

Utah Department of Health, Bureau of Child Care Licensing
Child Care Center Pre-License Inspection Checklist L

Center Name: _____ Center Phone #: _____

Address: _____

Director (or Designee): _____ Capacity: _____ Capacity Under Age 2: _____

Licensing Specialist(s): _____ # Classrooms: _____

Inspection Date: ____/____/____ Start Time: _____ am / pm End Time: _____ am / pm

OWNER / DIRECTOR INTRODUCTORY ITEMS	
	Introduce any unknown Bureau staff to the Owner/Director.
	Give the Owner/Director a brief explanation of the inspection process.
	Ask the Owner/Director if s/he wants you to tell staff about noncompliance areas as you conduct the walk-through, or wait until the inspection is over and only tell the Owner/Director.
List the names of all personnel who have been hired or will the Licensee knows will be hired:	

GENERAL INDOOR INSPECTION ITEMS	✓ = Compliance O = Noncompliance N/A = Not Applicable
Posted / Entry Area Items	
L1. Department's child care guide posted where parents can see it? 100-13(1)	
L2. Menus prepared and available? 100-15(1)(d)	
L3. If the center is not on CACFP, is menu approved as required? 100-15(1)(b)	
L4. Center address and emergency numbers posted near each phone? 100-10(1)	
General Indoor Environment	
L5. Does the building have enough usable square footage for the requested capacity? (Attached floor plans with measurements.) 100-4(11)-(13)	
L6. Peeling, flaking, chalking, or failing paint indoors? If yes, was the structure built before 1978? If yes, documentation of testing and correction? 100-4(1)	
L7. Are glass surfaces within 36" from the floor made of safety glass or have a protective guard? 100-4(10)	
L8. Is the facility free of insects, rodents, and other vermin? 100-5(3)	

GENERAL INDOOR INSPECTION ITEMS	✓ = Compliance O = Noncompliance N/A = Not Applicable
L9. Does the facility have a working telephone? 100-8(9)	
L10. Will there be any trampolines inside the center? 100-12(11)	
Children's Restrooms	
L11. Is there one working toilet and sink for every fifteen non-diapered children? 100-4(2)	
L12. Are restrooms clean and sanitary? 100-5(1) and 100-5(2)	
L13. Is hot water accessible to children at or below 120 degrees? 100-12(7)	
L14. Is soap available in each restroom? 100-16(2)(a)-(e)	
L15. Will only single use towels from a covered dispenser or an electric hand-drying device be used by children? 100-16(3)	
L16. Is toilet paper accessible to children, and kept on a dispenser? 100-16(4)	
L17. Are handwashing procedures posted at each sink? 100-16(5)	
L18. Is the restroom free of unstable heavy equipment a child could pull down? 100-12(3)	
L19. Will school age children have privacy when using the bathroom? 100-4(3)	
First Aid & Body Fluid Kits	
L20. Does the center have at least one readily available first aid kit, and a second for field trips, if the center goes on field trips? 100-10(3)	
L21. Does the first aid kit include: 100-10(3)(a)-(g) Disposable gloves? Assorted sizes of bandaids? A gauze roll and pads? Adhesive tape? Antiseptic or a topical antibiotic? Tweezers? Scissors?	
Medications (N/A for this section if the center will not administer medications.)	
L22. Where will refrigerated and non-refrigerated medications be stored? 100-17(3)	

OWNER / DIRECTOR INTERVIEW QUESTIONS	✓ = Compliance O = Noncompliance N/A = Not Applicable
Personnel & Staffing	
L23. Does the proposed center director meet director qualifications, and is s/he at least 21 years of age? (Get a copy of director's educational qualifications for center's BMI file.) 100-7(1)(a)-(e)	
L24. Are all director designees at least 21 years of age? 100-8(6)	

