

# Evaluation Form

## 1. Inspection Schedule Details

**Inspection Type:** Renewal inspection

**Facility Name:** UAH EARLY  
LEARNING CENTER

**Inspector/Investigator:**  
Tavia.Woods@dhr.alabama.gov

**Visit Type:** Unannounced

**Facility Address:** 4503 UNIVERSITY DRIVE,  
HUNTSVILLE, AL 35899, Madison

**Visit Date:** 12/2/2025

**Inspection Status:** Completed

## 2. Inspection Questionnaire

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

| S No. | Questions                                                                                                 | Answer              | Comments |
|-------|-----------------------------------------------------------------------------------------------------------|---------------------|----------|
| 1     | Exclusive use of activity areas                                                                           | Observed            |          |
| 2     | Designated space for each grouping of children                                                            | Observed            |          |
| 3     | Bathrooms located on same level/under same roof                                                           | Observed            |          |
| 4     | Fixtures child size or adjusted for easy use                                                              | Observed            |          |
| 5     | One handwashing sink with warm running water, soap, paper towels in each room where children are diapered | Observed            |          |
| 6     | Space for ill or injured child                                                                            | Certified/Discussed |          |
| 7     | Items used by ill child disinfected                                                                       | Certified/Discussed |          |
| 8     | Individual, Labeled storage                                                                               | Observed            |          |

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|    | space                                                                      |                    |  |
| 9  | For children 2 1/2 and older, storage at child's level                     | Observed           |  |
| 10 | Storage space for teacher's supplies                                       | Observed           |  |
| 11 | Office space provided                                                      | Observed           |  |
| 12 | Heating/air conditioning provided                                          | Observed           |  |
| 13 | Temperature between 68-82 degrees                                          | Observed           |  |
| 14 | Thermometer in each area used by children                                  | Observed           |  |
| 15 | Child safe thermometer                                                     | Observed           |  |
| 16 | Outside windows that are open are screened                                 | Not applicable     |  |
| 17 | Outside doors kept closed                                                  | Observed           |  |
| 18 | Lighting adequate for activities                                           | Observed           |  |
| 19 | Lighting adequate at nap/rest time to allow children to be seen            | Certified/Disussed |  |
| 20 | Operational telephone for center business only                             | Observed           |  |
| 21 | DHR notified if telephone is out of order or if the number changes         | Certified/Disussed |  |
| 22 | Center free of apparent hazards                                            | Observed           |  |
| 23 | Hazardous substances under lock and key or combination lock                | Observed           |  |
| 24 | Containers labeled                                                         | Observed           |  |
| 25 | No firearms or ammunition kept or allowed in center except law enforcement | Certified/Disussed |  |
| 26 | Stairways have hand-railings in child's reach                              | Observed           |  |
| 27 | Clear glass doors are marked at child level                                | Not applicable     |  |

|    |                                                                                                |                    |  |
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| 28 | Medications and drugs kept under lock and key or combination lock, separate from harmful items | Observed           |  |
| 29 | Barriers around heaters, radiators, fans                                                       | Not applicable     |  |
| 30 | Exposed electrical outlets have protective covers                                              | Observed           |  |
| 31 | Consumption of alcohol or use of non-prescription narcotic or illegal substances prohibited    | Certified/Disussed |  |
| 32 | Smoking or use of tobacco prohibited on premises/center vehicles                               | Certified/Disussed |  |
| 33 | Bio-contaminants shall be stored in a labeled container and disposed of properly               | Certified/Disussed |  |
| 34 | Bio-contaminants stored outside shall be disposed of properly                                  | Not applicable     |  |
| 35 | Floors, bathrooms fixtures cleaned/disinfected                                                 | Certified/Disussed |  |
| 36 | Carpets vacuumed daily                                                                         | Certified/Disussed |  |
| 37 | Cleaning does not interfere with children's activities                                         | Certified/Disussed |  |
| 38 | Bodily fluids shall be cleaned up immediately, surfaces disinfected, and staff wash hands      | Certified/Disussed |  |
| 39 | Contaminated materials shall be disposed of properly in the bio-contaminant receptacle         | Certified/Disussed |  |
| 40 | Mops used for cleaning bodily fluids disinfected appropriately                                 | Certified/Disussed |  |
| 41 | Contaminated rugs and carpets cleaned and sanitized appropriately                              | Certified/Disussed |  |
| 42 | Contaminated clothing items                                                                    | Certified/Disussed |  |

