

Evaluation Form

1. Inspection Schedule Details

Inspection Type: Annual inspection

Facility Name: KOOL KIDZ

Inspector/Investigator:

Visit Type: Unannounced

Jaime.Bowman@dhr.alabama.gov

Facility Address: 1031 SUMMITT ROAD,
BAILEYTON, AL 35019, Cullman

Visit Date: 05/27/2025

Inspection Status: Completed

2. Inspection Questionnaire

Facilities - Indoor area (II.C.4.)

S No.	Questions	Answer	Comments
1	Space for ill or injured child	Observed	
2	Items used by ill child disinfected	Not applicable	
3	Hazardous substances under lock and key or combination lock	Not Met	see classroom lists.
4	Stairways have hand-railings in child's reach	Not applicable	
5	Mops used for cleaning bodily fluids disinfected appropriately	Certified/Discussed	
6	Contaminated rugs and carpets cleaned and sanitized appropriately	Certified/Discussed	
7	One tub (portable plastic acceptable)	Observed	
8	Heating/air conditioning provided	Observed	

9	Lighting adequate at nap/rest time to allow children to be seen	Observed	
10	Exposed electrical outlets have protective covers	Not Met	There were exposed electrical outlets in the school age room.
11	Cleaning does not interfere with children's activities	Certified/Discussed	
12	Fixtures child size or adjusted for easy use	Observed	
13	One handwashing sink with warm running water soap paper towels in each room where children are diapered	Observed	
14	Containers labeled	Not Met	see classroom lists.
15	No firearms or ammunition kept or allowed in center except law enforcement	Certified/Discussed	
16	Contaminated materials shall be disposed of properly in the bio-contaminant receptable	Certified/Discussed	
17	Contaminated clothing items stored or washed properly	Certified/Discussed	
18	Operational telephone for center business only	Observed	
19	Center free of apparent hazards	Not Met	see classroom lists
20	Clear glass doors are marked at child level	Not applicable	
21	Barriers around heaters, radiators, fans	Certified/Discussed	
22	One flush toilet for each 15 children	Observed	
23	Storage space for teacher's supplies	Observed	
24	DHR notified if telephone is out of order or if the number changes	Certified/Discussed	

25	Medications and drugs kept under lock and key or combination lock, separate from harmful items	Not Met	see classroom lists.
26	Floors, bathrooms fixtures cleaned/disinfected	Observed	
27	Designated space for each grouping of children	Observed	
28	Thermometer in each area used by children	Observed	
29	Outside windows that are open are screened	Certified/Discussed	
30	Lighting adequate for activities	Observed	
31	Consumption of alcohol or use of non-prescription narcotic or illegal substances prohibited	Certified/Discussed	
32	Bio-contaminants shall be stored in a labeled container and disposed of properly	Observed	
33	Exclusive use of activity areas	Observed	
34	Child safe thermometer	Observed	
35	Outside doors kept closed	Observed	
36	Smoking or use of tobacco prohibited on premises/center vehicles	Certified/Discussed	
37	Bio-contaminants stored outside shall be disposed of properly	Certified/Discussed	
38	Bathrooms located on same level/under same roof	Observed	
39	One handwashing sink for each 15 children	Observed	
40	Office space provided	Observed	
41	Temperature between 68-82 degrees	Observed	
42	Carpets vacuumed daily	Certified/Discussed	

43	Bodily fluids shall be cleaned up immediately, surfaces disinfected, and staff wash hands	Certified/Discussed	
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Facilities - Outdoor area (II.C.5)