OWNER / DIRECTOR INTERVIEW QUESTIONS	✓ = Compliance O = Noncompliance N/A = Not Applicable
L25. Will all caregivers be at least 18 years of age? 100-7(2) Will all assistant caregivers be at least 16 years of age, and will they always work under the immediate supervision of a caregiver who is at least 18 years of age? 100-7(3)-(4)	
L26. How will you ensure caregivers under 18 are never left unsupervised with children? 100-7(3)-(4)	
L27. How will you ensure that infants or toddlers are never mixed with older children when there are more than 8 children present in the center? 100-24(1)	
L28. How will you ensure that there will always be at least two caregivers with the children whenever there are more than 8 children present at the center? 100-11(3)	
L29. How will you ensure that cooks never change diapers or assist in toileting children? 100-16(18) How will you ensure that caregivers who care for diapered children never cook food in the kitchen for children outside of their classroom? 100-23(13)	
Staff Supervision	
L30. How will you train and supervise staff to ensure that children are not subjected to emotional, physical, or sexual abuse while in care? 100-8(11)(b)(iii)	
L31. What will you train staff to do if they suspect a child has been abused or neglected? 100-8(11)(b)(i)-(ii)	
L32. What will you train staff to do when children misbehave? 100-8(11)(b)(i)-(ii)	
L33. How will you supervise staff to ensure they comply with this training when children misbehave? 100-8(11)(b)(i)-(ii)	
How will you ensure that caregivers never use any of the following discipline methods?	
L34. Any form of corporal punishment such as hitting, spanking, shaking, biting, pinching, or any other measure that produces physical pain or discomfort? 100-19(4)(a)	
L35. Restraining a child's movement by binding, tying, or any other form of restraint? 100-19(4)(b)	
L36. Shouting at children? 100-19(4)(c)	
L37. Any form of emotional abuse? 100-19(4)(d)	
L38. Forcing or withholding of food, rest, or toileting? 100-19(4)(e)	
L39. Confining a child in a closet, locked room, or other enclosure? 100-19(4)(f)	
Safety & Sanitation	
L40. How will you ensure that bathroom surfaces are cleaned and sanitized daily? 100-5(2)	
L41. How will you ensure that washable toys and materials are cleaned and sanitized weekly, and as needed? 100-16(8)	
L42. How will you ensure that personal hygiene items such as toothbrushes and/or hair accessories that are not sanitized between each use are not shared by children or used by staff on more than one child? 100-16(7)	
L43. What will you do when children's clothing becomes wet or soiled with body fluids? 100-16(16)(a)-(b)	
Administration	
L44. How will you ensure that either the center director or a designee with written authority to act on behalf of the center director is present whenever the center is open for care? 100-8(5)	
L45. How many hours each week will the center director on-site at the facility? 100-8(7)	
L46. Will the center director also have caregiving duties? If yes, for how many hours per week, in addition to the time s/he spends managing the center? 100-8(8)	

OWNER / DIRECTOR INTERVIEW QUESTIONS	✓ = Compliance O = Noncompliance N/A = Not Applicable
L47. What will be your sign-in and sign-out procedures? Will each child signed in and out by the person dropping off or picking up, including date and time? Will persons signing children in and out use identifiers? Will photo ID be required if an unknown person picks a child up? 100-13(3)(a) and 100-13(b)-(c)	
L48. Will parents have access to the center, and to their child's classroom, any time their child is in care? 100-13(2)	
Animals	
L49. Will children ever be allowed to handle reptiles or amphibians? 100-22(7)	
L50. Will there be any animals at the center? (N/A for remaining animal questions if the answer is no.) If yes, how will you ensure that all animals at the facility are clean and free of obvious disease or health problems that could adversely affect children? 100-22(2)	
L51. What will you do if any animal at the center ever bites someone, or behaves in a dangerous or aggressive manner? 100-22(4)	
L52. Who will clean the animals and their equipment? (Children may not do this.) 100-22(5)	
L53. Will animals ever be allowed in food preparation or eating areas? 100-22(6)	
Transportation & Off-Site Activities (N/A if the center will not transport or take children off-site.)	
L54. How will you ensure that the temperature in vehicles used to transport children is between 60-90 degrees when children are being transported? 100-21(1)(e)	