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|  | stored or washed properly | d |  |
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### Facilities - Outdoor area (II. C.5)

| S No. | Questions                                                                  | Answer              | Comments |
|-------|----------------------------------------------------------------------------|---------------------|----------|
| 1     | Outdoor area                                                               | Observed            |          |
| 2     | Off-street loading/unloading provided                                      | Observed            |          |
| 3     | Separate areas for children younger than 2 (may be achieved by scheduling) | Certified/Discussed |          |
| 4     | Outdoor area adjoins or is safely accessible                               | Observed            |          |
| 5     | Outdoor play area and equipment are free of apparent hazardous conditions  | Observed            |          |
| 6     | Outdoor play area enclosed by a fence or wall at least 4 feet in height    | Observed            |          |
| 7     | Fence or wall free of sharp edges                                          | Observed            |          |
| 8     | Gates secured                                                              | Observed            |          |
| 9     | Shade and sun areas provided                                               | Observed            |          |
| 10    | Outdoor play area free of apparent hazardous conditions:                   | Observed            |          |
| 11    | Concrete/asphalt not used under equipment                                  | Observed            |          |
| 12    | Area well-drained                                                          | Observed            |          |
| 13    | Equipment not designed to be portable, securely anchored                   | Observed            |          |
| 14    | Stairs/steps have handrails in child's reach                               | Not applicable      |          |

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

| S No. | Questions                                                                                                          | Answer         | Comments |
|-------|--------------------------------------------------------------------------------------------------------------------|----------------|----------|
| 1     | Swimming and wading at the center                                                                                  | No             |          |
| 2     | Lifeguard at poolside at all times pool is in use                                                                  | Not applicable |          |
| 3     | Lifeguard Training Certificate, First Aid Certificate, CPR Certification on file                                   | Not applicable |          |
| 4     | Lifeguard not counted in ratios                                                                                    | Not applicable |          |
| 5     | One staff for each child younger than 2 years of age                                                               | Not applicable |          |
| 6     | One staff for every 4 children ages 2 years up to 4 years of age                                                   | Not applicable |          |
| 7     | One staff for every 6 children ages 4 years up to 6 years of age                                                   | Not applicable |          |
| 8     | One staff for every 10 children ages 6 years and older                                                             | Not applicable |          |
| 9     | Ratios determined by youngest child in the pool                                                                    | Not applicable |          |
| 10    | Persons counted in ratios meet child care worker qualifications/in the pool at all times                           | Not applicable |          |
| 11    | Staff provided to supervise children in pool area, but not in the pool                                             | Not applicable |          |
| 12    | If any part of a child's body is in the water, the child is considered in the pool                                 | Not applicable |          |
| 13    | Pool enclosed with fence or solid wall at least 4 feet in height, constructed to prevent accessibility by children | Not applicable |          |

|    |                                                                                    |                |  |
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| 14 | At least one staff with CPR & first aid at each wading structure                   | Not applicable |  |
| 15 | Required ratios met as stated in the standards                                     | Not applicable |  |
| 16 | At least two staff at each wading structure within arms-length "touch supervision" | Not applicable |  |
| 17 | Clean water provided each day                                                      | Not applicable |  |
| 18 | Wading structure emptied when not in use                                           | Not applicable |  |

#### Facilities - 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 activities. The licensee shall assume full authority and responsibility for away from the center activities. | Certified/Discussed |          |

#### Child Care Program (II.D)

| S No. | Questions                               | Answer   | Comments |
|-------|-----------------------------------------|----------|----------|
| 1     | Required ratios maintained at all times | Observed |          |
| 2     | 0 up to 18 months<br>1 to 5             | Observed |          |
| 3     | 18 up to 2 years<br>1 to 7              | Observed |          |
| 4     | 24 months to 36 months<br>1 to 8        | Observed |          |

|    |                                                                              |                         |  |
|----|------------------------------------------------------------------------------|-------------------------|--|
| 5  | 2 years up to 4 years<br>1 to 11                                             | Observed                |  |
| 6  | 4 years up to school age<br>1 to 18                                          | Observed                |  |
| 7  | School age up to 8 years<br>1 to 21                                          | Not applicable          |  |
| 8  | 8 years and older<br>1 to 22                                                 | Not applicable          |  |
| 9  | Children younger than 2<br>grouped separately                                | Observed                |  |
| 10 | Exception for group 24-36<br>months                                          | Observed                |  |
| 11 | Exception for individual<br>children's needs                                 | Certified/Discusse<br>d |  |
| 12 | Staff assigned responsibility<br>for same infants/toddlers<br>each day       | Certified/Discusse<br>d |  |
| 13 | Staff counted in ratio only<br>when giving full attention to<br>the children | Observed                |  |
| 14 | All children supervised at all<br>times                                      | Observed                |  |
| 15 | Staff assigned responsibility<br>for same infants/toddlers<br>each day       | Certified/Discusse<br>d |  |
| 16 | Substitute staff available                                                   | Certified/Discusse<br>d |  |
| 17 | Name of staff person in<br>charge posted in a<br>conspicuous place           | Observed                |  |
| 18 | Staff in each room during<br>napping/resting                                 | Certified/Discusse<br>d |  |
| 19 | Staff able to see all children                                               | Certified/Discusse<br>d |  |
| 20 | 0 up to 18 months<br>1 to 5                                                  | Certified/Discusse<br>d |  |
| 21 | 18 months up to 2 years<br>1 to 14                                           | Certified/Discusse<br>d |  |
| 22 | 2 and older<br>1 to 36                                                       | Certified/Discusse<br>d |  |

|    |                                                                                     |                |  |
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| 23 | Two staff with infant-child CPR and first aid present during all hours of operation | Observed       |  |
| 24 | Second staff available when 7 or more children present/required ratios met          | Observed       |  |
| 25 | No staff on duty more than 8 continuous hours on a regular basis                    | Not applicable |  |
| 26 | Staff free from other duties while working with the children                        | Observed       |  |

