

CCDF LEEFN OR LFFN PROVIDER
HEALTH AND SAFETY CHECKLIST

E. Health and Safety Standards:

| No. | IV | (1) KITCHEN / EATING AREA | COMMENTS |
|-----|-----|--|----------|
| 1 | ✓ | (1-a) Dining table is cleaned and sanitized before and after each meal. | |
| 2 | ✓ | (1-b) Food is stored at the right temperature. | |
| 3 | ✓ | (1-c) Drinking water is available and accessible throughout the day. | |
| 4 | ✓ | (1-d) Water is offered throughout the day (i.e. while playing outdoors). | |
| 5 | ✓ | (1-e) Healthy meals / snacks are provided to the child(ren). | |
| 6 | ✓ | (1-f) Proper hand-washing procedure is posted by the working sink(s) where hand washing practices occur in the kitchen. | |
| 7 | ✓ | (1-g) Sharp items and utensils are out of child(ren)'s reach. | |
| No. | IV | (2) TOILETING AREA | COMMENTS |
| 8 | ✓ | (2-a) Home is equipped with a working toilet and bathing room. | |
| 9 | ✓ | (2-b) Appropriate toiletries are provided and accessible to the child(ren) (liquid hand soap, paper towel <i>optional</i>), toothbrush, toothpaste, toilet paper, etc....). Toiletries are replenished as needed. | |
| 10 | N/A | (2-c) In the event cloth hand towels are used, each child is provided with a hand towel, labeled and is replaced daily or as necessary. | |
| 11 | N/A | (2-d) Cloth hand towels are distinctly hung individually to air dry and is accessible to the child(ren). | |

✓ - If the standard was observed or verified through postings, documentations, etc...

X - If the standard was not seen during the time of the visit or verified through evidence of documentation, postings, etc...

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|------------|-----------|--|--|--|--|------------------|--|
| 12 | X | | | | (2-e) Each child has their own toothbrush. | Pending children | |
| 13 | X | | | | (2-f) Child(ren)'s toothbrushes are air-dried individually in a vertical position and labeled with covers separated from adults. | Pending children | |
| 14 | ✓ | | | | (2-g) Toileting area is dry and furnished with non-slip mats. | | |
| 15 | N/A | | | | (2-h) Use of a "potty chair" - the provider will assist the child and ensure that the chair is sanitized after each use. | | |
| 16 | ✓ | | | | (2-i) Proper hand-washing procedure is posted by the working sink(s) where hand washing practices occur in the toileting area. | | |
| No. | IV | | | | (3) CHILD(REN)'S FILE | COMMENTS | |
| 17 | X | | | | (3-a) Child(ren)'s allergy and / or medical need information (i.e. child care plan signed by a physician). | Pending children | |
| 18 | X | | | | (3-b) Child(ren)'s medical information (hospital #, vaccination record, allergies, health insurance, & etc....). | Pending children | |
| 19 | X | | | | (3-c) Parent's authorization form of emergency contacts (at least 2). | Pending children | |
| 20 | X | | | | (3-d) Accident and / or incident report. | Pending children | |
| No. | IV | | | | (4) POSTINGS OF REQUIRED DOCUMENTS | COMMENTS | |
| 21 | ✓ | | | | (4-a) Required documents posted and visible to parents / guardians: Business License, CCDF Provider Certificate, Health Certificate Clearance. | | |
| 22 | ✓ | | | | (4-b) "No Smoking" signs are within view and seen upon entering home. | | |
| 23 | ✓ | | | | (4-c) "Exit" signs are posted and within view. | | |

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| 24 | ✓ | | | | | (4-d) Emergency Evacuation Exit Plan is posted by every exit door and at adult's eye level. | |
| 25 | N/A | | | | | (4-e) Child(ren)'s allergy posting is in a discrete area where food is served for the provider's reference. | |
| 26 | X | | | | | (4-f) The provider has the contact information of two (2) other authorized people, aside from the parents / guardians. Contact numbers are posted by a working landline (if applicable) or by Emergency Evacuation Exit Plan. | Pending children |
| 27 | ✓ | | | | | (4-g) Child(ren) Daily Activity Schedule is posted at visitor's view. | |
| No. | IV | | | | | (5) EMERGENCY PREPAREDNESS AND RESPONSE PLANS | COMMENTS |
| 28 | X | | | | | (5-a) Emergency drills are conducted and recorded monthly. | Pending children |
| 29 | X | | | | | (5-b) Disaster drills are performed and noted every 6 months. | Pending children |
| 30 | X | | | | | (5-c) Recorded drills are visible for visitors review. | Pending children |
| 31 | ✓ | | | | | (5-d) Home care has an Emergency Preparedness Response Plan (EPRP) that is shared with the child(ren)'s families. | |
| No. | IV | | | | | (6) OBSERVABLE PRACTICES AND ROUTINE | COMMENTS |
| 32 | ✓ | | | | | (6-a) Provider demonstrates proper hand-washing procedures and assists young children to wash his / her hands using the same proper procedures. | |
| 33 | ✓ | | | | | (6-b) Proper hand-washing procedures are performed throughout the day: before and after meals, after toileting, before and after each diaper change, after outdoor play, upon entering the home, etc..... | |