RECORD REVIEW ITEMS	✓ = Compliance O = Noncompliance N/A = Not Applicable
General Center Records	
L55. Does the center have ASTM documentation for cushioning under indoor stationary play equipment, if needed? 100-12(9)(b) and 100-12(10)(b)	
L56. Does the center have documentation for safety glass, if needed? 100-4(10)	
Review of Forms	
L57. Does center's child admission form include the following information for the child: 100-9(1)(h)(i)(A)-(H) Child's name.	
Child's date of birth.	
Date of enrollment.	
Parent's name, address, and phone number.	
Names of people authorized by the parent to pick up the child.	
Name, address and phone number of emergency contact person.	
Name, address, and phone for out of area emergency contact, if available.	
Current signed emergency medical treatment and transportation releases.	
L58. Does the center's health assessment contain the following information for the child: 100-9(2)(b) and 100-14(5)(a)-(f) Allergies.	
Food sensitivities.	
Acute and chronic medical conditions.	

RECORD REVIEW ITEMS	✓ = Compliance O = Noncompliance N/A = Not Applicable
Instructions for special or non-routine daily health care.	
Current medications.	
Any other special health instructions for the caregiver.	
L59. Does the center's medication permission form contain at least the following instructions to be completed by the parent: 100-17(4)(a)-(c) (N/A if the center will not administer medication.) The name of the medication.	
Written instructions for administration; including: The dosage.	
The method of administration.	
The times and dates to be administered.	
The disease or condition being treated.	
The parent signature and the date signed.	
L60. Does the center's medication administration form contain at least the following information to be completed by the person administering the medication: 100-17(7)(e) (N/A if the center will not administer medication.) The date, time, and dosage of the medication given?	
Signature or initials of person who administered the medication?	
Any errors in administration or adverse reactions?	
Written Policies	
Does the center have written policies that include the following:	
L61. Direct supervision and protection of children at all times, including sleeping, in the bathroom, in mixed group activities, on playground, and during off-site activities. 100-8(12)(a)	
L62. Maintaining required caregiver to child ratios when the center has more than the expected number of children, or fewer than the scheduled number of caregivers. 100-8(12)(b)	
L63. Procedures to account for each child's attendance and whereabouts. 100-8(12)(c)	
L64. Procedures to ensure release of children to authorized individuals only. 100-8(12)(d)	
L65. Confidentiality and release of information. 100-8(12)(e)	
L66. Use of movies and video/computer games, including industry ratings allowed. 100-8(12)(f)	
L67. Recognizing signs of illness and determining the need for exclusion. 100-8(12)(g)	
L68. Ensuring food preparation and diapering handwashing are not done in the same sink in infant and toddler areas. 100-8(12)(h)	
L69. Discipline of children, including behavior expectations and discipline methods. 100-8(12)(i)	
L70. Transportation to and from off-site activities and home, if center offers these. 100-8(12)(j)	
If the program offers transportation to or from school, policies addressing:	
L71. How long children will be unattended before and after school. 100-8(12)(k)(i)	
L72. What steps will be taken if children fail to meet the vehicle. 100-8(12)(k)(ii)	
L73. How and when parents will be notified of delays or problems. 100-8(12)(k)(iii)	