#### Infant/Toddler Program (II.D.2)

| S No. | Questions                                                     | Answer              | Comments |
|-------|---------------------------------------------------------------|---------------------|----------|
| 1     | Learning/growth activities                                    | Observed            |          |
| 2     | Time outdoors daily when weather permits                      | Certified/Discussed |          |
| 3     | Infants 2 to 3 times daily                                    | Certified/Discussed |          |
| 4     | Toddlers allowed 60 to 90 minutes daily                       | Certified/Discussed |          |
| 5     | Freedom of movement outside cribs daily                       | Observed            |          |
| 6     | Placed on tummy part of time while awake and observed         | Observed            |          |
| 7     | Infants not seated for more than 15 minutes                   | Observed            |          |
| 8     | Cries/signs of distress investigated immediately              | Observed            |          |
| 9     | No screen time for children under 2 years of age              | Observed            |          |
| 10    | 60 Minutes of physical activity full day/ 30 minutes half-day | Certified/Discussed |          |
| 11    | Daily schedule posted that includes 60 minutes of             | Observed            |          |

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|----|-------------------------------------------------------------------------------------|---------------------|--|
|    | physical activity (toddlers)                                                        |                     |  |
| 12 | Clean, dry diaper/clothing provided                                                 | Observed            |  |
| 13 | Wet/soiled diapers/clothing changed promptly                                        | Certified/Discussed |  |
| 14 | Changing area cleaned and disinfected                                               | Certified/Discussed |  |
| 15 | No child left unattended while being diapered                                       | Certified/Discussed |  |
| 16 | No child diapered on the floor                                                      | Certified/Discussed |  |
| 17 | Each child's hands washed after diapering                                           | Certified/Discussed |  |
| 18 | Staff use universal precautions when diapering                                      | Certified/Discussed |  |
| 19 | Staff use clean disposable gloves for diapering each child/for each diaper change   | Certified/Discussed |  |
| 20 | Wet/soiled diapers placed in covered, plastic-lined container and disposed of daily | Certified/Discussed |  |
| 21 | Individual, disposable wipes used at each diaper change, disposed of properly       | Certified/Discussed |  |
| 22 | Potty chairs emptied, rinsed, disinfected after each use                            | Not applicable      |  |
| 23 | Diapering area separate from food service area                                      | Observed            |  |
| 24 | Infants allowed to form own sleep patterns                                          | Certified/Discussed |  |
| 25 | Infants placed on back to sleep unless physician's statement indicates otherwise    | Certified/Discussed |  |
| 26 | Infants who can easily turn placed on back but allowed to adopt preferred position  | Certified/Discussed |  |
| 27 | No positioning device used unless specified by physician                            | Certified/Discussed |  |

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| 28 | Staff recognize differing needs of toddlers/allowed to follow their own sleep patterns          | Certified/Discussed |  |
| 29 | Two feet between occupied cribs                                                                 | Observed            |  |
| 30 | Cots positioned to allow space for access or emergency exit                                     | Certified/Discussed |  |
| 31 | Cribs/cots cleaned and disinfected and sheets and covers washed before used by another child    | Not applicable      |  |
| 32 | For infants, clean bottom sheets daily or more often if needed, sheets fit snugly               | Not applicable      |  |
| 33 | Soft material prohibited in infant's sleeping environment, no pillows, quilts, comforters, etc. | Certified/Discussed |  |
| 34 | No infant put to sleep on sofa, soft mattress                                                   | Certified/Discussed |  |
| 35 | For toddlers, clean bottom sheets and top coverings weekly, more often if needed                | Observed            |  |
| 36 | Formula, food for infants if provided by center, planned with parent or physician               | Certified/Discussed |  |
| 37 | If formula provided by center, ready to feed, properly stored and handled                       | Observed            |  |
| 38 | Bottles/food served according to parental request (microwaves not used for bottles)             | Observed            |  |
| 39 | Meals and snacks comply with requirements                                                       | Observed            |  |

