

|    |                                                                                                                                                |                     |  |
|----|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--|
| 28 | Licensee and all staff, employees, volunteers cooperate with DHR on any child abuse or neglect investigation                                   | Certified/Discussed |  |
| 29 | Total number of children in care, including children on the premises, children in transit, children on fieldtrips conforms to number specified | Certified/Discussed |  |
| 30 | Age range of children in care conforms to ages specified                                                                                       | Certified/Discussed |  |
| 31 | Requirements for drop-in care met                                                                                                              | Certified/Discussed |  |
| 32 | Children's records and information about children and their families kept confidential                                                         | Certified/Discussed |  |
| 33 | Individual records on each child on file on first day of attendance                                                                            | Certified/Discussed |  |
| 34 | Children's records maintained 2 years after child has left the center                                                                          | Certified/Discussed |  |
| 35 | Records filed alphabetically                                                                                                                   | Certified/Discussed |  |
| 36 | Inactive files maintained separately                                                                                                           | Certified/Discussed |  |
| 37 | Daily attendance records on all staff and children                                                                                             | Certified/Discussed |  |
| 38 | Transportation checklists                                                                                                                      | Not applicable      |  |
| 39 | Vehicle safety check                                                                                                                           | Not applicable      |  |
| 40 | Sign in/sign out sheets                                                                                                                        | Observed            |  |
| 41 | Most recent license, permit, or approval                                                                                                       | Observed            |  |
| 42 | Public notice form                                                                                                                             | Observed            |  |
| 43 | Most recent licensing evaluation                                                                                                               | Observed            |  |
| 44 | Most recent deficiency                                                                                                                         | Observed            |  |



|          |                                                                                                         |                            |  |
|----------|---------------------------------------------------------------------------------------------------------|----------------------------|--|
| 52       | report                                                                                                  |                            |  |
| 45<br>54 | Corrective/adverse action notices                                                                       | Certified/Discussed        |  |
| 46<br>55 | Most recent fire inspection report within 5 years                                                       | Observed                   |  |
| 47       | Most recent Health department inspection report and food permit or written permission for catering food | Observed                   |  |
| 48       | Menu for meals and snacks/dated                                                                         | Observed                   |  |
| 49       | Fire department                                                                                         | Observed                   |  |
| 50       | Law enforcement                                                                                         | Observed                   |  |
| 51<br>2  | Medical assistance (ambulance or rescue)                                                                | Observed                   |  |
| 52       | Poison control center                                                                                   | Observed                   |  |
| 53       | Substitute help                                                                                         | Observed                   |  |
| 54       | Emergency Preparedness and Response Plan                                                                | Observed                   |  |
| 55<br>4  | Name of director/staff in charge                                                                        | Observed<br>Not applicable |  |

### Nighttime Centers (II.I)

| S No. | Questions                                                                                                            | Answer         | Comments |
|-------|----------------------------------------------------------------------------------------------------------------------|----------------|----------|
| 1     | Does the center provide care after 7:00 p.m.?                                                                        | Yes            |          |
| 2     | Does the center provide care after midnight?                                                                         | No             |          |
| 3     | In centers operating past midnight, cribs or cots fitted with a waterproof mattress shall be provided for each child | Not applicable |          |
| 4     | In centers operating past midnight, there shall be at least one bathing facility for every 15 children               | Not applicable |          |



|    |                                                                                                                                               |                     |  |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--|
| 5  | 0 up to 18 months 1 to 5                                                                                                                      | Certified/Discussed |  |
| 6  | 18 months up to 2 1 to 14                                                                                                                     | Certified/Discussed |  |
| 7  | 2 up to 4 years 1 to 18                                                                                                                       | Certified/Discussed |  |
| 8  | 4 years and older 1 to 25                                                                                                                     | Certified/Discussed |  |
| 9  | Required ratios for daytime maintained while children are awake                                                                               | Certified/Discussed |  |
| 10 | 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 | Certified/Discussed |  |
| 11 | All children supervised at all times                                                                                                          | Certified/Discussed |  |
| 12 | Each staff assigned responsibility for same children nightly                                                                                  | Certified/Discussed |  |
| 13 | At least one staff in each room of sleeping children                                                                                          | Certified/Discussed |  |
| 14 | Staff able to see all the children at all times                                                                                               | Certified/Discussed |  |
| 15 | All staff awake and alert to needs of children                                                                                                | Certified/Discussed |  |
| 16 | At least two staff in center whenever children are present/required ratios met                                                                | Certified/Discussed |  |
| 17 | Lighting maintained so children are visible while sleeping                                                                                    | Certified/Discussed |  |
| 18 | Nightly activity schedule posted                                                                                                              | Certified/Discussed |  |
| 19 | Outdoor time available during daylight hours                                                                                                  | Certified/Discussed |  |
| 20 | Staff assist each child as needed, in dressing and grooming                                                                                   | Certified/Discussed |  |
| 21 | Breakfast served to children                                                                                                                  | Not applicable      |  |