RECORD REVIEW ITEMS	✓ = Compliance O = Noncompliance N/A = Not Applicable
L74. The use of size-appropriate safety restraints. 100-8(12)(k)(iv)	
L75. Has a copy of the center's written policies been submitted to the Bureau to keep on file? 100-8(13)	
Emergency & Disaster Plan	
L76. Does the center have a written emergency and disaster plan? 100-10(5)(a)-(k)	
Does the center's plan include the following:	
L77. Procedures for responding to medical emergencies and serious injuries. 100-10(5)(a)	
L78. Procedures for fire, earthquake, flood, power failure, and water failure. 100-10(5)(b)	
L79. Location of and procedure for emergency shut off of gas, electricity, and water. 100-10(5)(c)	
L80. Emergency relocation site if the center is uninhabitable. 100-10(5)(d)	
L81. Means of posting the relocation site address if the center is closed. 100-10(5)(e)	
L82. Route and means of getting staff and children to relocation site. 100-10(5)(f)	
L83. Means of accounting for each child in route to and at the relocation site. 100-10(5)(g)	
L84. Means of accessing children's emergency contact information and releases at relocation site. 100-10(5)(h)	
L85. Provisions for emergency supplies, including at least food, water, a first aid kit, diapers if the center cares for diapered children, and a cell phone. 100-10(5)(i)	
L86. Procedures for ensuring adequate supervision of children during emergencies, including while at the emergency relocation site. 100-10(5)(j)	
L87. Staff assignments for specific tasks during an emergency. 100-10(5)(k)	
L88. Has a copy of the center's emergency and disaster plan been submitted to the Bureau to keep on file? 100-10(8)	
Emergency Drills	
L89. Does the center's fire drill log include all of the following information for each drill: 100-10(10)(a)-(e)	
The date and time of the drill.	
The number of children participating.	
The name of the person supervising the drill.	
The total time to complete the evacuation.	
Any problems encountered.	
L90. Does the center's disaster drill log include all of the following information for each drill: 100-10(12)(a)-(e)	
The type of disaster.	
Date and time of the drill.	
Number of children participating.	
Name of the person supervising the drill.	
Any problems encountered.	
Personnel Records	
L91. Does the center have written documentation identifying the director designee(s)? 100-8(11)(a)	
L92. Does the center have a cleared initial CBS MIS form for every staff member? 100-9(4)(c) and 6-3(3):09	

RECORD REVIEW ITEMS	✓ = Compliance O = Noncompliance N/A = Not Applicable
L93. Does the center have a copy of a current valid Utah driver's license for all drivers who will transport children? 100-21(3)(a)	
Is there documentation of current first aid and CPR certification for the following individuals:	
L94. Enough individuals (including openers and closers) to ensure someone with current first aid and CPR certification is always present at the facility whenever center is open? 100-9(4)(g) and 100-10(2)	
L95. Enough individuals to ensure there is always someone with current first aid and CPR certification present on every off-site activity? 100-9(4)(g) and 100-20(5)(d)	
L96. Enough individuals to ensure that there is always someone with current first aid and CPR certification present in each vehicle that transports children? 100-9(4)(g) and 100-21(2)	
L97. If center has pool over 4' deep, documentation that the lifeguard(s) for the pool have Red Cross or equivalent lifeguard certification? 100-12(12)(d)	

INDIVIDUAL CLASSROOM INSPECTION ITEMS – AGE 2 AND OLDER	✓ = Compliance O = Noncompliance N/A = Not Applicable		
	Classroom:		
Physical Environment			
L98. Peeling, flaking, chalking, or failing paint? If yes, built before 1978? If yes, documentation of testing and correction? 100-4(1)			
L99. Working hand washing sink in the classroom? (For buildings built after 1 July 1997.) 100-4(4)			
L100. Room ventilated by windows that open and have screens, or by mechanical ventilation? 100-4(7)			
L101. Indoor temperature can be maintained between 65 and 82 degrees Fahrenheit? 100-4(8)			
L102. Adequate light intensity for the safety of children and the type of activity? 100-4(9)			
L103. Glass surfaces within 36" from the floor or ground safety glass, or have a protective guard? 100-4(10)			
L104. Evidence of insects, rodents, or other vermin in the classroom? 100-5(3)			
L105. Ceilings, walls, floor coverings, draperies, blinds, furniture, fixtures, and equipment in good repair, to prevent injury? 100-5(4)			
Indoor Gross Motor Play Equipment			
L106. Designated play surfaces on any indoor climbers, slides, swings, teeter-totters, or merry-go-rounds accessible to children age 2 and younger 3' in height or less? 100-12(9)			
L107. Elevated designated play surface less than 18" in height not placed on a hard surface, such as wood, tile, linoleum, or concrete, and has a 3' use zone? 100-12(9)(a)			
L108. Elevated designated play surface that is 18" to 3' feet in height surrounded by mats at least 2" thick, or cushioning that meets ASTM Standard F1292, in a 3' use zone? 100-12(9)(b)			
L109. Designated play surfaces on any indoor climbers, slides, swings, teeter-totters, or merry-go-rounds accessible to children age 3 and older 5½' in height or less? 100-12(10)			
L110. Elevated designated play surface less than 3' in height surrounded by protective cushioning material, such as mats at least 1" thick, in a 6' use zone? 100-12(10)(a)			
L111. Elevated designated play surface that is 3' to 5½' in height surrounded by cushioning that meets ASTM Standard F1292, in a 6' use zone? 100-12(10)(b)			
Safety Hazards			
L112. Is the room free of tripping hazards such as unsecured flooring or cords? 100-12(2)			
L113. Is the room free of unstable heavy equipment a child could pull down on himself or herself? 100-12(3)			
Are the following items inaccessible to children?			
L114. Firearms, ammunition, weapons? 100-12(4)(a)			
L115. Tobacco, alcohol, illegal substances, and sexually explicit material? 100-12(4)(b)			
L116. When in use, portable space heaters, fireplaces, and wood burning stoves? 100-12(4)(c)			
L117. Toxic or hazardous chemicals? (Cleaners, insecticides, lawn products, flammable substances) 100-12(4)(d)			
L118. Poisonous plants? 100-12(4)(e)			
L119. Matches or cigarette lighters? 100-12(4)(f)			