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| 40 | 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 |  |
| 41 | Infant formula for a breastfed infant should only be used with parental consent                                                                  | Certified/Discussed |  |
| 42 | Formula provided by parent, must be labeled, ready to feed, and refrigerated                                                                     | Observed            |  |
| 43 | Small hard candies, nuts not served to children under 4 years old                                                                                | Certified/Discussed |  |
| 44 | Foods that may cause choking prepared appropriately for the child                                                                                | Certified/Discussed |  |
| 45 | Feeding schedule according to child's needs                                                                                                      | Certified/Discussed |  |
| 46 | Infants held for bottle feeding                                                                                                                  | Observed            |  |
| 47 | No bottles propped                                                                                                                               | Observed            |  |
| 48 | When able, infants allowed to sit in feeding chair                                                                                               | Observed            |  |
| 49 | Toddlers seated while eating                                                                                                                     | Observed            |  |
| 50 | Child encouraged to experiment with self-feeding, utensils provided                                                                              | Observed            |  |
| 51 | Disposable utensils used only with close supervision                                                                                             | Not applicable      |  |
| 52 | Foods eaten from a dish                                                                                                                          | Observed            |  |
| 53 | Dishes, bottles unbreakable                                                                                                                      | Observed            |  |
| 54 | Drinking water without added sweeteners or carbonation readily available throughout the day                                                      | Certified/Discussed |  |
| 55 | Child not forced or bribed to eat                                                                                                                | Certified/Discussed |  |
| 56 | Food not used as a reward                                                                                                                        | Certified/Discussed |  |

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|    | or punishment                                                                                             | d                   |  |
| 57 | Child's hands washed before and after snacks, after diapering, toileting                                  | Certified/Discussed |  |
| 58 | Staff's hands washed before food preparation and service, after assisting with toileting, after diapering | Certified/Discussed |  |
| 59 | Individual paper towels for each washing and drying                                                       | Certified/Discussed |  |

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

| S No. | Questions                                                                                                              | Answer              | Comments |
|-------|------------------------------------------------------------------------------------------------------------------------|---------------------|----------|
| 1     | Schedule posted that includes 60 minutes of active play                                                                | Observed            |          |
| 2     | Variety of indoor/outdoor activities that includes 60 minutes of active physical activity full day/30 minutes half-day | Certified/Discussed |          |
| 3     | Time outdoors daily when weather permits for 60 to 90 minutes                                                          | Certified/Discussed |          |
| 4     | No child required to watch TV or videos                                                                                | Certified/Discussed |          |
| 5     | Videos previewed by staff for appropriateness                                                                          | Certified/Discussed |          |
| 6     | Sexually explicit, violent, frightening materials prohibited                                                           | Certified/Discussed |          |
| 7     | Screen time for 2 years old and older limited to 30 minutes for half day and 1 hour for full day                       | Certified/Discussed |          |
| 8     | Staff recognize differing needs of children                                                                            | Certified/Discussed |          |
| 9     | Cots cleaned and clean bottom sheets and top                                                                           | Certified/Discussed |          |

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|----|--------------------------------------------------------------------------|---------------------|--|
|    | sheet/covers provided before used by another child                       |                     |  |
| 10 | Clean sheet/covers provided weekly, more often if needed                 | Observed            |  |
| 11 | Cots positioned to allow space for access or emergency exit              | Certified/Discussed |  |
| 12 | At least one staff present in each room                                  | Certified/Discussed |  |
| 13 | Staff able to see all children                                           | Certified/Discussed |  |
| 14 | According to each child's needs, each child's hands washed               | Certified/Discussed |  |
| 15 | Staff use Universal Precautions when diapering or handling bodily fluids | Certified/Discussed |  |
| 16 | Children in attendance served breakfast or a.m. snack, lunch, p.m. snack | Certified/Discussed |  |
| 17 | Meals and snacks comply with USDA guidelines                             | Not applicable      |  |
| 18 | Fluid milk served, no powdered milk for drinking                         | Observed            |  |
| 19 | No child deprived of meal or snack                                       | Certified/Discussed |  |
| 20 | Special dietary needs in accordance with written instructions            | Certified/Discussed |  |
| 21 | Meals and snacks provided by the center                                  | Certified/Discussed |  |
| 22 | Vending machines prohibited in areas used by children                    | Not applicable      |  |
| 23 | Small hard candies, nuts not served to children under four               | Certified/Discussed |  |
| 24 | Foods that may cause choking prepared appropriately for the child        | Certified/Discussed |  |
| 25 | Portions of food suited to                                               | Certified/Discussed |  |

