

## Family Child Care Homes

## Standard Findings

Classification  
Summary/Level

Drop Down

### **PERSONNEL:**

#### **1. Provider Screening II. A.**

1.1 / 2

No Current Affidavit

There was no current Affidavit of Good Moral Character for ( ) submitted to the Child Care Licensing Program.

1.2 / 2

5 Year Rescreening/Fee Not Submitted

Background screening was not completed every five years after the initial screening for the person (s) listed on the attached Supplemental.

1.3 / 2

Annual Rescreening

The annual Central Abuse Hotline Record Search form for the provider was not submitted to the Child Care Licensing Program.

1.4/2

Employment History

A two year employment history verification for the operator was not documented and on file.

#### **2. Household Member(s) Screening I.A.**

2.1 / 2

No LPBC – Household Member 18 years or Older

The Local Police Background Check was not on file for a household member 18 years or older as noted on the Household Members Log.

2.2 / 2

No Clearance or FP Card/Fee on File

There was no FDLE/FBI clearance letter was not on file for the person(s) ( ).

2.3 / 1

Disqualified Person in Home

A person disqualified from being in the home ( ) was present.

2.4 / 2

Evidence of Unscreened Living in Home

There was evidence of an unscreened person living in the home, in that ( ).

2.5 / 2

No Current Affidavit

An annual Attestation of Good Moral Character stating that the individual ( ) had not been convicted of specific crimes was not on file.

2.6 / 2

Annual Rescreening Not Submitted

The annual Central Abuse Hotline Record Search form was not submitted to the Child Care Licensing Program office.

- 2.7 / 2 No Screening-New 12-18 Year Household Member(s)  
The Central Abuse Hotline Record Search form was not submitted for a new household member between the ages of 12 and 18.
- 2.8 / 2 No Screening- 12 Year Old Household Member  
The Central Abuse Hotline Record Search form was not submitted for a household member who turned 12 years of age within the last 2 months.
- 2.9 / 1 Disqualified Person Working in Home  
A person disqualified ( ) from employment was working in the family child care home.
- 2.10 / 2 No Current FDLE  
A FDLE stating that the individual ( ) had been cleared to be in a family child care home was not on file.
- 2.11/1s Unscreened Individual Left Alone  
An unscreened individual was left alone to supervise children in care.

### **3. Substitute Screening: I.A.**

- 3.1 / 2 Substitute Not Screened  
The Local Police Background Check was not on file for the substitute.
- 3.2 / 2 Annual Rescreening Not Submitted  
The annual Central Abuse Hotline Record Search form was not submitted to the Child Care Licensing Program office for the substitute.
- 3.3 / 1s Disqualified Person in Home  
A person disqualified from being in the home ( ) was present. This person may not remain in the home.
- 3.4 / 2 No Current Affidavit  
There was no current Affidavit of Good Moral Character for the substitute submitted to the Child Care Licensing Program.
- 3.5/2 Employment History  
A two year employment history verification for the substitute was not documented and on file.
- 3.6/2 No Current FDLE  
A FDLE stating that the substitute ( ) had been cleared to work in a family child care home was not on file.

#### **4. Smoking: I.A.**

- 4.1 / 2 Smoking Observed-Children Present  
Smoking was observed in the home/outdoor play area/vehicle while children were in care.
- 4.2 / 3 Evidence of Smoking- Children Present  
There was evidence that smoking occurred in the home/outdoor play area/vehicle while children were in care in that ( ).
- 4.3 / 3 Parents Not Informed-Smoking Occurs  
The custodial parents or guardians of children in care were not informed in writing, by the operator that someone living in the home smoked.

#### **5. Child Care Water Safety: I.B.**

- 5.1 / 2 Water Safety Course Not Completed  
The provider has a swimming pool on the premises but the provider or the substitute, ( ), has not complete a Child Care Water Safety Course or its equivalent.

#### **6. CPR Certificate (Expiration Date): I.B.**

- 6.1 / 2 Operator's CPR Training Expired  
The operator's certification for infant and child CPR was no longer current.
- 6.2 / 2 Substitute's CPR Training Expired  
The substitute's certification for infant and child CPR was no longer current.
- 6.3 / 1 Fraudulent Certificate  
A certificate of course completion for infant and child CPR training was fraudulent.
- 6.4 / 2 On-Line CPR Training  
The provider's/substitute's CPR training was not completed by classroom instruction.

#### **7. First Aid Certificate (Expiration Date): I.B.**

- 7.1 / 2 Operator's First Aid Training Expired  
The operator's first aid was no longer current.
- 7.2 / 2 Substitute's First Aid Training Expired  
The substitute's first aid was no longer current.
- 7.3 / 1 Fraudulent Certificate  
A certificate of course completion for first aid training was fraudulent.

## **8. Training Dates/Hours: I.B.**

- 8.1 / 3      Operator-Early Learning Literacy Not Taken  
The operator did not have documentation to show completion of an approved five hour early literacy and language development of children ages birth through five course, prior to caring for children.
- 8.2 / 3      Substitute-Early Learning Literacy Not Taken  
A substitute, who worked 40 hours or more a month, on average, did not have documentation to show completion of an approved five hour early literacy and language development of children ages birth through five course.
- 8.3 / 3      In-Service Record Not Maintained Two Years  
Documentation of in-service training was not recorded on CFFSP 5268A, In Service Training Record.
- 8.4 / 3      Operator- 10 Hours Annual Training Not Taken  
The 10 hours of annual in-service training had not been completed by the operator for the operator's 12 month licensing period. These training hours were for the fiscal year that ended ( ) when 10 hours of training was the requirement.
- 8.5 / 3      Substitute Over 40 Hrs-No Training Certificate  
A substitute, who worked 40 hours or more a month, on average, did not complete the 30 clock hour Family Child Care Training course.
- 8.6 / 3      Substitute Under 40 Hrs.-No Training Certificate  
A substitute, who work less than 40 hours or more a month, on average, did not complete the 6 clock hour Family Child Care Training course.
- ## **9. Capacity: I.C.**
- 9.1 / 2      # in Care Exceeds License Capacity  
The operator may provide care for ( ) children, ages ( ). The number of children observed in this age group was ( ).
- 9.2 / 2      # Less Than 2 Yrs Old Exceeded  
The family child care home is licensed to serve a total of ( ) children under two years of age and ( ) children of this age group were observed in care/or are part of the household whether present or not.
- 9.3 / 1s      Over Capacity by more than 2 Children  
The operator was over the licensed capacity by more than two (2) children.

## 10. Supervision

- 10.1 /1 Over Capacity-Needs Unmet/Unsupervised  
The number of children in care was too many to provide proper supervision as evidenced by ( ).
- 10.2/2 Caregiver-Close Proximity- No Supervision  
Although the caregiver was observed in close proximity of the children, children were not being adequately supervised as evidenced by ( ).
- 10.3/1 Children In/Outside- No Caregiver Present  
Children were observed inside/outside without supervision the caregiver was not present in the area.
- 10.4/ 1 Children Extremely Out of Control  
Children in the home were observed extremely out of control as evidenced by ( ).
- 10.5 / 2 No Person 21 Years Old on Premises  
The substitute left in charge of the children in care was younger than 21 years of age.
- 10.6 / 1 Underage Sub-Child's Needs Grossly Unmet  
An underage substitute was observed to be grossly unable to meet the children's needs as evidenced by ( ).
- 10.7 / 1s Off Site- No Lifeguard /Equivalent Present  
Children were taken to an off site pool/beach/lake for swimming activities and no one with lifeguard certification or equivalent was present.
- 10.8/1 Release of Children to Unauthorized Person  
The provider released a child to a person that was not authorized by the custodial parent or legal guardian.
- 10.9/1s Child Left Home Unknown  
A child was not adequately supervised and left the family child care home premises without the knowledge or awareness of the operator.
- 10.10/2 Substitute Average More Than 40 Hours  
The substitute worked in the provider's home for more than 40 hours per month on average during a 12 month period.
- 10.11/3 Substitute-No Statement Attesting to Hours Worked  
The provider did not have on file a statement attesting to the number of hours the substitute works in the family day care home.

## 11. Emergency Person Plan: I.C.

- 11.1/3 No Written Plan for Emergency Person  
The provider had no written plan to provide at least one emergency person, minimally 21 years of age, to be available on an emergency basis.
- 11.2/3 Emergency Person Not at Least 21 Years  
The provider's planned emergency person was not at least 21 years old.
- 11.3/3 Incomplete Information on Emergency Person  
The provider's emergency person plan did not include the name, address, and telephone number of the designated emergency person.

## **FACILITY RECORD:**

### **12. Identification/Enrollment: II.A.**

- 12.1/2 No Enrollment Information  
The operator failed to obtain any enrollment information for the child(ren) as noted on the Children's Record Log.
- 12.2/3 Incomplete Enrollment Record  
The operator failed to have a complete enrollment record for each child in care that included all indentifying information for the child, parents, authorized emergency contacts and medical care source.
- 12.3/3 Current Enrollment Record  
The operator failed to have a current enrollment record for each child in care. See the Children's Records Log for the name of any child who needs current information provided.
- 12.4/3 More Than One Name on Form  
The enrollment record contained the names of more than one child as noted on the Children's Record Log.
- 12.5/3 Parents Signature on Know Your Child's  
There was no documentation of a signed statement from the custodial parents/guardians of the child(ren) enrolled that they had been provided the brochure Selecting a Family Child Care Home Provider.

### **13. Emergency Medical Release: II.A.**

- 13.1/2 No Emergency Medical Release Form  
There was no notarized Emergency Medical Release form for the child(ren) listed on the Children's Record Log.
- 13.2/3 No Current Emergency Medical Release Form  
The notarized Emergency Medical Release form for the child(ren) listed on the Children's Record Log was over one year old.

- 13.3/3 More Than One Name on Form  
The notarized Emergency Medical Release form contained the names of more than one child as noted on the Children's Record Log.
- 13.4/2 No Original Emergency Medical Release Form  
The notarized Emergency Medical Release form for the child(ren) listed on the Children's Records Log was not an original.
- 13.5/2 Notary Misdated-Commission Expired  
The Emergency Medical Release form for the child(ren) listed on the Children's Record Log was not properly notarized; the notary's commission had expired before the form was signed.

#### **14. Physical Examination: II. A.**

- 14.1/3 Missing Student Health Examination  
The provider did not have DH Form 3040, Student Health Examination, for each child enrolled for 30 days/preschool household members as noted on the Children's Record Log.
- 14.2/3 Student Health Examination Not Current  
The provider did not have a current (valid for 2 years from the date of examination) DH Form 3040, Student Health Examination, for each child in care/preschool household members as noted on the Children's Records Log.
- 14.3/3 No Signature of Medical Personnel  
The DH Form 3040, Student Health Examination, had not been signed by a person given statutory authority to perform health examinations for the child(ren) as noted on the Children's Record Log.
- 14.4/3 Incomplete Health Examination Form  
The health statement for the child(ren) as noted on the Children's Record Log, did not contain all of the elements in the Student Health Examination/DH Form 3040 as evidenced by ( ).

#### **15. Immunization Certificate: II.A.**

- 15.1/3 No Certificate of Immunization  
The provider did not have DH Form 680, Florida Certification of Immunization, for the child(ren) enrolled more than 30 days as noted on the Children's Records Log.
- 15.2/3 No Religious Exemption on File  
The provider did not have DH Form 681, Religious Exemption Immunization, on file for the child(ren) as noted on the Children's Record Log, for whom immunization is contrary to religious beliefs.