|    |                                                              |                        |  |
|----|--------------------------------------------------------------|------------------------|--|
|    | going directly to school                                     |                        |  |
| 22 | Evening meal served to children in attendance                | Certified/Disusse<br>d |  |
| 23 | Clean water provided for each child                          | Not applicable         |  |
| 24 | Each child bathed separately                                 | Not applicable         |  |
| 25 | Each child supervised while bathing                          | Not applicable         |  |
| 26 | Individual soap, towel and washcloth provided for each child | Not applicable         |  |

### 3. Classroom Checklist

|   |                                      |          |  |
|---|--------------------------------------|----------|--|
| 5 | Non-toxic playdough or modeling clay | Observed |  |
|---|--------------------------------------|----------|--|

### Furnishings and equipment (II.C.8) - Checklist for School-Age - School Age(CI08399)

| S No. | Questions                                                                         | Answer   | Comments |
|-------|-----------------------------------------------------------------------------------|----------|----------|
| 1     | *Jig-saw puzzle-1 per 5 children                                                  | Observed |          |
| 2     | *Games: choose indoor or table games suited to age of children-1 per 5 children   | Observed |          |
| 3     | *Games: choose outdoor or active games suited to age of children-1 per 5 children | Observed |          |
| 4     | *Books suited to age of children-2 per child                                      | Observed |          |
| 5     | *Non-toxic playdough or modeling clay                                             | Observed |          |
| 6     | *Non-toxic tempera paint                                                          | Observed |          |
| 7     | *Brushes                                                                          | Observed |          |
| 8     | *Non-toxic glue, paste, tape                                                      | Observed |          |
| 9     | *Scissors                                                                         | Observed |          |
| 10    | *A device that plays a                                                            | Observed |          |



|    |                                                           |                     |               |
|----|-----------------------------------------------------------|---------------------|---------------|
|    | variety of age appropriate music                          |                     |               |
| 11 | *Interlocking manipulative play sets – 1 per 5 children   | Observed            |               |
| 12 | Table space and chair for each child                      | Observed            |               |
| 13 | Cots/sheets/covers for each child who naps                | Observed            |               |
| 14 | Indoor thermometer (child safe)                           | Observed            |               |
| 15 | Written schedule posted with 60-90 minutes of active play | Observed            |               |
| 16 | Labeled storage space at child level                      | Observed            |               |
| 17 | Shelving for equipment and supplies/anchored              | Observed            |               |
| 18 | Designated activity areas                                 | Not Met             | none observed |
| 19 | Electrical outlets covered                                | Observed            |               |
| 20 | Barriers around heaters, fans                             | Certified/Discussed |               |
| 21 | Hazardous substances locked                               | Observed            |               |
| 22 | Containers labeled                                        | Observed            |               |
| 23 | Medication locked                                         | Certified/Discussed |               |
| 24 | Screens on windows which are opened                       | Not applicable      |               |
| 25 | Lighting adequate                                         | Observed            |               |

#### 4. Ad Hoc Deficiency

| 19    | Electrical outlets covered                  | Observed |  |
|-------|---------------------------------------------|----------|--|
| S No. | Deficiency                                  |          |  |
| 1     | 8 cots need to be repaired/replaced         |          |  |
| 2     | one staff needs suitability letter in file. |          |  |



Shanika Williams  
Provider's Signature

|                               |    |
|-------------------------------|----|
| During development            | 20 |
| Significant change in child's |    |
| needed in dressing and        |    |
| grooming                      |    |
| Breakfast served to           |    |
| for applicable                |    |