



2008-09 School Readiness – Health and Safety Monitoring

Registered FCCH/Informal

Name of Facility:		Phone:
Address:		Number Staff Present:
Director:		Number Children Present:
Monitor:	Date	Time:

Class Violation Level	Health and Safety Standards	Yes	No	N/A
	1. Operator 65C-20.009(2)(a)			
3	a. Operator does not work out of home during scheduled operation hours			
2	b. Operator is resident at the address on registration			
	2. Substitute 65C-20.009(2)(b)			
3	a. Operator has written plan for at least 1 substitute 18yrs old or older			
3	b. Substitute plan includes required information			
	3. Background Screening-402.313(2)402.305,402.3055,402.302(13)&65C-20.008(3)FS			
2	a. <i>The Local Criminal Background Check</i> was on file for operator, and other household members age 18 and older			
2	b. A FDLE record check for FCC family members and substitutes was on file.			
2	c. A FDLE/FBI clearance letter was on file for FCC family members and substitutes.			
2	d. Required background screening for all was completed every 5 years after the initial screening for all.			
2	e. An annual Attestation of Good Moral Character was on file for all.			
2	f. A 2 year employment history verification was documented and on file.			
1	g. All individuals supervising children were screened.			
	4. Staff Training 65C-20.009(3)&(4)			
3	a. Operator has certificate for 30 hour mandated Family <i>Child Care Home</i> class.			
3	b. Substitutes working less than 40 hours a month have a certificate for the mandated 3 hour <i>Fundamentals of Child Care Course</i>			
3	c. Substitutes working less than 40 hours a month have a certificate for the mandated 6 hour <i>Family Child Care Homes Rules and Regulations</i>			
3	d. Substitutes working 40 or more hours a month have a certificate for the mandated 30 clock-hour <i>Family Child Care Training Course</i>			
2	e. The operator has a valid certificate of infant/child first aid training.			
2	f. The operator has a valid certificate of infant/child CPR training.			

3	g.	Documentation of 10 hours of annual in-service training has been completed for the operator's 12 month licensing period.			
3	h.	The operator has a certificate showing that 5 hours of early literacy and language development of children birth-five course were completed prior to caring for children.			
3	i.	A substitute working 40 or more hours a week has a certificate showing completion of an approved course of 5 hours of early literacy and language development.			
5. Indoors and Outdoors Supervision 65C-20.009(2)(c)&5					
2	a.	All children were adequately supervised.			
1	b.	All children were adequately supervised and no child left the family child care home without the knowledge and awareness of the operator.			
3	c.	The operator's plan for isolation and supervision of an ill child provides for the child to be within sight and hearing.			
2	d.	Children observed in isolation due to an illness were in sight and hearing of the operator at all times			
2	e.	Children are adequately supervised while being diapered or having clothes changed.			
1	f.	No child was unknowingly left behind on a field trip.			
2	g.	No child was observed napping or sleeping in a bedroom with the bedroom door closed.			
6. Animal Immunizations 65C-20.10(1)(a)					
3	a.	Current documentation was provided for pets observed. Immunizations are available for this type of animal.			
3	b.	Documentation was provided that parents or guardian are given written notification of animals on the premises.			
7. Toxic Substances, Hazardous Materials and Hazardous Items 65C-20.010(1)(b)					
3	a.	Safe storage of materials dangerous to children such as cleaning supplies, flammable products, poisonous, toxic, and other hazardous materials was not observed.			
2	b.	All potentially harmful substances were labeled.			
2	c.	Knives and or sharp tools were safely stored and not accessible to children.			
8. Smoking on Premise 65C-20.010(1)(c)					
2	a.	Smoking was not observed in the home/outdoor play area/vehicle while children were in care.			
3	b.	The operator informs the parents or guardians of children in care that someone in the home smokes.			
9. Firearms and Weapons 65C-20.010(1)(d)					
1	a.	Firearms and or weapons were stored in a locked container, locked area, or with a secure trigger lock or in a location inaccessible to children.			
10. Play Areas Clean and Free of Litter 65C-20.010(1)(e)					
3	a.	Play areas were clean.			
3	b.	There were no nails, glass or other hazards observed where children play.			
3	c.	There was no health hazards observed in the play area that poses a threat to the health, safety or well-being of the children.			
11. Outdoor Time and Play Area Requirements 65C-20.010(1)(f)-(h)					
3	a.	Infants were provided opportunities for outdoor time, weather permitting.			
2	b.	Children were safe from access to a road or street that was open to travel by the public.			
2	c.	Fencing, a minimum of 4 feet in height was provided when required.			
2	d.	The outdoor play area that required fencing was safe and adequate.			
3	e.	The base of the fence in the outdoor play area was at ground level and prevented access by children or animals, and would not allow children to exit the play area.			
3	f.	There was no dirt build up at the base of the fence, which would cause the fence to be less than 4 feet in height, allowing children the possibility of exiting the play area.			
3	g.	Equipment available to the children in the play area was appropriate for the age and developmental level of the children in care.			