15.3/3 Incorrect Form  
Verification of current immunization was not on DH Form 680 for child(ren) as noted on the Children's Records Log.

15.4/3 Incomplete Form  
The applicable part of DH Form 680, Florida Certification of Immunization, was not complete in that ( ) was missing from the form.

15.5/3 Past Date  
The DH Form 680, Florida Certification of Immunization, was no longer current for the child(ren) as noted on the Children's Record Log.

## **16. Medication records: II.A.**

16.1/2 Original Container Not Provided  
Prescription/non-prescription medication, ( ), brought to the family child care home was not in the original container.

16.2/2 Prescribed Medication Not Properly Labeled  
Prescription medication, ( ), was not adequately labeled, in that labeling did not include information in number ( ) as follows: 1) the name of the medication, 2) child's name, 3) medication, 4) medication directions.

16.3/1s Not Dispensed Per Directions  
A prescription/non-prescription medication, ( ), was not dispensed according to written directions on the prescription label or printed manufacturer's label as evidenced by ( ).

16.4/2 No Written Parental Permission  
A non-prescription medication ( ), was dispensed without written authorization from the custodial parent or legal guardian.

16.5/3 Known Allergy to Medication  
The parent or legal guardian notified the provider of known allergy to medication. No written documentation was maintained in child's file.

16.6/3 No Child Resistant Cap  
Medication did not have a child resistant cap.

16.7/3 No System Recording Medicine Dispensed  
The provider did not have a system to record medication dispensed.

16.8/3 Information Logged Incomplete  
The operator's written record for medication was incomplete as it did not include ( ).

16.9/3 Log Not Maintained for 6 Months

The provider did not maintain a written record of medication dispensed within the previous six months.

16.10/2

Information of Dispensed Medication not Shared

A non-prescription medication, specifically ( ), was dispensed without and the custodial parent or legal guardian was not notified on the day it occurred.

16.11/3

Child's File Not Documented

A non-prescription medication, specifically ( ), was dispensed and the child's file was not documented.

16.12/1s

Wrong Medication Administered

A child was given the wrong medication in that ( ).

16.13/3

Expired Medication Not Returned to Parent

Medication that had expired or was no longer being administered remained in the family child care home.

**17. Daily Attendance: II.A.**

17.1/2

No Attendance Record Available

The provider did not have available a daily attendance record for each child in care.

17.2/2

No Attendance Kept Since (Date)

Attendance was not recorded for the date(s) as follows ( ).

17.3/2

Record Missing Some Who Were Present

The daily attendance record for the day of inspection did not include all children who were present.

17.4/2

Record Missing Enrolled But Not Present

The daily attendance record for the day of inspection did not include all children enrolled.

**18. License/Fine Posted: II.A.**

18.1/3

Not Prominently Displayed

The family child care home license was not prominently displayed.

18.2/3

License Not Available

The provider did not have the family child care home license available.

18.3/2

Fine Not Posted

An administrative fine was issued and the provider did not post the fine for a period of one (1) year after issuance date.

**19. Inspection Report: II.A.**

19.1/3

Inspection Report Not Available

The most recent inspection report was not available for review.

## **20. Activities Schedule: II.C.**

- 20.1/3 No Written Activities Schedule  
The provider did not have a written schedule of daily activities.
- 20.2/3 Observed Activities Inappropriate  
The activities observed for the children were developmentally inappropriate, in that ( ).

## **SAFETY/HEALTH:**

### **21. First Aid Supplies**

- 21.1/3 Some Supplies Not Available  
The provider's first aid kit did not contain supplies noted as follows ( ).
- 21.2/3 Accessible to Children  
The first aid kit was accessible to children.
- 21.4/3 Clearly Labeled  
The first aid kit was not clearly labeled.
- 21.5/2 First Aid Kit not Accessible to Provider  
The home's first aid kit was not accessible to the operator or substitute.
- 21.6/2 First Aid Kit Missing  
There was no first aid kit in the home.
- 21.7/2 First Aid Kit for Field Trip  
The home did not have a complete first aid kit on a field trip when some children remained in the home and others went on a field trip.

### **22. Emergency Plan: III.A.**

- 22.1/3 Fire Emergency Plan Not Available  
The provider did not have available the emergency plan of evacuation in case of fire.
- 22.2/3 Fire Emergency Plan Missing Information  
The provider's emergency plan of evacuation in case of fire did not include ( ).
- 22.3/3 Fire Emergency Plan Not Posted  
The provider's fire emergency plan of evacuation was not posted in a conspicuous location.
- 22.4/3 Emergency #'s Missing or Not Available

The provider did not have available all emergency telephone numbers as required. The following was missing ( ).

22.5/3

Emergency Address and Directions Not Posted

The family child care home's posted emergency information did not include the home's address and directions to the home.

22.6/3

No Emergency Info Posted Near Telephones

No emergency information was posted on or near telephones in the home.

**23. Accident/Incident Report: III.A.**

23.1/2

Information is Incomplete

The provider's documentation of accidents/incidents did not include the following information ( ).

23.2/3

Documentation is Unsigned

Documentation of accidents/incidents were not shared with parents or did not include the signature of operator/parent.

23.3/3

No Documentation

The operator failed to document an accident or incident which occurred at the home.

23.4/2

Parents not notified of Accident/Incident

The operator failed to immediately notify the custodial parents or legal guardian of a serious illness, accident, injury or emergency to their child.

23.5/3

Emergency Contact Person Not Notified

The operator failed to contact 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.

23.6/2

Accident/Incident Instructions Not Followed

The instructions provided by the custodial parent or legal guardian regarding action to be taken in the event of a serious accident, injury or emergency were not followed by the operator in that ( ).

23.7/3

Accident/Incident Instructions Not Followed

The instructions provided by the custodial parent or legal guardian regarding action to be taken in the event of a serious accident, injury or emergency were not followed by the operator in that ( ).

23.8/3

Documentation Not Maintained for 1 Year

Records of accidents and incidents were not maintained for one year.

**24. Fire Drills: III.A.**

24.1/2

Fire Drills Not Being Conducted

Fire drills were not being conducted monthly.

24.2/3

Fire Drills Not Being Recorded

Though monthly fire drills were conducted, a written record of fire drills was not complete.

24.3/3

Fire Drill Documentation Incomplete

A written record of fire drills was incomplete and did not include the following ( ).

24.3/3

Fire Drill Record Not Maintained 6 Months

The written record showing the date, time, number of children in attendance, and time taken to evacuate the home was not maintained for six months.

**25. Communicable Disease Control: III.B.**

25.1/3

No Isolation Area Available

The family child care home did not have an isolation area for a child who becomes ill within sight and hearing.

25.2/3

Child in Care-Signs Communicable Disease

A child suspected of having a communicable disease remained in care and was not isolated.

25.3/2

Parents Not Notified of Illness

The parents of a child who showed signs of communicable disease were not notified.

25.4/2

Household Member with Signs and Symptoms

A household member with signs and symptoms of a communicable disease was observed in areas of the home occupied by the children in care.

25.5/2

Symptoms Not Documented

The operator did not document an observed health related sign or symptom that occurred at the family child care home.

25.6/3

Child With Illness Returns

A child who still had signs or symptoms of illness returned to the home without medical authorization

25.7/2

Child With Head Lice

A child identified as having head lice was permitted to return to the home before treatment had occurred.

25.8/3

Linens Not Changed

Linens and disposables were not changed after use by an ill child.

25.9/1

Sick Child Not in Sight/Hearing

A child observed in isolation due to illness was not within sight and hearing of the operator.

## **PHYSICAL PLANT:**

### **26. Safe/Good Repair: IV.A.**

- 26.1/2 Unsafe Electrical Cords/Appliances  
Worn or overloaded electrical cord(s) with exposed wiring was/were observed on the ( ).
- 26.2/2 Dangerous Fixtures  
A fixture was assessed as dangerous, in that ( ).
- 26.3/2 Structural Damage (Storm, Holes-Wall, etc.)  
The building housing the family child care home was not observed to be in good repair as evidenced by damage/holes in the wall/window/floor.
- 26.4/3 Burglar Bars on Exits  
The building housing the family child care home has burglar bars and there is no evidence that the home has passed an annual inspection by the local fire department.
- 26.5/2 Exits-Not Free of Obstructions  
The exit(s) leading outside the family child care home are obstructed by ( ).

### **27. Lighting: IV.A.**

- 27.1/3 Inadequate for Activity  
The family child care home did not have adequate lighting for supervision, safe movement and egress for children in care.

### **28. Safe Source of Heat: IV.A.**

- 28.1/2 Heater Hot to Touch-No Gate  
A heater used in the home was hot to touch and was without a gate or barrier.
- 28.2/1 Unvented Kerosene Heater Used  
An unvented kerosene heater was being used in the home. The kerosene heater must be turned off and not used.
- 28.3/2 No Heat Source  
The family child care home did not have a source of heat.
- 28.4/2 Open Fireplace with Fire Sole Heat Source  
An open fireplace with fire served as the home's sole source of heat.

### **29. Smoke Detector: IV. A.**

- 29.1/2 Smoke Detector Inoperable  
The family child care home had no smoke detector.

29.2/2 Smoke Detector Inoperable  
The family child care home's smoke detector was inoperable.

29.3/2 Smoke Detector Needs Battery  
The family child care home's smoke detector did not have a working battery.

### **30. Fire Extinguisher: IV.A.**

30.1/2 No Fire Extinguisher Available  
The family child care home did not have a fire extinguisher available.

30.2/2 No Fire Extinguisher Easily Accessible  
The family child care home's fire extinguisher was not easily accessible.

30.3/3 Expired Tag or Label  
The fire extinguisher did not have a tag or label to show it had been inspected within the previous year.

### **31. Operable Telephone: IV.A.**

31.1/2 No Corded Operable Telephone  
The provider did not have a corded, operable telephone.

31.2/2 Telephone Not Working  
The family child care home's telephone was not working.

### **32. Adequate Ventilation: IV.A.**

32.1/2 Inadequate Ventilation  
The home did not have adequate ventilation.

### **33. Temperature: IV.A.**

33.1/1 65-82 Degree Temperature Not Maintained  
The home's temperature was not maintained between sixty-five (65) and eighty-two (82) degrees Fahrenheit.

### **34. Fans Screened: IV.A.**

34.1/2 Fans Within Reach and Unscreened  
Portable Electric fans within reach of children did not have adequate protective screening.

### **35. Animals: IV.A.**

35.1/2 No Valid Immunizations  
There was no current documentation of valid immunizations available for a ( ).

35.2/1 Aggressive/Dangerous Animal on Property  
An animal that has bitten a human more than once/has exhibited aggressive behavior/has been declared dangerous was on the property of the family child care home.

35.3/2 No Immunizations  
The animal was not immunized, though immunizations are available for this type of animal.

35.4/3 Parents Not Informed  
Parents were not informed in writing of all the animals on the premises.

### **36. Hazardous Surfaced: IV.A.**

36.1/ 2 Peeling/Chipping Paint Indoor/Outdoor  
Peeling/chipping paint in reach of children was observed on the ( ).

### **37. Medicines/Hazardous Products: IV.A.**

37.1/2 Knife/Scissors/Crafts/Coins in Reach  
Knives/Scissors/Craft Supplies/Razors/Coins/Sharp Tools were observed within reach of children in that ( ).

37.2/2 Medicine/Hazardous Products Within Reach  
Medicine/hazardous product(s), ( ), observed within reach of children.

37.3/1 Toxic-Item-Open/In Child's Hand  
A toxic material/substance, ( ), was observed open/in a child's hand.

37.4/3 Pet Food Within Reach  
Pet food was observed within the reach of children.

37.5/2 Used Ashtrays within Reach  
Used ashtrays were observed within the reach of children.

37.6/2 Cigarettes/Butts/Matches Within Reach  
Cigarettes, butts, and matches were observed within reach of the children.

37.7/3 Bicycles in Area with Children  
Adult bicycles were observed to be a hazard to children in care as evidenced by ( ).

37.8/1 Lit Candle  
A lit candle was observed while children were in care.

37.9/2 Harmful Products Not Labeled  
A potentially harmful substance, ( ), was not labeled.

37.10/2 Harmful Items Accessible  
Harmful items including cleaning supplies, flammable products, poisonous, toxic, and hazardous materials were easily accessible by children in care in that ( ).

37.11/2 Litter Box  
The cat litter box was observed within reach of children.

### **38. Locks: IV.A**

38.1/2 Unlocked Doors to Outside/Off Limit Area  
Doors to the outside/off-limit areas were unlocked or had no inaccessible locks.

38.2/2 Doggie Door Lock Accessible  
A lock on a doggie door was accessible to children.

38.3/2 Unlocked Gate-Children Outside  
A gate was not locked when children were playing outside.

38.4/2 Lock Broken  
A lock for ( ) was broken.

38.5/2 Open Exposed Outlets  
There was no safety plug in open exposed outlet ( ).

### **40. Gun Storage: IV.A.**

40.1/1 Gun Within Reach  
A gun was in reach of children.

40.2/1 Gun in Sight-Not in Locked Storage  
A gun was out of the reach of children, but was within sight and not in locked storage.

40.3/1 Ammunition Stored with Gun  
Ammunition was stored with the gun.

40.4/1s Firearms/Weapons not Locked or Inaccessible  
Firearms and/or weapons were not stored in a locked container, locked area, or with a secure trigger lock or in a location inaccessible to children.

### **PLAY SPACE/POOL:**

### **41. Indoor Floor Space: IV.B.**

41.1/3 Inadequate Space Due to Rearrangement  
The home no longer provides adequate indoor play space for each child due to rearrangement of ( ).

41.2/2 Does Not Have 35 Sq. Ft. Per Child  
The family child care home does not have 35 square feet per child of usable indoor space.

41.3/2 No Open Indoor Floor Space for Infants  
The family child care home did not have open indoor floor space outside of cribs and playpens when infants were in care.

#### **42. Outdoor Space: IV.C.**

42.1/2 Inadequate Space  
The outdoor play space was not adequate for active play as evidenced by ( ).

42.2/1 Wading Pool with Water Accessible  
A wading pool with water was observed in the area where children were playing.

42.3/2 Ladder/Lawn Mower/Bicycle/Bldg Material/Tall Grass/Fallen Fruit/Litter  
The following items observed in the outside play are ( ) presented a hazard to children in the area of ( ).

42.4/2 Equipment/Fence/Object/Space With Safety Hazards  
The outdoor space contains equipment/fences/objects that are not free of sharp/broken/jagged edges/not properly spaced to prevent overcrowding in that ( ).

42.5/3 Play Areas Not Clean  
Play areas outside the home were not clean in that ( ).

42.6/2 Outdoor Area Dirty  
The outdoor areas of the home, equipment and furnishings were dirty in that ( ).

42.7/2 Water Hazards Not Fenced  
The lake/ditch/pond/brook/canal/water hazard that borders on the family child care home was not fenced a minimum of 4 feet.

