

Utah Department of Health, Bureau of Child Care Licensing
Licensed Family & Residential Certificate
Unannounced Inspection Checklist B

Provider Name: _____ Phone #: _____

Address: _____

Licensed Capacity: _____ Licensing Specialist(s): _____

On-site Inspection Date: ____/____/____ Start Time: _____ am / pm End Time: _____ am / pm Licensed RC

License Expiration Date: ____/____/____ Current Variances: _____

Licensur Notes:

LICENSEE / CERTIFICATE HOLDER INTRODUCTORY ITEMS	
	Introduce any unknown Bureau staff to the Licensee/Certificate Holder.
	Give the Licensee/Certificate Holder a brief explanation of the inspection process.
	Ask the Licensee/Certificate Holder if s/he wants you to tell her/him about noncompliance areas as you conduct the walk-through, or wait until the inspection is over.

INDOOR & OUTDOOR INSPECTION ITEMS										Level
✓ = Compliance, O = Noncompliance, N/A = Not Applicable										
A1. (Observe.) Are all children being adequately supervised? Indoors: 90-11(1)(a); 50-11(1)(a) Outdoors: 90-11(2)(a)-(b); 50-11(2)(a)-(b)										C
A2. (Observe.) Does the total # of children present exceed the total licensed or certified capacity? 90-11(4); 50-11(4)										C, TA2
A3. (Observe.) Does the total # of children present under age two exceed the allowed capacity? 90-11(6); 50-11(4)										C, TA2
A4. (Observe.) Is the required caregiver to child ratio maintained? 90-11(5); 50-11(4)										C, TA2
A5. LICENSED ONLY. (Observe.) Is the required group size maintained? (N/A for RC.) 90-11(8)										C, TA2
WITH 1 CAREGIVER					WITH 2 CAREGIVERS					
Providers' Children 4-12	Children in Care	Total # 0-12 in Home	Providers' Children 4-12	Children in Care	Total # 0-12 in Home	Providers' Children 4-12	Children in Care	Total #0-12 in Home		
0-4	8	12	0-8	16	24	16	8	24		
5	7	12	9	15	24	17	7	24		
6	6	12	10	14	24	18	6	24		
7	5	12	11	13	24	19	5	24		
8	4	12	12	12	24	20	4	24		
9	3	12	13	11	24	21	3	24		
10	2	12	14	10	24	22	2	24		
11	1	12	15	9	24	23	1	24		

INDOOR & OUTDOOR INSPECTION ITEMS		Level
✓ = Compliance, O = Noncompliance, N/A = Not Applicable		
A6. (Observe.) When children in care are present, does anyone smoke in the home, on the premises, or in vehicles used to transport children? 90-14(3); 50-14(3)		C
A7. (Observe.) Are the home and outdoor play area free of unstable heavy equipment a child could pull down on himself or herself? 90-12(3); 50-12(3)		TA1
A8. ♦(Observe and ask.) Do you have any firearms or other weapons on your property? If yes: Are firearms loaded? Is ammunition kept separate from the firearm(s)? Please show me where all firearms are kept. 90-12(4)(a); 50-12(4)(a) (Firearms must be locked, and kept separate from ammunition.)		C
(Observe all.) Are the following items accessible to children indoors and out, including on garage shelves 36" high or lower, if the garage is accessible to children?		C, TA2
A9. Tobacco, open containers of alcohol, illegal substances, and sexually explicit material? 90-12(4)(b); 50-12(4)(b)		
A10. ♦(Observe and ask.) Do you have any portable space heaters, fireplaces, or wood burning stoves that are accessible to children and are used when children are in care? 90-12(4)(c); 50-12(4)(c)		C, TA1
A11. Toxic or hazardous chemicals? (Insecticides; insect repellent; pesticides; weed killer; antifreeze and windshield wiper fluid containing antifreeze; gasoline; kerosene; paint thinner; linseed oil; turpentine; motor oil; bleach; household cleaners; nail polish remover; silver jewelry cleaner, and rubbing alcohol.) 90-12(4)(d); 50-12(4)(d)		TA1, TA2
A12. Poisonous plants? 90-12(4)(e); 50-12(4)(e)		TA1
A13. Matches or cigarette lighters? 90-12(4)(f); 50-12(4)(f)		TA1
A14. Open flames? 90-12(4)(g); 50-12(4)(g)		C
A15. Sharp objects, which could cut or puncture skin? (Sharp knives; box cutters; adult scissors; razors; sharp ends of nails or screws protruding from an object; broken glass; broken toys with sharp edges; tools such as saws and axes; cactus; and running fans if children's fingers could fit through the guard. Also, tacks or pins on the floor.) 90-12(4)(h); 50-12(4)(h)		TA1
A16. For age 4 and under, ropes and cords long enough to encircle a child's neck? 90-12(4)(i); 50-12(4)(i)		TA1
A17. For age 4 and under, loose plastic bags large enough for a child's head to fit inside, latex gloves, and balloons? 90-12(4)(j); 50-12(4)(j)		TA1
A18. For under age 3, choking hazards (objects less than 1-1/4" X 2-1/4") visible on the floor, or anywhere within 36" up from the floor, if there are children under age 3 in care? 90-12(4)(k); 50-12(4)(k)		TA1
A19. ♦(Observe and ask.) Where do you keep prescription and over-the-counter medications? 90-17(3); 50-17(3)		C, TA2
Are there any trampolines accessible to children indoors ? If no, N/A for 20-27. If yes, are the following conditions met:		C
A20. (♦ Observe and ask.) Is a provider always at the trampoline supervising its use whenever any child in care is on the trampoline? 90-6(14)(a); 50-6(14)(a)		
A21. ♦(Observe and ask.) Does only one person at a time use the trampoline? 90-6(14)(b); 50-6(14)(b)		C
A22. ♦(Observe and ask.) Are children in care allowed to do flips or somersaults on the trampoline? 90-6(14)(c); 50-6(14)(c)		C
A23. (Observe.) Does the trampoline have shock absorbing pads that completely cover its springs, hooks, and frame? 90-6(14)(d); 50-6(14)(d)		C
A24. (Observe.) Is the trampoline placed at least 6 feet away from any structure, including playground equipment, trees, and fences? 90-6(14)(e); 50-6(14)(e)		C
A25. (Observe.) Are there any ladders near the trampoline that children could use to access the trampoline? 90-6(14)(f); 50-6(14)(f)		TA1
A26. ♦(Observe and ask.) Are children allowed to play under the trampoline when it is in use? 90-6(14)(g); 50-6(14)(g)		C
A27. ♦(Observe and ask.) Is the trampoline placed over grass or 6 inches of protective cushioning, in a 6 foot use zone? 90-6(14)(i); 50-6(14)(i)		C