INDIVIDUAL CLASSROOM INSPECTION ITEMS – AGE 2 AND OLDER	✓ = Compliance O = Noncompliance N/A = Not Applicable		
	Classroom:		
L120. Open flames? 100-12(4)(g)			
L121. Sharp objects, edges, corners, or points which could cut or puncture skin? 100-12(4)(h)			
L122. For age 4 and under, ropes/cords long enough to encircle a child's neck? 100-12(4)(i)			
L123. For age 4 and under, plastic bags large enough to fit child's head inside, latex gloves, balloons? 100-12(4)(j)			
L124. For under age 3, choking hazards (objects less than 1-1/4" X 2-1/4")? 100-12(4)(k)			
L125. Are toxic or hazardous chemicals stored in a container labeled with its contents? 100-12(5)			
L126. For age 4 and under, are accessible outlets and surge protectors covered? 100-12(6)			
Preventing the Spread of Disease			
L127. If the classroom has a handwashing sink: Is hot water accessible to children at or below 120 degrees? 100-12(7)			
L128. Is soap (cannot be bar soap) available for children to wash their hands? 100-16(2)(a)-(e)			
L129. Will only single use towels from covered dispenser or electric hand-drying device be used after handwashing? 100-16(3)			
L130. Are handwashing procedures posted at each handwashing sink? 100-16(5)			
L131. Are stuffed animals, cloth dolls, and dress-up clothes machine washable? Are pillows machine washable, or have removable machine washable covers? 100-16(9)			
Sleeping Equipment			
L132. Are mats and mattresses at least 2 inches thick, and have a smooth, waterproof surface? 100-18(4)			
L133. Is sleeping equipment in good repair? 100-18(5)			
L134. Will a sheet and blanket or acceptable alternative be provided for each child? 100-18(9)			

DIAPERING INSPECTION ITEMS (N/A if the center will not care for diapered children.)	✓ = Compliance O = Noncompliance N/A = Not Applicable		
L135. Is each room where diapered children will be cared for equipped with a diaper changing station? 100-23(1)			
L136. Is each diapering station equipped with railings to prevent a child from falling? 100-23(2)			
L137. Is each diapering surface smooth, waterproof, and in good repair? 100-23(4)			
L138. Are diapering procedures posted at each diapering station? 100-23(5)			
L139. Will caregivers keep a written record daily for each infant/toddler documenting diaper changes that includes the time of the diaper change and whether the diaper was wet, soiled, or both? 100-23(12)			
L140. Is there a container with a tightly fitting lid and a plastic lining where caregivers will place soiled disposable diapers? 100-23(8)			