3	h.	The play equipment was safe for the children, securely anchored in the ground or stationary by design.			
2	i.	There were no sharp, broken and/or jagged edges observed on the play equipment that could pose a threat to the health, safety or well being of the children in the play area.			
3	j.	There was evidence that routine checks were conducted at least every other month of all supports above and below the ground, all connectors, and moving parts.			
2	k.	A resilient surface was provided beneath and within the fall zone.			
3	l.	All ground cover and other protective surfaces are maintained.			
3	m.	There was adequate distance and clearance from other equipment and children in the area.			
3	n.	Equipment used in the outdoor play area allows for water drainage.			
12. Swimming Pools 65C-20.010(1)(i)(j)					
1	a.	A person who had completed a basic water safety course was present when children had access to the swimming area that exceeded 3 feet in depth.			
1	b.	When children were engaged in a swimming activity away from the FCC, a person with a certified lifeguard certification or equivalent was present.			
3	c.	The family child care home's swimming pool was maintained with chlorine or other suitable chemicals.			
2	d.	The pool alarm was operable.			
2	e.	The fence or barrier was locked with no gaps or openings that could pose a threat to the well being, health, or safety of a child.			
2	f.	The fence or barrier meets the minimum requirement of four (4) feet in height.			
1	g.	Children in care had no access to a water hazard or swimming pool			
13. Appropriate, Safe and Sanitary Bedding 65C-20.010(1)(k)-(o)					
3	a.	The FCC had designated areas where each child could sit quietly or lie down to rest or nap.			
2	b.	The bedding available was safe, and posed no threat to the health, safety or well being of a child in care.			
3	c.	The bedding available for children in care was adequate.			
3	d.	The bedding available for children was sanitary.			
3	e.	Floor mats available for children in care were covered with an impermeable surface.			
3	f.	Floor mats available for children were at least 1 inch thick.			
3	g.	Air mattresses or foam mattresses were not used for children while napping.			
3	h.	A cot, bed, crib, mattress, playpen or floor mat was available for all children who napped.			
3	i.	No playpens, floor mats, air mattresses and/ or foam mattresses were used for children sleeping in the normal night time cycle.			
3	j.	There was no use of kitchen, bathroom, utility room, or garage area as napping space.			
2	k.	Crib in use had bar spacing that did not exceed 2 3/8 inches.			
3	l.	Individual linens were provided for each child who was using beds that were used by the family.			
3	m.	The custodial parent provided documentation that an alternative position is authorized by the physician and/or a napping or sleeping infant that is .All infants not positioned on their back were capable of rolling over.			
2	n.	All napping or sleeping infants who are incapable of rolling over on their own were positioned on their back on a firm surface.			
3	o.	A minimum distance of 18 inches was maintained between each napping space.			
3	p.	Children in overnight care completed bedtime routines such as brushing teeth, washing hands and face.			
3	q.	Children in care do not share personal items such as toothbrushes, towels and wash cloths.			
14. Drinking Water and Single Service Disposables 65C-20.010(1)(p)(q)					
2	a.	Potable drinking water was available to children at all times.			
3	b.	Single service paper or plastic plates, utensils, and/or cups were never reused.			
3	c.	All plates, utensils, cups, bottles or sippy cups provided by the home that are not disposable were properly washed, rinsed and sanitized between			

