) has a current vehicle registration ; (d) is maintained in a safe and clean condition ; and (e) contains first aid supplies , including at least antiseptic, bandages, and tweezers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-20(3)(a)-(c)	The provider shall ensure that the safety restraints in each vehicle that transports children are: (a) appropriate for the age and size of each child who is transported, as required by Utah law; (b) properly installed; and (c) in safe condition and working order.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-20(4)(a)-(i)	The provider shall ensure that the driver of each vehicle who is transporting children : (a) is at least 18 years old; (b) has and carries with them a current, valid driver's license for the type of vehicle being driven; (c) has with them the written emergency contact information for each child being transported; (d) ensures that each child being transported is in an individual safety restraint that is used according to Utah law; (e) ensures that the inside vehicle temperature is between 60-85 degrees Fahrenheit; (f) never leaves a child in the vehicle unattended by an adult; (g) ensures that children stay seated while the vehicle is moving; (h) never leaves the keys in the ignition when not in the driver's seat; and (i) ensures that the vehicle is locked during transport.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M, H	
Section 21: Animals		<input type="checkbox"/>	Please check this box if there are no animals on the premises			CDI	L, M, H, Ex	Notes
-100-21(1)	The provider shall inform parents of the kinds of animals allowed at the facility.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	L	
-100-21(2)(a)-(c)	The provider shall ensure that there is no animal on the premises that : (a) is naturally aggressive ; (b) has a history of dangerous, attacking, or aggressive behavior ; or (c) has a history of biting even one individual.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H	

CUSHIONING INFORMATION: DPS / Bar / Pivot								
Required Depth	Fine Sand	Course Sand	Fine Gravel	Medium Gravel	Shredded Tires	Engineered Wood Fiber	Wood Chips	Mulch
6 inches	Up to 6 feet	Up to 5 feet	Up to 6 feet	Up to 5 feet	Up to 12 feet	Up to 6 feet	Up to 7 feet	Up to 6 feet
9 inches	Over 6 feet up to 9 feet	Over 5 feet up to 6 feet	Over 6 feet up to 10 feet	Over 5 feet up to 6 feet	NA	Over 6 feet or higher	Over 7 feet up to 11 feet	Over 6 feet up to 11 feet
Not Allowed	Over 9 feet or higher	Over 6 feet or higher	Over 10 feet or higher	Over 6 feet or higher	NA	NA	Over 11 feet or higher	Over 11 feet or higher

MEASUREMENTS DURING INSPECTION

Play Area	Highest Designated Play Surface	Equipment Location	Type of Cushioning	Required Depth	Hole 1	Hole 2	Hole 3	Average Depth
								0
								0
								0
								0
								0
								0
								0
								0
								0

Notes:

-100-21(3)	The provider shall ensure that animals at the facility are clean and free of obvious disease or health problems that could adversely affect children.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-21(4)	The provider shall ensure that there is no animal or animal equipment in food preparation or eating areas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-21(5)	The provider shall ensure that children younger than five years old do not assist with the cleaning of animals or animal cages, pens, or equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-21(6)	If school-age children help in the cleaning of animals or animal equipment, the provider shall ensure that the children wash their hands immediately after cleaning the animal or equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-21(7)	The provider shall ensure that children and staff wash their hands immediately after playing with or touching reptiles and amphibians.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-21(8)	The provider shall ensure that dogs, cats, and ferrets that are housed at the facility have current rabies vaccinations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-21(9)	The provider shall keep current animal vaccination records on-site for review by the department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
Section 22: Rest and Sleep		C	NC	NO	NA		CDI	L, M, H, Ex	Notes
-100-22(1)	The provider shall offer children in care a daily opportunity for rest or sleep in an environment with subdued lighting, a low noise level, and freedom from distractions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-22(2)	The provider shall not schedule nap or rest times for more than two hours a day.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-22(3)	The provider shall use a separate crib, cot, mat, or other sleeping equipment for each child during nap times.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-22(4)	The provider shall keep sleeping equipment in good repair , including that mats and mattresses have smooth, waterproof surfaces.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-22(5)(a)-(e)	The provider shall ensure that each crib: (a) has a tight-fitting mattress; (b) has slats spaced no more than 2-3/8 inches apart; (c) has at least 20 inches from the top of the mattress to the top of the crib rail, or at least 12 inches from the top of the mattress to the top of the crib rail if the child using the crib cannot sit up without assistance; (d) does not have strings, cords, ropes, or other entanglement hazards on the crib or within reach of the child; and (e) has documentation from the manufacturer or retailer stating that the crib was built after June 28, 2011 , or that the crib is certified if the crib was manufactured before that date.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-22(6)	When in use, the provider shall place sleeping equipment such as cribs, cots, and mats at least two feet apart.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-22(7)	The provider shall ensure that sleeping equipment does not block exits.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	
-100-22(8)(a)-(c)	The provider shall make a sheet and blanket or acceptable alternative available to each child 12 months or older during nap time, and ensure that these items are: (a) clearly assigned to one child; (b) stored separately from other children's bedding; and (c) laundered as needed, but at least once a week, and before use by another child.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-22(9)	The provider shall clean and sanitize sleeping equipment that is not clearly assigned to and used by an individual child before each use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	M	