INFANT / TODDLER CLASSROOM INSPECTION ITEMS	Classroom		
	✓ = Compliance	O = Noncompliance	N/A = Not Applicable
Physical Environment			
L141. Peeling, flaking, chalking, or failing paint? If yes, built before 1978? If yes, documentation of testing and correction? 100-4(1)			
L142. Room ventilated by windows that open and have screens, or by mechanical ventilation? 100-4(7)			
L143. Indoor temperature between 65 and 82 degrees Fahrenheit? 100-4(8)			
L144. Adequate light intensity for the safety of children and the type of activity? 100-4(9)			
L145. Glass surfaces within 36" from the floor or ground safety glass or have a protective guard? 100-4(10)			
L146. Evidence of insects, rodents, or other vermin in the classroom? 100-5(3)			
L147. Ceilings, walls, floor coverings, draperies, blinds, furniture, fixtures, and equipment in good repair, to prevent injury? 100-5(4)			
L148. Does the room meet one of the following criteria? (a) Two working sinks in the room: one used exclusively for food/bottle preparation and food hand washing, and the other used exclusively for hand washing after diapering and non-food activities. Or, (b) One working sink in the room which is used exclusively for diapering and hand washing, and all food/bottle preparation is done in kitchen and brought to the infants/toddlers by a non-diapering staff member. 100-4(5)(a)-(b)			
L149. Will infant and toddler areas be used as access to other areas or rooms? 100-4(6)			
L150. Is there a safe area where mobile infants and toddlers will have freedom of movement? 100-24(21)			
L151. Are there safe toys to stimulate children's healthy development? 100-24(22)			
Indoor Gross Motor Play Equipment			
L152. Designated play surfaces on any indoor climbers, slides, swings, teeter-totters, or merry-go-rounds accessible to children 3' in height or less? 100-12(9)			
L153. Elevated designated play surface less than 18" in height not placed on a hard surface, such as wood, tile, linoleum, or concrete, and has a 3' use zone? 100-12(9)(a)			
L154. Elevated designated play surface that is 18" to 3' feet in height surrounded by mats at least 2" thick, or cushioning that meets ASTM Standard F1292, in a 3' use zone? 100-12(9)(b)			
Safety Hazards			
L155. Is the room free of tripping hazards such as unsecured flooring or cords? 100-12(2)			
L156. Is the room free of unstable heavy equipment a child could pull down on himself or herself? 100-12(3)			
Are the following items inaccessible to children?			
L157. Firearms, ammunition, weapons? 100-12(4)(a)			
L158. Tobacco, alcohol, illegal substances, and sexually explicit material? 100-12(4)(b)			
L159. When in use, portable space heaters, fireplaces, and wood burning stoves? 100-12(4)(c)			
L160. Toxic or hazardous chemicals? (Cleaners, insecticides, lawn products, flammable substances) 100-12(4)(d)			
L161. Poisonous plants? 100-12(4)(e)			
L162. Matches or cigarette lighters? 100-12(4)(f)			
L163. Open flames? 100-12(4)(g)			
L164. Sharp objects, edges, corners, or points which could cut or puncture skin? 100-12(4)(h)			