	uses.			
3	d. Bottles and /or sippy cups brought from home were labeled with the child's first and last name.			
3	e. Bottles and sippy cups brought from home are returned to the custodial parent or guardian daily.			
	15. Vermin/Pest Control 65C-20.010(1)(r)			
3	a. There was no evidence of rodents or vermin in the home.			
2	b. Pest control did not take place in rooms occupied by the children.			
	16. Furnishings, Equipment and Plumbing are sanitary and are Free from Hazards and in Good Repair 65C-20.010(1)(s)			
3	a. All parts of the home, indoors and outdoors, including furnishings and equipment were kept clean and sanitary.			
3	b. All parts of the home, indoors and outdoors, including furnishings and equipment were kept free from hazards.			
3	c. All parts of the home and premises including equipment, furnishings and equipment were kept in an orderly condition			
3	d. Equipment and plumbing were maintained in good repair at all times.			
2	e. Furnishings, equipment or plumbing were maintained in good repair and do not pose a threat to the health, safety or well being of the children in care			
	17. Smoke Detector, Fire Extinguisher, Corded Telephone, Lighting, Temperature and Ventilation. 65C-20.010(1)(s)			
2	a. The smoke detector was operable.			
2	b. The FCC had an operable corded telephone therefore the only phone was not cellular or portable.			
3	c. Lighting in the home was sufficient.			
3	d. Ventilation was adequate.			
3	e. Temperature was maintained in the home between 65 and 82 degrees Fahrenheit.			
2	f. The fire extinguisher was operable and/or had a current certificate			
	18. Nutritious Meals and Snacks Provided 65C-20.010(1)(t)			
3	a. Meals and snacks supplied by the operator were of a quality and quantity to meet the daily nutritional needs of children			
3	b. The FCC was notified of a food allergy by the custodial parent or guardian and the written documentation was in the child's file.			
3	c. Appropriate documentation for a special diet ordered by the child's physician was in the child's file.			
2	d. No child received a food he was allergic to after notification of the food allergy.			
	19. Hand washing 65C-20.010(2)(a)			
2	a. The operator/substitute washed their hands with soap and running water after assisting a child with toileting or diapering , or following personal hygiene procedures			
3	b. Children washed their hands with soap and running water following personal hygiene procedures.			
3	c. Hands were washed immediately following outdoor play.			
	20. Soiled Items 65C-20.010(2)(b)			
3	a. Soiled items were immediately placed in a plastic lined and securely covered container.			
2	b. Children had no access to soiled items.			
3	c. The container used for storage of soiled items was emptied, cleaned and disinfected daily.			
	21. Potty Chairs Cleaned and Sanitized 65C-20.010(2)(c)			
3	a. Potty chairs were cleaned and sanitized after each use.			
	22. Individually Labeled Towels and Wash Cloths 65C-20.010(2)(d)			
3	a. Individual towels and wash cloths were labeled for the child using the item.			
3	b. Disposable towels were discarded properly.			
	23. Diapering Area Clean and Sanitized 65C-20.010(2)(e)			
3	a. The surface of the diaper changing area was impermeable.			