S No.	Questions	Answer	Comments
1	Outdoor area adjoins or is safely accessible	Observed	
2	Shade and sun areas provided	Observed	
3	Outdoor play area free of apparent hazardous conditions:	Not Met	Active ant bed Broken climbing toy Garden hose on playground.
4	*Wheeled vehicles to sit on and maneuver - 2	Not applicable	
5	*Balls-3	Not applicable	
6	Off-street loading/unloading provided	Observed	
7	Fence or wall free of sharp edges	Observed	
8	Gates secured	Observed	
9	Outdoor play area and equipment are free of apparent hazardous conditions	Not Met	See playground list.
10	*Digging or sand area	Not applicable	
11	Concrete/asphalt not used under equipment	Observed	
12	*Crawl-through equipment	Not applicable	
13	*Toys for digging	Not applicable	
14	Area well-drained	Observed	
15	Stairs/steps have handrails in child's reach	Observed	
16	Separate areas for children younger than 2	Observed	
17	Outdoor play area enclosed by a fence or wall	Observed	

	at least 4 feet in height		
18	Equipment not designed to be portable, securely anchored	Observed	
19	*Wheel vehicles to pull or push - 2	Not applicable	
20	*Climbing apparatus	Not applicable	

Facilities - Swimming and wading at the center (II.C.6)

S No.	Questions	Answer	Comments
1	One staff for every 4 children ages 2 years up to 4 years of age	Not applicable	
2	Clean water provided each day	Not applicable	
3	One staff for every 6 children ages 4 years up to 6 years of age	Not applicable	
4	Ratios determined by youngest child in the pool	Not applicable	
5	At least one staff with CPR & first aid at each wading structure	Not applicable	
6	At least two staff at each wading structure within arms-length "touch supervision"	Not applicable	

7	Swimming and wading at the center	No	
8	One staff for every 10 children ages 6 years and older	Not applicable	
9	Required ratios met as stated in the standards	Not applicable	
10	Staff provided to supervise children in pool area, but not in the pool	Not applicable	
11	If any part of a child's body is in the water, the child is considered in the pool	Not applicable	
12	Lifeguard at poolside at all times pool is in use	Not applicable	
13	Lifeguard not counted in ratios	Not applicable	
14	Persons counted in ratios meet child care worker qualifications/in the pool at all times	Not applicable	
15	Pool enclosed with fence or solid wall at least 4 feet in height, constructed to prevent accessibility by children	Not applicable	
16	Lifeguard Training Certificate, First Aid Certificate, CPR Certification on file	Not applicable	
17	One staff for each child younger than 2 years of age	Not applicable	
18	Wading structure emptied when not in use	Not applicable	

Away from center activities (II.C.7)

S No.	Questions	Answer	Comments
1	Note: The Department of Human Resources does not inspect activities away from the center, including swimming and wading	Certified/Discussed	

activities. The licensee

shall assume full authority

and responsibility for away

	from the center activities.		
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Child Care Program (II.D)

S No.	Questions	Answer	Comments
1	0 up to 18 months 1 to 5	Observed	
2	2 and older 1 to 36	Observed	
3	Exception for group 24-36 months	Not Met	There were 2 children younger than 2 in the 24–36-month class.
4	Exception for individual children's needs	Certified/Discussed	
5	Second staff available when 7 or more children present/required ratios met	Certified/Discussed	
6	No staff on duty more than 8 continuous hours on a regular basis	Certified/Discussed	
7	18 up to 2 years 1 to 7	Not Met	The infant/toddler room was out of ratio due to missing Initial Health and Safety training.
8	School age up to 8 years 1 to 21	Observed	
9	Staff assigned responsibility for same infants/toddlers each day	Certified/Discussed	

10	18 months up to 2 years 1 to 14	Observed	
11	2 years up to 4 years 1 to 11	Observed	
12	Staff counted in ratio only when giving full attention to the children	Observed	
13	Two staff with infant-child CPR and first aid present during all hours of operation	Observed	
14	24 months to 36 months 1 to 8	Observed	
15	4 years up to school age 1 to 18	Observed	
16	All children supervised at all times	Observed	
17	Substitute staff available	Certified/Discussed	
18	8 years and older 1 to 22	Observed	
19	Children younger than 2 grouped separately	Not Met	There were 2 children younger than 2 in the 24–36-month class.
20	Staff free from other duties while working with the children	Certified/Discussed	
21	Required ratios maintained at all times	Not Met	The infant room was out of ratio due to missing Initial Health and Safety training.
22	Director authorized to conduct center business	Certified/Discussed	
23	Staff in each room during napping/resting	Observed	
24	0 up to 18 months 1 to 5	Not Met	The infant/toddler room was out of ratio due to missing Initial Health and Safety training.
25	Staff person in charge when director is absent, authorized to conduct center business	Certified/Discussed	

26	Staff able to see all children	Observed	
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Infant/Toddler Program (II.D.2.)

S No.	Questions	Answer	Comments
1	Cries/signs of distress investigated immediately	Certified/Discussed	
2	60 Minutes of physical activity full day/ 30 minutes half-day	Certified/Discussed	
3	Infants placed on back to sleep unless physician's statement indicates otherwise	Certified/Discussed	
4	No positioning device used unless specified by physician	Certified/Discussed	
5	Formula provided by parent, must be labeled, ready to feed, and refrigerated	Observed	
6	Foods that may cause choking prepared appropriately for the child	Certified/Discussed	
7	Individual paper towels for each washing and drying	Observed	
8	Encouraged to play with a variety of toys	Observed	
9	No child diapered on the floor	Observed	
10	Staff use clean disposable gloves for diapering each child/for each diaper change	Observed	
11	Soft material prohibited in infant's sleeping environment, no pillows, quilts, comforters, etc.	Observed	
12	No infant put to sleep on sofa, soft mattress	Certified/Discussed	
13	Disposable utensils used only with close supervision	Observed	

14	Foods eaten from a dish	Observed	
15	Freedom of movement outside cribs daily	Observed	
16	Infants not seated for more than 15 minutes	Observed	
17	Two feet between occupied cribs	Observed	
18	Cribs/cots cleaned and disinfected and sheets and covers washed before used by another child	Certified/Discussed	
19	Bottles/food served according to parental request (microwaves not used for bottles)	Certified/Discussed	
20	Expressed human milk sent in container labeled with infant's full name/date, and specific written instructions on how to prepare, store, and use	Certified/Discussed	
21	No screen time for children under 2 years of age	Observed	
22	Daily schedule posted that includes 60 minutes of physical activity (toddlers)	Observed	
23	Infants allowed to form own sleep patterns	Observed	
24	Infants who can easily turn placed on back but allowed to adopt preferred position	Certified/Discussed	
25	Staff recognize differing needs of toddlers/allowed to follow their own sleep patterns	Certified/Discussed	
26	Infant formula for a breastfed infant should only be used with parental consent	Certified/Discussed	
27	Small hard candies, nuts not served to children under 4 years old	Certified/Discussed	
28	Staff's hands washed before food preparation and service, after assisting with toileting, after diapering	Certified/Discussed	

29	Each child's hands washed after diapering	Observed	
30	Staff use universal precautions when diapering	Observed	
31	For toddlers, clean bottom sheets and top coverings weekly, more often if needed	Certified/Discussed	
32	Formula, food for infants if provided by center, planned with parent or physician	Certified/Discussed	
33	Toddlers seated while eating	Observed	
34	Child encouraged to experiment with self-feeding, utensils provided	Observed	
35	Dishes, bottles unbreakable	Certified/Discussed	
36	Time outdoors daily when weather permits	Certified/Discussed	
37	Staff talks to each child and encourages response	Certified/Discussed	
38	Changing area cleaned and disinfected	Observed	
39	Individual, disposable wipes used at each diaper change, disposed of properly	Observed	
40	For infants, clean bottom sheets daily or more often if needed, sheets fit snugly	Observed	
41	Meals and snacks comply with requirements	Certified/Discussed	
42	Infants held for bottle feeding	Observed	
43	Child's hands washed before and after snacks, after diapering, toileting	Certified/Discussed	
44	Wet/soiled diapers/clothing changed promptly	Observed	
45	No child left unattended while being diapered	Observed	

46	Wet/soiled diapers placed in covered, plastic-lined container and disposed of daily	Observed	
47	Potty chairs emptied, rinsed, disinfected after each use	Not applicable	
48	Feeding schedule according to child's needs	Certified/Discussed	
49	No bottles propped	Observed	
50	Drinking water without added sweeteners or carbonation readily available throughout the day	Certified/Discussed	
51	Food not used as a reward or punishment	Observed	
52	Placed on tummy part of time while awake and observed	Observed	
53	Clean, dry diaper/clothing provided	Observed	
54	Diapering area separate from food service area	Observed	
55	Cots positioned to allow space for access or emergency exit	Observed	
56	If formula provided by center, ready to feed, properly stored and handled	Certified/Discussed	
57	When able, infants allowed to sit in feeding chair	Observed	
58	Child not forced or bribed to eat	Observed	

Preschool/School-age Program (II.D.3)

S No.	Questions	Answer	Comments
1	Variety of indoor/outdoor activities that includes 60 minutes of active physical activity full day/30 minutes	Observed	

	half-day		
2	Cots cleaned and clean bottom sheets and top sheet/covers provided before used by another child	Certified/Discussed	
3	Cots positioned to allow space for access or emergency exit	Certified/Discussed	
4	Staff able to see all children	Observed	
5	Unbreakable or single-use cups or glasses or a drinking fountain provided for water	Certified/Discussed	
6	Food served on individual dishes or napkins, not directly on the table	Observed	
7	Physical activity/outdoor time cannot be taken away as punishment	Certified/Discussed	
8	Center open to visits from parents at any time	Certified/Discussed	
9	Medication administered only with written authorization from parent and child's health professional	Not Met	Diaper rash cream was administered without a health professional's or parent's authorization form.
10	Medication in original container, labeled	Certified/Discussed	

11	Children and staff wash hands after handling animals	Not applicable	
12	Staff permit/encourage conversation among children	Certified/Discussed	
13	Radio, TV, videos used only to supplement/enhance daily plan	Not Met	After School class was watching an action movie.
14	Staff recognize differing needs of children	Observed	
15	Rest period at least 45 minutes, not more than 2 hours	Observed	
16	No child forced or bribed to eat	Observed	
17	Children's hands washed before meals and snack and after toileting	Certified/Discussed	
18	Disposable gloves used for diapering	Observed	
19	No verbal abuse	Certified/Discussed	
20	No physical restraint as punishment	Certified/Discussed	
21	Measuring device provided	Certified/Discussed	
22	Locked storage provided for medication	Certified/Discussed	
23	Aggressive animals not kept in center or on grounds	Not applicable	
24	Certificate of rabies vaccination on file for animals	Not applicable	
25	Schedule posted that includes 60 minutes of active play	Observed	
26	Clean sheet/covers provided weekly, more often if needed	Observed	
27	At least one staff present in each room	Observed	

28	Drinking water without added sweeteners or carbonation readily available throughout the day	Certified/Discussed	
29	Children seated while eating	Observed	
30	Discipline, behavior problems discussed with parent	Certified/Discussed	
31	Parents informed of their right to visit	Certified/Discussed	
32	No blanket authorization forms for medication	Certified/Discussed	
33	Medication not used beyond date of expiration	Certified/Discussed	
34	Animals confined, cages kept clean, food and water available	Not applicable	
35	According to each child's needs, each child's hands washed	Certified/Discussed	
36	Children in attendance served breakfast or a.m. snack, lunch, p.m. snack	Observed	
37	Small hard candies, nuts not served to children under four	Certified/Discussed	
38	Portions of food suited to child's needs; second portions available	Observed	
39	Parents notified of complaint procedures	Certified/Discussed	
40	Parents provided information on child development and children's health annually	Observed	
41	Parents notified of exposure to contagious disease/condition	Certified/Discussed	
42	Center reports contagious disease/condition to health department as required	Certified/Discussed	
43	Does the center's staff give medication/medical procedures?	Yes	

44	Videos previewed by staff for appropriateness	Certified/Discussed	
45	Sexually explicit, violent, frightening materials prohibited	Certified/Discussed	
46	Special dietary needs in accordance with written instructions	Certified/Discussed	
47	Meals and snacks provided by the center	Observed	
48	Individual paper towels for each washing and drying	Observed	
49	No Corporal/physical punishment	Certified/Discussed	
50	If a child becomes ill or is injured, he/she is separated from group, but continuously supervised	Certified/Discussed	
51	Parent of ill/injured child notified immediately and required to come for child	Certified/Discussed	
52	Used paper towels, wipes, tissues are disposed of immediately following use	Certified/Discussed	
53	Toilet paper provided for use by children and staff	Certified/Discussed	
54	No child required to watch TV or videos	Certified/Discussed	
55	Screen time for 2 years old and older limited to 30 minutes for half day and 1 hour for full day	Not Met	The pre-k and school age classrooms were watching movies for more than 1 hour in a day.
56	Fluid milk served, no powdered milk for drinking	Observed	
57	No child deprived of meal or snack	Observed	
58	Catered meals and snacks meet requirements	Certified/Discussed	
59	Discipline appropriate to age and developmental level of the children	Certified/Discussed	
60	No ill child admitted	Certified/Discussed	

61	If parent cannot be reached or illness/injury severe, emergency medical attention shall be obtained	Certified/Discussed	
62	Time and date medication is given is documented in writing, kept in child's file/copies available to parents upon request	Certified/Discussed	
63	Toilet articles labeled and stored separately	Certified/Discussed	
64	Time outdoors daily when weather permits for 60 to 90 minutes	Certified/Discussed	
65	If a child does not sleep after 45 minutes, quiet activities permitted	Certified/Discussed	
66	Staff use Universal Precautions when diapering or handling bodily fluids	Certified/Discussed	
67	Vending machines prohibited in areas used by children	Not applicable	
68	Staff hands washed before food preparation and service, and after assisting with toileting or contact with bodily fluids	Certified/Discussed	
69	No discipline associated with food, naps, or bathroom procedures	Certified/Discussed	
70	Staff available for communication/conferences	Certified/Discussed	
71	Children with food allergies should have a written plan with required components that is available and known by the child's teacher	Certified/Discussed	
72	Medication administered by designated staff	Certified/Discussed	
73	Extra children's clothing available	Certified/Discussed	
74	Staff give individual attention to each child daily	Certified/Discussed	

75	Rest period for children in attendance more than 5 hours	Observed	
76	Meals and snacks comply with USDA guidelines	Observed	
77	Foods that may cause choking prepared appropriately for the child	Certified/Discussed	
78	Children not allowed in the kitchen	Observed	
79	No punishment administered by another child	Certified/Discussed	
80	Parents provided with information on influenza annually	Observed	
81	Parents urged to notify center if a child is exposed to a contagious disease outside the center	Certified/Discussed	
82	Medication returned to parent or disposed of when no longer needed	Certified/Discussed	
83	Animals that could pose a threat to health and safety kept away from children	Not applicable	

Emergency Preparedness and Response Plan (II.D.3.G.11.H)

S No.	Questions	Answer	Comments
1	Fire	Observed	
2	Current and complete emergency plans and procedures submitted to the Department	Observed	
3	Tornado	Observed	
4	Lockdown	Observed	
5	Relocation	Observed	
6	Posted in a conspicuous place	Observed	
7	Available to all staff and	Observed	

	employees		
8	Copies provided to all parents/guardians	Certified/Discussed	

Transportation (II.E)

S No.	Questions	Answer	Comments
1	NOTE: The Department of Human Resources does not inspect activities away from the center, including swimming and wading activities. The licensee shall assume full authority and responsibility for away from the center activities	Not applicable	
2	Does the center's staff provide transportation?	No	
3	Stationary seating for child, each child seated while vehicle is moving	Not applicable	
4	Driver and all passengers secured when vehicle is moving	Not applicable	

5	Each child under 1 year or weighing less than 20 pounds secured in rear facing child restraint, installed according to manufacturer's instructions, maintained in good condition	Not applicable	
6	Children of lawful school age and older, fewer than 15 transported with only the driver	Not applicable	
7	For 30 or more children of lawful school age, two staff in addition to driver	Not applicable	
8	Each child signed in and signed out with a written signature or bio-metric ID	Observed	
9	Photo ID required when releasing child to unfamiliar, designated person	Not applicable	
10	Driver signs checklist, indicating he/she has checked each seat	Not applicable	
11	No child left in a vehicle without adult supervision	Not applicable	
12	Each child 6 and older, the driver, and each adult passenger secured in an individual seat belt, properly anchored to the vehicle	Not applicable	
13	Staff accompany each child under 2 from vehicle to care of designated person	Not applicable	
14	Driver checks each seat at each location to verify no child is left on the vehicle	Not applicable	
15	Each child under 6 years shall be properly secured in a booster seat which is properly anchored to the vehicle, installed according to manufacturer's instructions, maintained in good condition	Not applicable	
16	Vehicle safety check done annually, signed by	Not applicable	

	certified mechanic, dated, and filed in center		
17	Staff-child ratio met for children younger than lawful school-age, driver not counted	Not applicable	
18	For 15 or more children of lawful school age, one staff in addition to driver	Not applicable	
19	Each child accompanied into and out of center	Observed	
20	Any child who arrives by walking or bus, signed in by staff	Not applicable	
21	Designated staff complete and sign checklist	Not applicable	
22	Checklist kept on file for the current year plus two additional years	Not applicable	

23	Transportation checklists used as required	Not applicable	
24	Doors locked when vehicle is moving	Not applicable	
25	Children not transported in front seat of vehicle with passenger side air bag	Not applicable	
26	Center responsible for picking up child at designated location and delivering child to designated person	Not applicable	
27	Staff visually supervise each child 2 and older from vehicle to care of designated person	Not applicable	
28	Each child under 5 years or weighing less than 40 pounds secured in forward facing child restraint, installed according to manufacturer's instructions, maintained in good condition	Not applicable	

Staff (II.F.)

S No.	Questions	Answer	Comments
1	Inactive files maintained separately	Certified/Discussed	
2	Staff with symptoms of contagious disease/condition not in center	Certified/Discussed	
3	Child care workers/teachers/subs meet qualification and have 12 hours of training within 30 days of employment	Observed	
4	By August 1, 2022, directors must complete orientation training on the department's Quality rating and Improvement System	Not applicable	

5	Center director meets qualifications	Observed	
6	Child care workers/teachers/subs meet requirements for Health & Safety training	Not Met	Staff person was missing initial health and safety training.
7	Records on staff kept confidential	Observed	
8	Records on staff maintained at least two years after person has left	Certified/Discussed	
9	Aides/assistant teachers not counted in ratio	Certified/Discussed	
10	Records on file at time of employment	Not Met	see staff checklist.
11	Substitute staff meet qualifications of staff for whom substituting	Certified/Discussed	
12	By August 1, 2022, director/all teachers/substitutes/all service staff must be enrolled in the Alabama Pathway's Professional Development Registry	Observed	
13	Service staff not counted in ratio unless they meet qualifications of staff for whom substituting	Certified/Discussed	
14	Driver at least 19 years old with valid driver's license	Not applicable	
15	Records filed alphabetically	Certified/Discussed	
16	Medical exam and TB test on file at time of employment	Not Met	See staff checklist.

Character and Suitability (II.G.1)

S No.	Questions	Answer	Comments
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1	Character and suitability review conducted on required person (every 5 years)	Observed	
2	Licensee informs DHR of any criminal convictions or current charges	Certified/Discussed	
3	Persons with determination of unsuitable character terminated	Certified/Discussed	

Administration (II.H)

S No.	Questions	Answer	Comments
1	Written operating policies established	Certified/Discussed	
2	Copy of operating policies provided to parent at time of child's enrollment	Certified/Discussed	
3	Any traffic accident involving day care children using transportation provided by the center	Certified/Discussed	
4	Any arrest of licensee, staff, employee, volunteer	Certified/Discussed	
5	Inactive files maintained separately	Certified/Discussed	
6	Daily attendance records on all staff and children	Certified/Discussed	
7	Emergency Preparedness and Response Plan	Observed	
8	Name of director/staff in charge	Observed	
9	Licensee assumes full authority and responsibility for meeting and maintaining Standards	Certified/Discussed	
10	Changes in operating policies provided to parents and DHR	Certified/Discussed	
11	Change in address or telephone number	Certified/Discussed	

12	Major damage to facility	Certified/Discussed	
13	Any disastrous event	Certified/Discussed	
14	Individual records on each child on file on first day of attendance	Certified/Discussed	
15	Sign in/sign out sheets	Certified/Discussed	
16	Most recent deficiency report	Observed	
17	Medical assistance (ambulance or rescue)	Observed	
18	Licensee provides operating funds	Certified/Discussed	
19	Operating policies do not contradict Standards	Observed	
20	Change in ownership	Certified/Discussed	
21	Children's records and information about children and their families kept confidential	Certified/Discussed	
22	Children's records maintained 2 years after child has left the center	Certified/Discussed	
23	Most recent license, permit, or approval	Observed	
24	Most recent licensing evaluation	Observed	
25	Change in chief executive officer of corporation or members of the board	Certified/Discussed	
26	Major change or extension of hours of program	Certified/Discussed	
27	Total number of children in care, including children on the premises, children in transit, children on fieldtrips conforms to number specified	Certified/Discussed	
28	Requirements for drop-in care met	Certified/Discussed	

29	Most recent fire inspection report within 5 years	Observed	
30	Menu for meals and snacks/dated	Observed	
31	Any illness/injury of child or staff requiring professional medical treatment	Certified/Discussed	
32	Any death occurring in the center or during away from the center activities	Certified/Discussed	
33	Any incident in which the health, welfare, or safety of a child is at risk	Certified/Discussed	
34	Child abuse/neglect reported as required by law	Certified/Discussed	
35	Law enforcement	Observed	
36	Poison control center	Observed	
37	Licensee designates director and delegates authority and responsibility for operation and management of center to director	Certified/Discussed	
38	Copy of operating policies submitted to DHR	Observed	
39	Interruption of the center's electrical, telephone or gas service	Certified/Discussed	
40	Any litigation involving the center	Certified/Discussed	
41	Transportation checklists	Not applicable	
42	Vehicle safety check	Not applicable	
43	Substitute help	Observed	
44	Change in location	Certified/Discussed	
45	Any illness/injury of child or staff requiring emergency medical treatment	Certified/Discussed	
46	Final disposition of any child abuse/neglect investigation involving licensee, staff, employee, volunteer	Certified/Discussed	

47	Records filed alphabetically	Certified/Discussed	
48	Public notice form	Observed	
49	Fire department	Observed	
50	Change in director of center	Certified/Discussed	
51	Alterations to center or grounds	Certified/Discussed	
52	Licensee and all staff, employees, volunteers cooperate with DHR on any child abuse or neglect investigation	Certified/Discussed	
53	Age range of children in care conforms to ages specified	Certified/Discussed	
54	Corrective/adverse action notices	Certified/Discussed	
55	Most recent Health department inspection report and food permit or written permission for catering food	Observed	

Nighttime Centers (II.I)

S No.	Questions	Answer	Comments
1	2 up to 4 years 1 to 18	Not applicable	
2	Required ratios for daytime maintained while children are awake	Not applicable	
3	Each child bathed separately	Not applicable	
4	Individual soap, towel and washcloth provided for each child	Not applicable	
5	All children supervised at all times	Not applicable	
6	At least one staff in each room of sleeping children	Not applicable	
7	Staff assist each child as	Not applicable	

	needed, in dressing and grooming		
8	Evening meal served to children in attendance	Not applicable	
9	In centers operating past midnight, cribs or cots fitted with a waterproof mattress shall be provided for each child	Not applicable	
10	Staff able to see all the children at all times	Not applicable	
11	Breakfast served to children going directly to school	Not applicable	
12	0 up to 18 months 1 to 5	Not applicable	
13	Each staff assigned responsibility for same children nightly	Not applicable	

14	Outdoor time available during daylight hours	Not applicable	
15	Does the center provide care after 7:00 p.m.?	No	
16	All staff awake and alert to needs of children	Not applicable	
17	At least two staff in center whenever children are present/required ratios met	Not applicable	
18	Does the center provide care after midnight?	No	
19	In centers operating past midnight, there shall be at least one bathing facility for every 15 children	Not applicable	
20	18 months up to 2	1 to 14	Not applicable
21	4 years and older	1 to 25	Not applicable
22	At least two staff, at least 18 years old meeting child care worker qualification, with CPR and first aid in center during hours of operation	Not applicable	
23	Clean water provided for each child	Not applicable	
24	Each child supervised while bathing	Not applicable	
25	Lighting maintained so children are visible while sleeping	Not applicable	
26	Nightly activity schedule posted	Not applicable	

3. Classroom Checklist

Furnishings and equipment (II.C.8) - Checklist for Preschool (age 2 years to school age) - Pre k(CI01486)

S No.	Questions	Answer	Comments
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1	*Easel	Not applicable	
2	*Non-toxic playdough or clay	Not applicable	
3	*Large non-toxic crayons/watercolor markers	Not applicable	
4	*Large sheets of paper	Not applicable	
5	*Non-toxic finger/cold water paints-primary colors	Not applicable	
6	*Scissors (blunt tip) – 2 pair Per 5 children	Not applicable	
7	*Non-toxic glue or paste; tape	Not applicable	
8	*Paint brushes four and 1 inch in width	Not applicable	
9	*Large/medium building blocks-app. 15 non-interlocking	Not applicable	
10	*Small building blocks-app. 100 non-interlocking	Not applicable	
11	*Small cars, trucks, boats, etc. - 6	Not applicable	
12	*Age appropriate puzzles-8 (complete with all pieces)	Not applicable	
13	*Interlocking manipulative play sets, different types-6	Not applicable	
14	*Matching games-6 (no more than 2 electronic	Not applicable	
15	*Puppets-2	Not applicable	
16	*Child-size stove/sink (or combo)	Not applicable	
17	*Small table and chairs/benches	Not applicable	
18	*Cooking utensils/dishes (unbreakable)	Not applicable	
19	*Doll bed or cradle	Not applicable	
20	*Dolls (complete with all parts)-2	Not applicable	
21	*Doll clothes and blankets	Not applicable	
22	*Dress-up clothes for boys and girls	Not applicable	

23	*Storage for dress-up clothes	Not applicable	
24	*Unbreakable mirror-full length	Not applicable	
25	*Toy telephones-2	Not applicable	
26	*Age Appropriate children's books-2 per child	Not applicable	
27	*A device that plays a variety of age appropriate music	Not applicable	
28	*Rhythm instruments – 1 per child in group	Not applicable	
29	*Magnifying glass	Not applicable	
30	*Magnets	Not applicable	
31	*Nature collections	Not applicable	
32	*Measuring and pouring equipment	Not applicable	
33	Table space and chair for each child	Observed	
34	Cots, sheets, covers for each child	Observed	
35	Indoor thermometer (child safe)	Observed	
36	Written daily schedule posted with 60-90 minutes of active play	Observed	
37	Labeled storage space at child level	Observed	
38	Shelving for equipment and supplies/anchored	Observed	
39	Designated activity areas	Observed	
40	Electrical outlets covered	Observed	
41	Barriers around heaters, fans	Not applicable	
42	Hazardous substances locked	Observed	
43	Containers labeled	Observed	
44	Medication locked	Not applicable	
45	Screens on windows which are opened	Not applicable	

46	Lighting adequate	Observed	
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4. Ad Hoc Deficiency

S No.	Deficiency
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