INFANT / TODDLER CLASSROOM INSPECTION ITEMS	Classroom		
	✓ = Compliance	O = Noncompliance	N/A = Not Applicable
L165. Ropes/cords long enough to encircle a child's neck? 100-12(4)(i)			
L166. Plastic bags large enough to fit child's head inside, latex gloves, balloons? 100-12(4)(j)			
L167. Choking hazards (objects less than 1-1/4" X 2-1/4")? 100-12(4)(k)			
L168. Are toxic or hazardous chemicals stored in a container labeled with its contents? 100-12(5)			
L169. Are accessible outlets and surge protectors covered? 100-12(6)			
L170. Will infants and toddlers have access to objects made of styrofoam? 100-24(17)			
Preventing the Spread of Disease			
L171. Is hot water accessible to children at or below 120 degrees? 100-12(7)			
L172. Is soap (cannot be bar soap) available for handwashing? 100-16(2)(a)-(e)			
L173. Will only single use towels from covered dispenser or electric hand-drying device be used? 100-16(3)			
L174. Are handwashing procedures posted at each handwashing sink? 100-16(5)			
L175. How will center ensure that washable toys and materials are cleaned and sanitized weekly, after being put in a child's mouth, and after coming into contact with body fluids? 100-24(23)(a)-(c)			
L176. Are stuffed animals, cloth dolls, and dress-up clothes machine washable? Are pillows machine washable, or have removable machine washable covers? 100-16(9)			
Equipment			
L177. Do high chairs have T-safety straps or devices? 100-12(8)			
L178. Are there any infant walkers with wheels? 100-24(16)			
Sleeping Equipment			
L179. Will infants sleep in equipment designed for sleep (crib, bassinet, porta-crib or play pen)? 100-24(11)			
L180. Do mats and mattresses have a smooth, waterproof surface? 100-18(4)			
L181. Are toddler mats at least 2 inches thick? 100-18(4)			
L182. Do all infant cribs have tight fitting mattresses? 100-24(12)(a)			
L183. Do all infant cribs have slats spaced no more than 2-3/8 inches apart? 100-24(12)(b)			
L184. Do all infant cribs have at least 20 inches from the top of mattress to top of the crib rail? 100-24(12)(c)			
L185. Do any infant cribs have strings, cords, ropes, or other entanglement hazards strung across crib rails? 100-24(12)(d)			
L186. Is sleeping equipment in good repair? 100-18(5)			
L187. Will a sheet and blanket or acceptable alternative be provided for each child? 100-18(9)			
Meeting Children's Needs			
L188. Will caregivers keep written record daily of each infant's eating and sleeping? Will the record be completed within 1 hour of each feeding or nap, and will it include the food/beverages eaten, and times child slept? 100-24(15)			

GENERAL OUTDOOR INSPECTION ITEMS	✓ = Compliance O = Noncompliance N/A = Not Applicable
General Outdoor Environment	
L189. Does the outdoor play area have enough usable square footage for the requested capacity? 100-6(2)-(3) List the measurements of the outdoor play area:	
L190. Is there peeling, flaking, chalking, or failing paint outdoors? If yes, was the structure built before 1978? If yes, documentation of testing and correction? 100-4(1)	
L191. Is the outdoor play area free of dangerous insects, rodents, and other vermin? (For example, a wasp's nest.) 100-5(3)	
L192. Are entrances, exits, steps and outside walkways maintained in a safe condition, and free of ice, snow, and other hazards? 100-5(5)	
L193. Glass surfaces within 36" from the floor/ground safety glass, or have a protective guard? 100-4(10)	
L294. Is the outdoor play area safely accessible to children? 100-6(1)	
L295. Is the outdoor play area free of trash, animal excrement, harmful plants, objects, or substances, and standing water? 100-6(7)	
L296. Does the outdoor play area have a shaded area to protect children from excessive sun and heat? 100-6(8)	
L297. Will children in the outdoor play area have an outdoor source of drinking water whenever the outside temperature is 75 degrees or higher? 100-6(9)	
L298. Are there any trampolines in the outdoor play area? 100-12(11)	
Transportation & Vehicles (N/A for this section if the center will not transport children.)	
If the center will transport children, does every vehicle used for transporting children meet the following:	
L299. Is each vehicle enclosed? 100-21(1)(a)	
L300. Is each vehicle equipped with individual, size appropriate safety restraints, properly installed and in working order? 100-21(1)(b)	
L301. Does each vehicle have a current vehicle registration and safety inspection? (Check the registration sticker on the license plate.) 100-21(1)(c)-(d)	
Is the vehicle maintained in a safe condition?	
L302. Does each vehicle contain a first aid kit? (If this is also the field trip kit, check for required supplies.) 100-21(1)(f)	
L303. Does each vehicle contain a body fluid clean up kit? 100-21(1)(g)	
Swimming Pools (N/A for this section if no swimming pool at the center.)	
Is there a swimming pool on the premises that is not emptied after each use? If yes:	
L304. Is the pool enclosed in a fence or other solid barrier at least 6' high, that will be kept locked whenever pool is not in use? 100-12(12)(a)	
L305. Does the pool appear to be maintained in a safe manner? 100-12(12)(b)	
Checklist J will be used for outdoor equipment inspection items.	