-100-22(10)(a)-(b)	The provider shall: (a) store sleeping equipment in a way the surfaces children sleep on do not touch each other; or (b) clean and sanitize sleeping equipment before each use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
Section 23: Diapering		<input type="checkbox"/>	Check here is the provider does not care for diapered children			CDI	L, M, H, Ex	Notes
Observe in every room where diapers are changed:								
-100-23(1)	The provider shall post diapering procedures at each diapering station and ensure that they are followed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	L	
-100-23(4)	The provider shall ensure that the diapering surface is smooth, waterproof, and in good repair.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-23(5)	The provider shall ensure that each diapering station is equipped with railings to prevent a child from falling when being diapered.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-23(10)	Each day, the provider shall clean and sanitize indoor containers where wet and soiled diapers are placed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
During diapering observation:								
-100-23(2)(a)-(c)	The provider shall ensure that each child's diaper is: (a) checked at least once every two hours; (b) promptly changed if wet or soiled; and (c) checked as soon as a sleeping child awakens.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-23(3)	The provider shall ensure that caregivers change children's diapers at a diapering station and not on surfaces used for any other purpose.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-23(6)	The provider shall ensure that caregivers do not leave children unattended on the diapering surface.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H	
-100-23(7)	The provider shall ensure that caregivers clean and sanitize the diapering surface after each diaper change, or use a disposable, waterproof diapering surface that is thrown away after each diaper change.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-23(8)	The provider shall ensure that caregivers who change diapers wash their hands after each diaper change.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-23(9)(a)-(c)	The provider shall ensure that caregivers place wet and soiled disposable diapers: (a) in a container that has a disposable plastic lining and a tight-fitting lid; (b) directly in an outdoor garbage container that has a tight-fitting lid; or (c) in a container that is inaccessible to children.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-23(11)(a)-(c)	If cloth diapers are used, the provider shall: (a) not rinse cloth diapers at the facility; and (b) place cloth diapers directly into a leakproof container that is inaccessible to any child and labeled with the child's name; or (c) place the cloth diapers in a leakproof diapering service container.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
Section 24: Infant and Toddler Care		<input type="checkbox"/>	Please check this box if the provider does not care for infants and toddlers			CDI	L, M, H, Ex	Notes
-100-24(1)	The provider shall ensure that each awake infant and toddler receives positive physical and verbal interaction with a caregiver at least once every 20 minutes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-24(2)	To stimulate their healthy development, the provider shall ensure that infants receive daily interactions with adults; including on the ground interaction and closely supervised time spent in the prone position for infants less than six months old.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	
-100-24(3)	The provider shall ensure that infant and toddler areas are not used to pass through or access other indoor and outdoor areas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M	

-100-24(21)(a)-(c)	Within an hour of each infant or toddler's diaper change, the provider shall record: (a) the infant or toddler's name; (b) the time of the diaper change; and (c) whether the diaper was dry, wet, soiled, or both.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	
-100-24(22)(a)-(b)	The provider shall maintain on-site for review by the department a six-week record of: (a) the eating and sleeping patterns for each infant; and (b) the diaper changes for each infant and toddler.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	L	

Crib Form

Facility Name:		Facility ID:		Phone Number:	
Address:		Director:		Licensors:	
		Inspection Date:			

The Owner/Director/Provider had the following documentation showing each crib used by children in care is in compliance with CPSC standards:

<input type="checkbox"/>	Tracking label showing the crib was manufactured after June 28, 2011
<input type="checkbox"/>	Registration form showing the crib was manufactured after June 28, 2011
<input type="checkbox"/>	Other documentation from the CPSC's Office of Compliance and Field Operations (jjirgl@cpsc.gov.) showing the crib was manufactured after June 28, 2011
<input type="checkbox"/>	Documentation from the manufacturer or retailer showing that the crib was manufactured prior to June 28, 2011 but is certified
<input type="checkbox"/>	There are no cribs used by children in care.

Owner / Director / Provider Signature:	Licensors Signature:

Safety Glass Form

Facility Name:		Facility ID:		Phone Number:	
Address:		Director:		Licensors:	
		Inspection Date:			

The Owner/Director/Provider is in compliance with the safety glass rules of the windows and glass doors within the facility because:

<input type="checkbox"/>	There are no windows or glass doors within 36 inches of the floor or ground
<input type="checkbox"/>	They are safety glass
<input type="checkbox"/>	They have safety film (a copy of the documentation is required to be on file)
<input type="checkbox"/>	They are covered with a protective guard / furniture (Indicate the room/area and protective guard / furniture used below):
Notes:	

The Owner / Director / Provider is in compliance with the safety glass rules of the windows and glass doors on the playground because:

<input type="checkbox"/>	There are no windows or glass doors within 36 inches of the floor or ground
<input type="checkbox"/>	They are safety glass
<input type="checkbox"/>	They have safety film (a copy of the documentation is required to be on file)
<input type="checkbox"/>	They are covered with a protective guard / furniture (Indicate the area and protective guard / furniture used below):
Notes:	

Owner / Director / Provider Signature:	Licensors Signature: