



Bureau of Child Development, Child Care Licensing Program
childcarelicensing.utah.gov

**LICENSE EXEMPT FACILITY OR PROGRAM
UNANNOUNCED INSPECTION**

Facility/Program Name:	Location Address:	Facility Number:
Facility/Program Phone Number:		Licensors(s):
Facility/Program Email:		
Inspection Date:	Start Time:	Director:
	End Time:	Director Designee:

C - Compliance
NC - Noncompliance

Noncompliant Findings		First Follow-Up		Second Follow-Up		Third Follow-Up	
		C	NC	C	NC	C	NC
	Compliance During Inspection or Compliance Required by	C	NC	C	NC	C	NC
	Compliance During Inspection or Compliance Required by	C	NC	C	NC	C	NC
	Compliance During Inspection or Compliance Required by	C	NC	C	NC	C	NC
	Compliance During Inspection or Compliance Required by	C	NC	C	NC	C	NC
	Compliance During Inspection or Compliance Required by	C	NC	C	NC	C	NC
	Compliance During Inspection or Compliance Required by	C	NC	C	NC	C	NC

Number of noncompliant findings:

If the only noncompliant findings were missing documentation, you must submit the documentation to your licensor. Remember to have the facility/program name on all documents.

If you don't show compliance by the required date, the facility/program won't be eligible to receive money from the Department of Workforce Services (DWS).

Director's or Director Designee's Signature:

First Follow-Up Inspection

Date: Start Time: End Time:

Number of noncompliant findings:

If on-site, Director's or Director Designee's Signature:

Second Follow-Up Inspection

Date: Start Time: End Time:

Number of noncompliant findings:

If on-site, Director's or Director Designee's Signature:

Third Follow-Up Inspection

Date: Start Time: End Time:

Number of noncompliant findings:

If on-site, Director's or Director Designee's Signature:

FACILITY/PROGRAM INFORMATION

When Care is Provided or When the Program is Open:

Notes (Include information from Sticky Notes):

INSPECTION

QUESTIONS

*Level 1 Noncompliance C - Compliance NC - Noncompliance NA - Not Applicable			Compliance	Notes
5) a)*	ask	➤ Do you ensure that no child is subjected to physical, emotional, or sexual abuse while in care?	C NC NA	
5) b)*	ask	➤ Do all employees and volunteers know the reporting requirements for suspected child abuse, neglect, and exploitation?	C NC NA	
5) c)*	ask	➤ If needed, how are the children disciplined?	C NC NA	

DOCUMENTATION

2) b)*	review	Do all Covered Individuals have current approved background screenings?	C NC NA	
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INDOOR AND OUTDOOR

*Level 1 Noncompliance C - Compliance NC - Noncompliance NA - Not Applicable			Compliance			Notes
3) a)*	observe	Are caregivers maintaining direct supervision of all children in care at all times?	C	NC	NA	
3) b)*	observe or ask	Are caregivers maintaining active supervision of all children in care at all times when they are in the outdoor area and during off-site activities?	C	NC	NA	
3) c)*	observe	Are minimum caregiver to child ratios and maximum group sizes maintained?	C	NC	NA	
3) d)*	observe or ask	Are infants or toddlers in care? If yes: Are infants and/or toddlers in mixed age groups when there are more 8 children in the group? When there are more than 2 infants and/or toddlers in a group are there at least 2 caregivers?	C	NC	NA	
4) c)*	ask observe	► Are there firearms stored at the facility? If yes: Are they stored separately from ammunition? Are they stored in a locked cabinet or area?	C	NC	NA	
4) d) i)*	observe	Are tobacco, e-cigarettes, or e-juice accessible?	C	NC	NA	
4) d) ii)*	observe	Are open containers of alcohol accessible?	C	NC	NA	
4) d) iii)*	observe	Are sexually explicit materials accessible?	C	NC	NA	
4) d) iv)*	observe	Are illegal items accessible?	C	NC	NA	
4) d) vi)*	observe	Are open flames accessible?	C	NC	NA	
4) d) viii)*	observe	Are trampolines accessible?	C	NC	NA	
4) h)	observe	Are all areas of the facility used for care clean and sanitary?	C	NC	NA	
4) i)	observe	Are all areas of the facility maintained and used in a safe manner?	C	NC	NA	
4) g)*	observe	Is there a place for children to be signed in and out of the facility? Does it include the time of arrival and the time of departure?	C	NC	NA	

4) h) i)*	ask observe	► Are infants or toddlers in care? If yes: Do high chairs have T-shaped safety straps or devices that are used whenever a child is in the chair?	C	NC	NA
4) h) ii)*	observe or ask	Do caregivers leave children unattended when the children are on the diaper surface?	C	NC	NA
4) h) iii)*	observe	Do infants must sleep in equipment designed for sleep such as a crib, bassinet, porta-crib, or play pen?	C	NC	NA
4) h) v)*	observe or ask	Are infants not placed on their stomachs for sleeping unless there is documentation from a health care provider for the treatment of a medical condition?	C	NC	NA
4) h) iv)*	observe or ask	When there are more than 8 children in the outdoor area, do infants and/or toddlers use the outdoor play area at the same time as the older children?	C	NC	NA

OUTDOOR

Ask if there is an outdoor area maintained by the provider. N/A when there is no outdoor area maintained by the provider.

C - Compliance NC - Noncompliance NA - Not Applicable			Compliance	Notes
4) i) i)*	observe	Is the outdoor area safely accessible?	C NC NA	
4) i) ii) (1)*	ask observe measure	►Are there children younger than school-age? If yes: Is the area enclosed with a fence, wall, or solid natural barrier that is at least 4 feet high?	C NC NA	
4) i) ii) (2)*	observe measure	Does the fence have gaps greater than 5 inches by 5 inches?	C NC NA	
4) i) iii)*	observe	Is drinking water available?	C NC NA	
4) d) viii)*	observe	Are trampolines accessible?	C NC NA	
4) i) iv) (1)*	observe	Are metal animal swings accessible?	C NC NA	
4) i) iv) (2)*	observe	Are unanchored swings accessible?	C NC NA	
4) i) iv) (3)*	observe	Are unanchored slides accessible?	C NC NA	
4) i) iv) (4)*	observe	Is standing water accessible?	C NC NA	
4) i) (v) (1) (2)*	observe measure	Does all stationary play equipment have the required use zones?	C NC NA	
4) i) vi) (1) (2) (3)*	observe measure	Is there adequate protective cushioning in all use zones?	C NC NA	
4) i) vi) (4)*	observe measure	Is any stationary play equipment on grass and not on a hard surface? If yes, does it meet the height restrictions and not have moving parts on which children sit or stand?	C NC NA	
4) i) vii)*	observe measure	Does stationary play equipment have required protective barriers?	C NC NA	
4) i) viii)*	observe measure	Are there any entrapment hazards on any piece of stationary play equipment or within or adjacent to the use zone of any piece of stationary play equipment?	C NC NA	
4) i) ix)*	observe measure	Are there any strangulation hazards on, within the use zone of, or adjacent to the use zone of any piece of stationary play equipment?	C NC NA	
4) i) x) (1)*	ask observe measure	►Are infants or toddlers in care? If yes: Are there any designated play surfaces that exceeds 3 feet in height on any piece of stationary play equipment used by infants and/or toddlers?	C NC NA	
4) i) x) (2)*	observe	Do swings used by infants and/or toddlers have enclosed seats?	C NC NA	