|    |                                                                                                                          |                     |  |
|----|--------------------------------------------------------------------------------------------------------------------------|---------------------|--|
|    | child's needs; second portions available                                                                                 | d                   |  |
| 26 | Unbreakable or single-use cups or glasses or a drinking fountain provided for water                                      | Observed            |  |
| 27 | Drinking water without added sweeteners or carbonation readily available throughout the day                              | Certified/Discussed |  |
| 28 | Food served on individual dishes or napkins, not directly on the table                                                   | Observed            |  |
| 29 | Children seated while eating                                                                                             | Observed            |  |
| 30 | No child forced or bribed to eat                                                                                         | Certified/Discussed |  |
| 31 | Children not allowed in the kitchen                                                                                      | Observed            |  |
| 32 | Children's hands washed before meals and snack and after toileting                                                       | Certified/Discussed |  |
| 33 | Staff hands washed before food preparation and service, and after assisting with toileting or contact with bodily fluids | Certified/Discussed |  |
| 34 | Disposable gloves used for diapering                                                                                     | Certified/Discussed |  |
| 35 | Individual paper towels for each washing and drying                                                                      | Certified/Discussed |  |
| 36 | Catered meals and snacks meet requirements                                                                               | Observed            |  |
| 37 | Discipline appropriate to age and developmental level of the children                                                    | Certified/Discussed |  |
| 38 | No Corporal/physical punishment                                                                                          | Certified/Discussed |  |
| 39 | No verbal abuse                                                                                                          | Certified/Discussed |  |
| 40 | No discipline associated with food, naps, or bathroom procedures                                                         | Certified/Discussed |  |

|    |                                                                                                                                     |                     |  |
|----|-------------------------------------------------------------------------------------------------------------------------------------|---------------------|--|
| 41 | No physical restraint as punishment                                                                                                 | Certified/Discussed |  |
| 42 | No punishment administered by another child                                                                                         | Certified/Discussed |  |
| 43 | Physical activity/outdoor time cannot be taken away as punishment                                                                   | Certified/Discussed |  |
| 44 | No ill child admitted                                                                                                               | Certified/Discussed |  |
| 45 | If a child becomes ill or is injured, he/she is separated from group, but continuously supervised                                   | Certified/Discussed |  |
| 46 | Parent of ill/injured child notified immediately and required to come for child                                                     | Certified/Discussed |  |
| 47 | If parent cannot be reached or illness/injury severe, emergency medical attention shall be obtained                                 | Certified/Discussed |  |
| 48 | Parents notified of exposure to contagious disease/condition                                                                        | Certified/Discussed |  |
| 49 | Parents urged to notify center if a child is exposed to a contagious disease outside the center                                     | Certified/Discussed |  |
| 50 | Center reports contagious disease/condition to health department as required                                                        | Certified/Discussed |  |
| 51 | Children with food allergies should have a written plan with required components that is available and known by the child's teacher | Certified/Discussed |  |
| 52 | Medication/Medical Procedures Does the center's staff give medication/medical procedures?                                           | Yes                 |  |
| 53 | Medication administered only with written authorization from parent and child's health                                              | Certified/Discussed |  |

|    |                                                                                                                           |                     |  |
|----|---------------------------------------------------------------------------------------------------------------------------|---------------------|--|
|    | professional                                                                                                              |                     |  |
| 54 | No blanket authorization forms for medication                                                                             | Certified/Discussed |  |
| 55 | Medication in original container, labeled                                                                                 | Certified/Discussed |  |
| 56 | Medication not used beyond date of expiration                                                                             | Certified/Discussed |  |
| 57 | Measuring device provided                                                                                                 | Certified/Discussed |  |
| 58 | Medication administered by designated staff                                                                               | Certified/Discussed |  |
| 59 | Locked storage provided for medication                                                                                    | Observed            |  |
| 60 | Medication returned to parent or disposed of when no longer needed                                                        | Certified/Discussed |  |
| 61 | Time and date medication is given is documented in writing, kept in child's file/copies available to parents upon request | Certified/Discussed |  |
| 62 | Toilet articles labeled and stored separately                                                                             | Certified/Discussed |  |
| 63 | Used paper towels, wipes, tissues are disposed of immediately following use                                               | Certified/Discussed |  |
| 64 | Toilet paper provided for use by children and staff                                                                       | Certified/Discussed |  |
| 65 | Extra children's clothing available                                                                                       | Certified/Discussed |  |

### Emergency Preparedness and Response Plan

| S No | Questions                                                                       | Answer   | Comments |
|------|---------------------------------------------------------------------------------|----------|----------|
| 1    | Current and complete emergency plans and procedures submitted to the Department | Observed |          |
| 2    | Fire                                                                            | Observed |          |

|   |                                          |                     |  |
|---|------------------------------------------|---------------------|--|
| 3 | Tornado                                  | Observed            |  |
| 4 | Lockdown                                 | Observed            |  |
| 5 | Relocation                               | Observed            |  |
| 6 | Available to all staff and employees     | Certified/Discussed |  |
| 7 | Posted in a conspicuous place            | Observed            |  |
| 8 | Copies provided to all parents/guardians | Certified/Discussed |  |

**Transportation - Transportation provided by the center (II.E.1)**

| S No. | Questions                                                                                             | Answer              | Comments                 |
|-------|-------------------------------------------------------------------------------------------------------|---------------------|--------------------------|
| 1     | Does the center's staff provide transportation?                                                       | Yes                 | Walking field trip only. |
| 2     | Transportation checklists used as required                                                            | Certified/Discussed |                          |
| 3     | Designated staff complete and sign checklist                                                          | Certified/Discussed |                          |
| 4     | Driver signs checklist, indicating he/she has checked each seat                                       | Not applicable      |                          |
| 5     | Checklist kept on file for the current year plus two additional years                                 | Certified/Discussed |                          |
| 6     | Center responsible for picking up child at designated location and delivering child designated person | Certified/Discussed |                          |
| 7     | Staff-child ratio met for children younger than lawful school-age, driver not counted                 | Not applicable      |                          |
| 8     | Children of lawful school age and older, fewer than 15 transported with only the driver               | Not applicable      |                          |
| 9     | For 15 or more children of                                                                            | Not applicable      |                          |

|    |                                                                                                                                                                                      |                |  |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--|
|    | lawful school age, one staff in addition to driver                                                                                                                                   |                |  |
| 10 | For 30 or more children of lawful school age, two staff in addition to driver                                                                                                        | Not applicable |  |
| 11 | No child left in a vehicle without adult supervision                                                                                                                                 | Not applicable |  |
| 12 | Staff accompany each child under 2 from vehicle to care of designated person                                                                                                         | Not applicable |  |
| 13 | Staff visually supervise each child 2 and older 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 | Stationary seating for child, each child seated while vehicle is moving                                                                                                              | Not applicable |  |
| 16 | Doors locked when vehicle is moving                                                                                                                                                  | Not applicable |  |
| 17 | (3) Children not transported in front seat of vehicle with passenger side air bag                                                                                                    | Not applicable |  |
| 18 | Driver and all passengers secured when vehicle is moving                                                                                                                             | Not applicable |  |
| 19 | 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 |  |
| 20 | 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 |  |
| 21 | Each child under 6 years shall be properly secured in                                                                                                                                | Not applicable |  |

|    |                                                                                                                                             |                |  |
|----|---------------------------------------------------------------------------------------------------------------------------------------------|----------------|--|
|    | a booster seat which is properly anchored to the vehicle, installed according to manufacturer's instructions, maintained in good condition. |                |  |
| 22 | Each child 6 and older, the driver, and each adult passenger secured in an individual seat belt, properly anchored to the vehicle           | Not applicable |  |
| 23 | Vehicle safety check done annually, signed by certified mechanic, dated, and filed in center                                                | Not applicable |  |

#### Transportation - Transportation provided by parent/guardian (II.E.2)

| S No. | Questions                                                                     | Answer             | Comments |
|-------|-------------------------------------------------------------------------------|--------------------|----------|
| 1     | Each child accompanied into and out of center                                 | Observed           |          |
| 2     | Each child signed in and signed out with a written signature or bio-metric ID | Observed           |          |
| 3     | Any child who arrives by walking or bus, signed in by staff                   | Not applicable     |          |
| 4     | Photo ID required when releasing child to unfamiliar, designated person       | Certified/Disputed |          |

#### Staff (II.F)

| S No. | Questions                                                                                         | Answer             | Comments |
|-------|---------------------------------------------------------------------------------------------------|--------------------|----------|
| 1     | Service staff not counted in ratio unless they meet qualifications of staff for whom substituting | Certified/Disputed |          |
| 2     | Driver at least 19 years old                                                                      | Not applicable     |          |

|    |                                                                      |                     |  |
|----|----------------------------------------------------------------------|---------------------|--|
|    | with valid driver's license                                          |                     |  |
| 3  | Substitute staff meet qualifications of staff for whom substituting  | Observed            |  |
| 4  | Records on staff                                                     | Observed            |  |
| 5  | Records on staff kept confidential                                   | Certified/Discussed |  |
| 6  | Records on file at time of employment                                | Observed            |  |
| 7  | Records on staff maintained at least two years after person has left | Certified/Discussed |  |
| 8  | Records filed alphabetically                                         | Observed            |  |
| 9  | Inactive files maintained separately                                 | Certified/Discussed |  |
| 10 | Medical exam and TB test on file at time of employment               | Certified/Discussed |  |
| 11 | Staff with symptoms of contagious disease/condition not in center    | Certified/Discussed |  |

#### Character and Suitability (II.C)

| S No. | Questions                                                                     | Answer   | Comments |
|-------|-------------------------------------------------------------------------------|----------|----------|
| 1     | Character and suitability review conducted on required person (every 5 years) | Observed |          |

#### Administration (III.H)

| S No. | Questions           | Answer              | Comments |
|-------|---------------------|---------------------|----------|
| 1     | Change in ownership | Certified/Discussed |          |

|    |                                                                                                           |                     |  |
|----|-----------------------------------------------------------------------------------------------------------|---------------------|--|
| 2  | Change in location                                                                                        | Certified/Discussed |  |
| 3  | Alterations to center or grounds                                                                          | Certified/Discussed |  |
| 4  | Major change or extension of hours of program                                                             | Certified/Discussed |  |
| 5  | Change in address or telephone number                                                                     | Certified/Discussed |  |
| 6  | Any illness/injury of child or staff requiring professional medical treatment                             | Certified/Discussed |  |
| 7  | Any illness/injury of child or staff requiring emergency medical treatment                                | Certified/Discussed |  |
| 8  | Any death occurring in the center or during away from the center activities                               | Certified/Discussed |  |
| 9  | Major damage to facility                                                                                  | Certified/Discussed |  |
| 10 | Interruption of the center's electrical, telephone or gas service                                         | Certified/Discussed |  |
| 11 | Any litigation involving the center                                                                       | Certified/Discussed |  |
| 12 | Any traffic accident involving day care children using transportation provided by the center              | Not applicable      |  |
| 13 | Any arrest of licensee, staff, employee, volunteer                                                        | Certified/Discussed |  |
| 14 | Final disposition of any child abuse/neglect investigation involving licensee, staff, employee, volunteer | Certified/Discussed |  |
| 15 | Any incident in which the health, welfare, or safety of a child is at risk                                | Certified/Discussed |  |
| 16 | Any disastrous event                                                                                      | Certified/Discussed |  |
| 17 | Child abuse/neglect reported as required by law                                                           | Certified/Discussed |  |

|    |                                                                                                                                                |                     |  |
|----|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--|
| 18 | Licensee and all staff, employees, volunteers cooperate with DHR on any child abuse or neglect investigation                                   | Certified/Discussed |  |
| 19 | Total number of children in care, including children on the premises, children in transit, children on fieldtrips conforms to number specified | Observed            |  |
| 20 | Children's Records                                                                                                                             | Observed            |  |
| 21 | Children's records and information about children and their families kept confidential                                                         | Certified/Discussed |  |
| 22 | Individual records on each child on file on first day of attendance                                                                            | Observed            |  |
| 23 | Records filed alphabetically                                                                                                                   | Observed            |  |
| 24 | Inactive files maintained separately                                                                                                           | Not applicable      |  |
| 25 | Daily attendance records on all staff and children                                                                                             | Observed            |  |
| 26 | Transportation checklists                                                                                                                      | Certified/Discussed |  |
| 27 | Vehicle safety check                                                                                                                           | Not applicable      |  |
| 28 | Sign in/sign out sheets                                                                                                                        | Certified/Discussed |  |
| 29 | Most recent evaluation                                                                                                                         | Not applicable      |  |
| 30 | Most recent subsidy report                                                                                                                     | Observed            |  |
| 31 | Most recent fire inspection report within 5 years                                                                                              | Observed            |  |
| 32 | Most recent Health department inspection report and food permit or written permission for catering food                                        | Observed            |  |
| 33 | Menu for meals and snacks/dated                                                                                                                | Observed            |  |
| 34 | Fire department                                                                                                                                | Observed            |  |
| 35 | Law enforcement                                                                                                                                | Observed            |  |

|    |                                             |          |  |
|----|---------------------------------------------|----------|--|
| 36 | Medical assistance<br>(ambulance or rescue) | Observed |  |
| 37 | Poison control center                       | Observed |  |
| 38 | Substitute help                             | Observed |  |
| 39 | Emergency Preparedness<br>and Response Plan | Observed |  |
| 40 | Name of staff person in<br>charge           | Observed |  |

### Nighttime Centers (II.I)

| S No | Questions                                                                                                            | Answer         | Comments |
|------|----------------------------------------------------------------------------------------------------------------------|----------------|----------|
| 1    | Does the center provide care after 7:00 p.m.?                                                                        | No             |          |
| 2    | Does the center provide care after midnight?                                                                         | No             |          |
| 3    | Equipment and furnishings                                                                                            | Not applicable |          |
| 4    | In centers operating past midnight, cribs or cots fitted with a waterproof mattress shall be provided for each child | Not applicable |          |
| 5    | In centers operating past midnight, there shall be at least one bathing facility for every 15 children               | Not applicable |          |
| 6    | 0 up to 18 months<br>1 to 5                                                                                          | Not applicable |          |
| 7    | 18 months up to 2<br>1 to 14                                                                                         | Not applicable |          |
| 8    | 2 up to 4 years<br>1 to 18                                                                                           | Not applicable |          |
| 9    | 4 years and older<br>1 to 25                                                                                         | Not applicable |          |
| 10   | Required ratios for daytime maintained while children are awake                                                      | Not applicable |          |
| 11   | At least two staff, at least 18                                                                                      | Not applicable |          |

|    |                                                                                                               |                |  |
|----|---------------------------------------------------------------------------------------------------------------|----------------|--|
|    | years old meeting child care worker qualification, with CPR and first aid in center during hours of operation |                |  |
| 12 | All children supervised at all times                                                                          | Not applicable |  |
| 13 | Each staff assigned responsibility for same children nightly                                                  | Not applicable |  |
| 14 | At least one staff in each room of sleeping children                                                          | Not applicable |  |
| 15 | Staff able to see all the children at all times                                                               | Not applicable |  |
| 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 | Lighting maintained so children are visible while sleeping                                                    | Not applicable |  |
| 19 | Breakfast served to children going directly to school                                                         | Not applicable |  |

**Evening meal served to children in attendance (II.I.2.b.2)**

| S No. | Questions                                                    | Answer         | Comments |
|-------|--------------------------------------------------------------|----------------|----------|
| 1     | Clean water provided for each child                          | Not applicable |          |
| 2     | Each child bathed separately                                 | Not applicable |          |
| 3     | Each child supervised while bathing                          | Not applicable |          |
| 4     | Individual soap, towel and washcloth provided for each child | Not applicable |          |
| 5     | Staff assist each child as needed, in dressing and grooming  | Not applicable |          |

### 3. Classroom Checklist

#### Facilities - Furnishings and equipment (II.C.8) - Preschool (age 2 years to school age) - Butterflies(CI08051)

| S No. | Questions                                    | Answer         | Comments |
|-------|----------------------------------------------|----------------|----------|
| 1     | Table space and chair for each child         | Observed       |          |
| 2     | Cots, sheets, covers for each child          | Observed       |          |
| 3     | Indoor thermometer (child safe)              | Observed       |          |
| 4     | Labeled storage space at child level         | Observed       |          |
| 5     | Shelving for equipment and supplies/anchored | Observed       |          |
| 6     | Furniture child size, clean, good condition  | Observed       |          |
| 7     | Designated activity areas                    | Observed       |          |
| 8     | Electrical outlets covered                   | Observed       |          |
| 9     | Barriers around heaters, fans                | Not applicable |          |
| 10    | Hazardous substances locked                  | Observed       |          |
| 11    | Containers labeled                           | Observed       |          |
| 12    | Medication locked                            | Not applicable |          |
| 13    | Screens on windows which are opened          | Not applicable |          |
| 14    | Lighting adequate                            | Observed       |          |

#### Facilities - Furnishings and equipment (II.C.8) - Preschool (age 2 years to school age) - Honeybees(CI08053)

| S No. | Questions                                    | Answer         | Comments |
|-------|----------------------------------------------|----------------|----------|
| 1     | Table space and chair for each child         | Observed       |          |
| 2     | Cots, sheets, covers for each child          | Observed       |          |
| 3     | Indoor thermometer (child safe)              | Observed       |          |
| 4     | Labeled storage space at child level         | Observed       |          |
| 5     | Shelving for equipment and supplies/anchored | Observed       |          |
| 6     | Furniture child size, clean, good condition  | Observed       |          |
| 7     | Designated activity areas                    | Observed       |          |
| 8     | Electrical outlets covered                   | Observed       |          |
| 9     | Barriers around heaters, fans                | Not applicable |          |
| 10    | Hazardous substances locked                  | Observed       |          |
| 11    | Containers labeled                           | Observed       |          |
| 12    | Medication locked                            | Not applicable |          |
| 13    | Screens on windows which are opened          | Not applicable |          |
| 14    | Lighting adequate                            | Observed       |          |

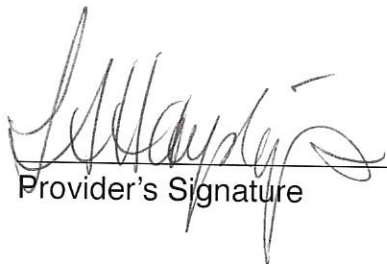
**Facilities - Furnishings and equipment (II C.8) - Preschool (age 2 years to school age) - 105(C108056)**

| S No. | Questions                            | Answer   | Comments |
|-------|--------------------------------------|----------|----------|
| 1     | Table space and chair for each child | Observed |          |
| 2     | Cots, sheets, covers for each child  | Observed |          |
| 3     | Indoor thermometer (child safe)      | Observed |          |
| 4     | Labeled storage space at             | Observed |          |

|    |                                              |                |  |
|----|----------------------------------------------|----------------|--|
|    | child level                                  |                |  |
| 5  | Shelving for equipment and supplies/anchored | Observed       |  |
| 6  | Furniture child size, clean, good condition  | Observed       |  |
| 7  | Designated activity areas                    | Observed       |  |
| 8  | Electrical outlets covered                   | Observed       |  |
| 9  | Barriers around heaters, fans                | Not applicable |  |
| 10 | Hazardous substances locked                  | Observed       |  |
| 11 | Containers labeled                           | Observed       |  |
| 12 | Medication locked                            | Not applicable |  |
| 13 | Screens on windows which are opened          | Not applicable |  |
| 14 | Lighting adequate                            | Observed       |  |

#### 4. Ad Hoc Deficiency

| S No. | Deficiency |
|-------|------------|
|-------|------------|

  
 Provider's Signature