3	b. The diaper changing surface was cleaned with a sanitizing solution after each use.			
3	c. The diaper changing area is away from the food preparation, service or feeding area.			
3	d. All items that were stored in the diaper changing area or on the diaper changing table were related to diapering.			
24. First Aid Kit 65C-20.010(3)(a)				
3	a. The first aid kit was complete and accessible to the operator or substitute.			
3	b. The first aid kit was not accessible to children.			
3	c. The First Aid Kit was clearly labeled" First Aid".			
2	d. There was a first aid kit in the home.			
2	e. A complete first aid kit was available in the home and on a field trip when some of the children were in the home and others went on the field trip.			
25. Emergency Telephone Information 65C-20.010(3)(b)1				
3	a. All required emergency numbers were posted.			
3	b. The FCC posted emergency information included the home's address and directions to the home.			
26. Documented Accidents, Incidents and Health Related Symptoms 65C-20.010(3)(b)2 and 3				
2	a. The operator immediately notified the custodial parents or legal guardian of a serious illness, accident, injury or emergency to their child.			
3	b. The operator contacted persons designated by the custodial parent or legal guardian to be contacted in the event that the custodial parent or legal guardian could not be reached.			
3	c. Instructions provided by the parent or guardian regarding action to be taken in the event of an illness, accident, injury or emergency were followed			
3	d. The operator documented an observed health related sign or symptom that occurred in the FCC.			
3	e. Documentation of an accident or incident completed by the operator was shared with the custodial parent/legal guardian on the day of the occurrence.			
3	f. Accident and incident reports were complete.			
3	g. All incidents and accidents were documented.			
3.	h. Records of accidents or incidents are maintained for 1 year.			
27. Fire Drills 65C-20.010(3)(b)4				
2	a. Monthly fire drills are conducted.			
3	b. A written record of monthly fire drills was complete and maintained for the past 6 months.			
28. Communicable Disease Control 65C-20.010(4)				
3	a. The operator has a plan for isolating a child who becomes ill while in care.			
3	b. Children with suspected communicable disease are isolated.			
3	c. Linens and disposables are changed after use by an ill child.			
2	d. An ill child's signs and symptoms of illness are reported to the child's custodial parents or legal guardian.			
3	e. Children who still had signs or symptoms of illness did not return to the home without medical authorization.			
2	f. Children with head lice are permitted to return to the home only after treatment has occurred.			
29. Prescription and Non-Prescription Medication 65C-20.010(5)(a)(c)(g)(h)				
3	a. Medication brought to the home by the custodial parent or legal guardian is in its original container.			
1	b. Written instructions for dispensing a medication are followed.			
2	c. Non-prescription medications are dispensed only when there is written authorization from the custodial parent or legal guardian.			
2	d. Medication is inaccessible to children.			
2	e. Medication has child resistant caps.			
3	f. All prescription medication has required information on the label.			