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| 34 | ✓ | | | | | (6-c) Parents are allowed full access to their children at any time (Open-door policy). | |
| 35 | ✓ | | | | | (6-d) The child care provider will not use corporal, harsh, or unusual punishment. | |
| 36 | ✓ | | | | | (6-e) Food should not be used as reward or punishment. | |
| 37 | ✓ | | | | | (6-f) Provider forbids smoking within the premises during operational hours and around the children. | |
| 38 | ✓ | | | | | (6-g) There are no more than four (4) children for LEEFN or no more than six(6) children for LFFN under the provider's care. | |
| No. | IV | | | | | (7) ELECTRICAL HAZARDS | COMMENTS |
| 39 | ✓ | | | | | (7-a) Breaker box is covered and out of child(ren)'s reach. | |
| 40 | ✓ | | | | | (7-b) Electrical cords are securely installed. | |
| 41 | ✓ | | | | | (7-c) Indoor and outdoor outlets at a height of 7ft and below are covered or blocked off by furniture. | |
| 42 | ✓ | | | | | (7-d) Electrical cords do not cross pathways, to avoid tripping hazards. | |
| No. | IV | | | | | (8) PRACTICES THAT PREVENT HAZARDS THAT PREVENT ILLNESSES | COMMENTS |
| 43 | ✓ | | | | | (8-a) All cleaning chemicals are stored out of the child(ren)'s reach or inside a locked cabinet. | |
| 44 | ✓ | | | | | (8-b) Indoor / Outdoor meet the following: flooring is dry and clean, has NO odor or any other type of scent including chemicals, no flaking paints or chipped walls / ceiling. | |
| 45 | ✓ | | | | | (8-c) The provider follows a routine cleaning schedule that is posted and visible. | |

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| 46 | ✓ | | | | | (8-d) The home is equipped with materials needed to practice routine cleaning (i.e. paper towel, bleach water solution). | |
| 47 | X | | | | | (8-e) Home provider conducts a Daily Health Check to all enrolled children and is recorded. Document is accessible for review by observer. | Pending children |
| 48 | ✓ | | | | | (8-f) There is a designated clean and comfortable area for sick child(ren), separated from other child(ren). | |
| No. | IV | | | | | (9) SLEEPING AREA | COMMENTS |
| 49 | ✓ | | | | | (9-a) Clean and comfortable napping area is provided for each child and labeled accordingly. | |
| 50 | ✓ | | | | | (9-b) Babies less than two(2) years old must be placed on their backs for sleep. | |
| 51 | ✓ | | | | | (9-c) The napping area has 18" of space between children. If not possible, then placed as far as possible and children in alternating position (head to foot). | |
| No. | IV | | | | | (10) SAFETY SUPPLIES | COMMENTS |
| 52 | ✓ | | | | | (10-a) First aid kit is visible and accessible at all times. | |
| 53 | ✓ | | | | | (10-b) First aid kit is filled with medical supplies and replenished as needed. | |
| 54 | ✓ | | | | | (10-c) Monthly inventory of the first aid kit is performed to ensure that all supplies are updated and replenished. | |
| 55 | ✓ | | | | | (10-d) Home is equipped with a fire extinguisher and is inspected as required. | |
| 56 | ✓ | | | | | (10-e) Fire extinguisher is securely placed in a safe and convenient space, out of child(ren)'s reach. | |

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| 57 | ✓ | | | | (10-f) Smoke detectors are properly installed at each needed area. | |
| 58 | ✓ | | | | (10-g) Home is equipped with working smoke detectors in each enclosed room with the exception of the kitchen. | |
| No. | IV | | | | (11) DIAPERING AREA | COMMENTS |
| 59 | ✓ | | | | (11-a) If applicable, changing table or diaper changing is performed far from the eating area. | |
| 60 | ✓ | | | | (11-b) Changing table or changing mat is sanitized and air-dried after each used. | |
| 61 | ✓ | | | | (11-c) Changing mat is water resistant and easily wipeable. | |
| 62 | ✓ | | | | (11-d) Soiled diapers are wrapped tightly in a plastic bag and is disposed in a closed bin that is stationed far from the eating area. | |
| 63 | ✓ | | | | (11-e) Proper Diaper Changing Procedure is posted near the designated area for changing diapers. | |
| No. | IV | | | | (12) PLAYGROUND / OUTDOOR SPACE | COMMENTS |
| 64 | ✓ | | | | (12-a) No vehicle(s) shall enter the child(ren)'s outdoor play area during child care operational hours. | |
| 65 | ✓ | | | | (12-b) The playground is in an enclosed area that prohibits vehicles from entering using cones, flowerpots or fence. | |
| 66 | ✓ | | | | (12-c) Playground equipment is free from sharp edges and rust. | |
| 67 | ✓ | | | | (12-d) The playground is well maintained and free from odor. | |
| 68 | ✓ | | | | (12-e) Playground equipment are age appropriate: proper size for the ages of child(ren) using it. | |

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| 69 | ✓ | | | | (12-f) Adult supervision is provided at all times during operational hours (indoors and outdoors). | |
| 70 | ✓ | | | | (12-g) No animal feces or excrements. | |
| 71 | ✓ | | | | (12-h) Playground surfacing is free from tripping hazards. (i.e. Large roots where children normally run through) | |

INITIAL VISIT:

Provider's Signature: Evelyn Tamangided *Evelyn Tamangided* DATE: 9/17/2024 (PRINT / SIGNATURE)

Visit Conducted by: Erica S. Thonkhaugh / Christine Masako *Erica S. Thonkhaugh* DATE: 9/17/2024 (PRINT / SIGNATURE)

TYPE OF INSPECTION: Unannounced

Provider's Signature: _____ DATE: _____ (PRINT / SIGNATURE)

Visit Conducted by: _____ DATE: _____ (PRINT / SIGNATURE)

TYPE OF INSPECTION: Announced

Provider's Signature: _____ DATE: _____ (PRINT / SIGNATURE)

Visit Conducted by: _____ DATE: _____ (PRINT / SIGNATURE)

TYPE OF INSPECTION:

Provider's Signature: _____ DATE: _____ (PRINT / SIGNATURE)

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