INDOOR & OUTDOOR INSPECTION ITEMS		Level
✓ = Compliance, O = Noncompliance, N/A = Not Applicable		
A28. ♦(Ask.) Have any providers, anyone age 12 or older living in the home, or any new caregiver or volunteer been arrested, charged, or convicted of a felony or misdemeanor, or been investigated with a supported finding of abuse or neglect by the Department of Human Services? Since your last inspection, has anyone new moved into your home, has any household member turned 12, or have you added any new caregivers or volunteers? 6-3(3)(a)-(b):09; 6-4(9):09; 6-6(4):09		C
Discipline		Level
Do caregivers use any of the following discipline methods? (Observe for all.)		TA1
A29. Any form of corporal punishment such as hitting, spanking, shaking, biting, pinching, or any other measure that produces physical pain or discomfort? 90-19(4)(a); 50-19(4)(a)		TA1
A30. Restraining a child's movement by binding, tying, or any other form of restraint? 90-19(4)(b); 50-19(4)(b)		TA1
A31. Shouting at children? 90-19(4)(c); 50-19(4)(c)		TA2
A32. Any form of emotional abuse? 90-19(4)(d); 50-19(4)(d)		TA1
A33. Forcing or withholding of food, rest, or toileting? 90-19(4)(e); 50-19(4)(e)		TA1
A34. Confining a child in a closet, locked room, or other enclosure such as a box, cupboard, or cage? 90-19(4)(f); 50-19(4)(f)		TA1
Diapering Observation. Complete only if a diaper change was not observed during the last Announced Inspection. N/O if there is no diapered child present.		Level
♦(Ask.) Do you ever diaper children? If yes:		
A35. (Observe.) Do providers clean and sanitize the diapering surface after each diaper change, or use a non-permeable disposable diapering surface that is thrown away after each diaper change? 90-23(4); 50-23(4)		TA1, TA2
A36. ♦(Ask.) What do you use to sanitize the diapering surface? If bleach water is used, how often do you mix new bleach water? (Bleach water is no longer potent enough to sanitize after 24 hours.) 90-23(4); 50-23(4)		TA1, TA2
A37. (Observe.) Do providers wash their hands after each diaper change? 90-23(5); 50-23(5)		TA1, TA2
A38. (Observe.) Do caregivers place soiled diapers in a container with a plastic lining and a tight fitting lid, or directly in an outdoor garbage container that has a tightly fitting lid or is inaccessible to children? 90-23(6); 50-23(6)		TA1
A39. ♦(Observe and ask.) If cloth diapers are used, are they rinsed at the Licensee or Certificate holder's home? 90-23(8)(a); 50-23(8)(a) N/A if cloth diapers are not used.		TA1
A40. ♦(Observe and ask.) If cloth diapers are used, after removal are they placed directly into leakproof container inaccessible to children and labeled with child's name, or else placed directly into a leakproof diapering service container? 90-23(8)(b); 50-23(8)(b) N/A if cloth diapers are not used.		TA1
Infant and Toddler Care – N/A if the Licensee or Certificate holder does not have any infants or toddlers in care.		Level
A41. ♦(Observe and ask.) Do high chairs/booster chairs have T-safety straps or devices, and are they used whenever a child is in the chair? 90-12(8); 50-12(8)		TA2
A42. (Observe.) Do infants sleep in equipment designed for sleep (crib, bassinet, porta-crib or play pen)? Are infants placed to sleep on mats or cots, or in bouncers, swings, car seats, etc.? 90-24(10); 50-24(10)		C
A43. (Observe.) Are there any infant walkers with wheels? 90-24(14); 50-24(14)		TA1
A44. (Observe.) Do infants and toddlers have access to objects made of styrofoam? 90-24(15); 50-24(15)		TA1
A45. (Observe.) Does a provider respond as promptly as possible to infants and toddlers who are in emotional distress (due to hunger, fatigue, wet or soiled diapers, fear, teething, or illness)? 90-24(16); 50-24(16)		TA1

OUTDOOR ONLY INSPECTION ITEMS		Level
✓ = Compliance, O = Noncompliance, N/A = Not Applicable		
B1. (Observe.) Is the outdoor play area free of dangerous insects (for example: beehives, wasps, yellow jacket or hornet nests, and red ant hills), rodents, and other vermin? 90-5(2); 50-5(2)		TA1, TA2
B2. ♦(Ask if not observed.) Do children playing outside have drinking water outside whenever the outside temperature is 75 degrees or higher? 90-6(13); 50-6(13)		C, TA2
B3. ♦(Observe, and ask about what happens in bad weather.) Are entrances, exits, steps and outside walkways maintained in a safe condition, and free of ice, snow, and other hazards? 90-5(4); 50-5(4)		TA1, TA2
B4. (Observe.) Is the outdoor play area and equipment free of harmful plants, objects, or substances, and standing water (including garage shelves or cupboards w/out safety devices 36" high or lower, if the garage is accessible to children)? 90-6(5); 50-6(5) <u>Harmful objects include:</u> <ul style="list-style-type: none"> • Raised decks or balconies 5' or higher, or open basement stairwells, without a 36" protective barrier that has no gaps > 5 inches. • Window wells more than 24 inches deep without a cover. • Unanchored heavy equipment a child could climb on and/or pull over on themselves, including an unanchored swing set. • Rotting garbage not in a container with a lid. • Asbestos or exposed fiberglass insulation. • Empty refrigerators or freezers a child could accidentally get shut inside of. • Welding torches. • Motor vehicles up on blocks. • Car batteries. • Exposed live electrical wire. <ul style="list-style-type: none"> • Dead animals. • Filled milk or slop buckets. • Unattended running vehicles or farm equipment. • Standing ladders. • Unstably stacked wood piles or bales of hay or straw. • Rebar / metal rods less than 48" sticking up from the ground. • Strangulation hazards (ropes/cords longer than 12" that are attached to a solid structure such that a child could hang themselves from it, and pacifier cords longer than 12"). <u>Harmful plants include:</u> <ul style="list-style-type: none"> • Poison ivy or oak, stinging nettle, oleander, castor beans, jimson weed, mushrooms, cactus, and toadstools. <u>Standing water</u> does not include temporary puddles due to rainfall or sprinklers.		C, TA1
Wading & Swimming Pools – N/A if there are no wading or swimming pools on the premises.		Level
B5. (Observe.) Is there always a caregiver at the pool supervising children whenever there is water in the pool (for wading pools), or whenever any child in care has access to the pool (for swimming pools)? 90-6(7)(a), (8)(a); 50-6(7)(a), (8)(a)		C, TA1
Is there a swimming pool on the premises that is not emptied after each use? If yes:		C
B6. (Observe.) Is the pool enclosed in a fence or other solid barrier at least 4' high, kept locked whenever pool is not in use, or else covered by a properly working ASTM approved power safety cover? 90-6(8)(c); 50-6(8)(c)		
B7. (Observe.) If the pool is over 6 feet deep and is in use, is there a Red Cross or equivalent certified lifeguard on duty? 90-6(8)(f); 50-6(8)(f)		TA1
Hot Tubs – N/A if there are no hot tubs on the premises.		Level
B8. (Observe.) If there is a hot tub on the premises that is accessible to children and has water in it, is it either surrounded by a four foot fence, or equipped with a properly working locking cover that is locked? 90-6(9); 50-6(9)		C, TA1