3	g. Medication that had expired or no longer being administrated is returned to the custodial parent or legal guardian.			
1	h. No child was given the wrong medication or wrong dosage of medication			
30. Documentation of Dispensed Medication 65C-20.010(5)(b)(d)-(f)				
3	a. The operator's written record for medication included the child's name, the name of the medication, the date to be dispensed, the time to be dispensed the amount and dosage to be given, the signature of the custodial parent or legal guardian, the signature or initials of the adult who gave the medication.			
2	b. Non-prescription medication is dispensed only when there is written authorization from the custodial parent or legal guardian.			
3	c. A child's file is documented when a non-prescription medication is dispensed.			
3	d. Written documentation of allergies to medication is in the child's file.			
3	e. Medication records are maintained for 4 months.			
31. Immunization Records 65C-20.011 (1)(a)				
3	a. DH form 680, <i>Certificate of Immunization</i> , or DH form 681 <i>Religious Exemption from Immunization</i> , are on file for all children.			
3	b. An up-to-date, age appropriate immunization record is in each child's file, documenting required vaccinations, signature of a physician, date, medical address, and expiration date.			
32. Student Health Records 65C-20.011(1)(b)(c)				
3	a. DH FORM3040, <i>A Student Health Examination, or equivalent, is available for all children</i>			
3	b. The Student Health Examination is current for all children			
3	c. The <i>Student Health Examination</i> for all children was completed by a person with statutory authority to perform health examinations.			
33. Enrollment Information 65C-20.011(2)				
3	a. Complete, current enrollment information was on file for all children.			
3	b. All required information was complete on the enrollment form contained the same information as on form CF-FSP Form 5219.			
3	c. Signed statement from the custodial parent/ legal guardian acknowledging receipt of the brochure <i>Selecting a Family day Care Home Provider</i> .			
34. Access to the Premises 65C-20.012(4)				
2	a. The operator was cooperative in allowing access to all parts of the home and premises by <i>ELC's Health and Safety Monitor</i> to inspect for compliance with minimum standards.			
35. Registered Capacity 402.302(7)				
2	a. The operator was within capacity.			
1	b. The operator was over capacity by more than 2 children.			
36. Child Discipline 65C-20.01(6)				
3	a. Discipline methods, included in the home's discipline policy are both age appropriate, and constructive for the children in care and available to parents.			
3	b. A copy of the discipline policy was available for review by ELC.			
3	c. The custodial parent/ legal guardian was provided with a copy of the discipline policy.			
2	d. Discipline practiced in the home complies with the written disciplinary policy.			
1	e. Discipline is not severe, humiliating and or frightening.			
2	f. The home does not use spanking or other form of physical punishment as discipline.			
1	g. Discipline associated with food, rest, or toileting is not used in the FCC.			
37. Transportation and Supervision 65C20.010(8)				
2	a. The driver of the vehicle transporting children has a valid driver's license.			
3	b. The home's driver has documentation of a valid Florida driver's license.			

3	c.	The operator has documentation of current insurance coverage for vehicle used to transport children in care.			
2	d.	The operator has the required insurance coverage on all vehicles used to transport children in care.			
1	e.	The operator did not exceed the maximum number of individuals transported in a vehicle, and the number did not exceed the manufacturer's designated seating capacity of the number of factory installed seat belts.			
1	f.	The operator transported children in a vehicle that had individual factory installed seat belts or federally approved child safety restraints.			
1	g.	The use of seat belts was age appropriate for the children being transported who required the use of a safety restraint.			
2	h.	Supervision of the children being transported was adequate.			
1	i.	No child was left unattended in the vehicle without staff awareness upon returning from a field trip.			
1	j.	Supervision of children being transported was adequate and no deaths or serious harm to the health, safety, well being of a child occurred.			
2	k.	A log was maintained for all children transported.			
2	l.	The log for children transported contained the following information:			
2	m.	Upon arrival at the destination, it was observed that the driver of the vehicle marked each child off the log as children departed the vehicle.			
2	n.	The driver dropped the children off at the proper location.			
1	o.	The driver of the vehicle dropped the child off at the appropriate location resulting in no serious harm to the health, safety or well being of a child.			
2	p.	Upon arrival at the destination the driver and the second adult conducted a physical inspection and visual sweep of the vehicle to be sure no child was left in the vehicle..			
3	q.	A transportation permission and release form for planned and/or unplanned activities was on file for the children.			
2	r.	No smoking was observed in a vehicle used to transport children.			
3	s.	There was no evidence that smoking occurred in a vehicle used to transport children.			
3	t.	A transportation permission and release form, signed by the custodial parent or legal guardian, for planned or unplanned activities were on file for all the children.			
3	u.	Completed children's emergency medical forms and emergency contact numbers were taken on a field trip.			
2	v.	The individuals responsible for children on a field trip had a telephone or other means of instant communication available.			
38. Child Abuse or Neglect 65C-20.010(7)					
1	a.	The operator or substitute, while caring for children committed no act or omission that meets the definition of child abuse or neglect provided in Chapter 39, Florida Statutes.			
1	b.	As a mandated reporter, the operator or substitute did not fail to report suspected child abuse or neglect as required in section 39.201, Florida Statutes.			

*Indicates response obtain by discussion