42.8/2 Does Not Have 50 Sq. Ft. Per Child  
The outdoor space was not adequate in that there was not 50 square feet of outdoor space per child.

42.9/1s Children had Access to a Water Hazard  
Children in care had access to a water hazard or swimming pool in that ( ).

#### **43. Fence: IV.C.**

43.1/2 Not 4 Feet High  
The outdoor space was not enclosed with a fence that was minimally 4 feet in height.

43.2/2 Slat Boards Missing/Broken/Loose/Rotting  
The fence enclosing the outdoor space was not in good repair in that slat boards were ( ).

43.3/2 Fence Contains Gaps  
The fence contains gaps that could allow a child to exit from the outdoor play area.

43.4/2 Base of Fence Not at Ground Level  
The base of the fence is not at ground level/is not free from erosion or buildup.

#### **44. Sun/Shade: IV.C.**

44.1/2 Inadequate Sunny Area  
The outdoor play area did not have an adequate sunny area available.

44.2/2 Inadequate Shade Area  
The outdoor play area did not have an adequate shady area available.

#### **45. Equipment Maintenance: IV.D.**

45.1/2 Outdoor Equipment Not Securely Anchored  
The frame of the ( ) was not securely anchored in the ground.

45.2/2 No Resilient Surface/Fall Zone  
A resilient surface was not provided beneath and within the fall zone of the ( ).

45.3/3 Equipment-Lacks Drainage/Not Maintain Safe/Sanitary  
Equipment in the outdoor play space ( ) was not maintained and was not able to drain water.

45.4/3 No Routine Checks of Outdoor Equipment  
The family child care home had no system for providing routine checks at least every other month of all outdoor play equipment.

#### **46. Pool/Spa: IV.E.**

46.1/2 Pool Fencing in Disrepair  
The fence enclosing the pool was in disrepair and children were observed outdoors.

46.2/2 No Shepherd's Crook  
The swimming pool is deeper than 4 feet and the required shepherd's crook was not available.

46.3/2 Gate/Door Unsecured-2<sup>nd</sup> Barrier Locked  
A gate/door leading directly to the pool/spa was observed unlocked/with the lock broken/missing and a second barrier was locked.

46.4/2 Fence Disrepair-Children Confined Indoor  
The fence enclosing the pool was in disrepair and children were confined to indoor play.

- 46.5/2 No 4-Sided Fence/Barrier/No Pool Alarm  
The fence/barrier enclosing the pool area is not 4 sided/The pool does not have an operable pool alarm.
- 46.6/2 Above Ground Pool-Wall, Steps/Ladder Remain  
The wall of the above ground pool is not 4 feet in height/The ladder or steps leading to the above ground pool were not removed while children were in care.
- 46.7/2 Spa/Hot Tub –No Safety Cover  
Spa/Hot Tub did not have a safety cover that was in compliance with performance standards and is not in an enclosed locked room. Take corrective action to ensure that the cover meets the performance standard specifications.
- 46.8/2 Gate /Door/Direct to Pool/Spa Unlocked/Broken  
Comments – Gates/doors leading directly to the pool/spa were observed unlocked/broken.
- 46.9/2 Locks Unlocked/Broken  
Locks to gates/doors that lead directly to the pool/spa were observed unlocked/broken.

**NAP SPACE/BATHROOM:**

**47. Sheets: IV.F**

- 47.1/3 Sheets Dirty  
Sheets used by children in care were dirty.
- 47.2/3 No Sheets Available  
The home did not have sheets available.
- 47.3/3 No Sheets Between Child And Sleep Surface  
Sheets were not provided to cover family bedding that children in care used.

**48. Napping/Sleeping Arrangements/Bedtime Routines: IV.F.**

- 48.1/2 Bedding Unsafe  
Bedding provided to children was unsafe, in that ( ).
- 48.2/2 Insufficient Bedding  
The provider did not have a sufficient number of cots/beds for the children in care. The number needed was ( ) and ( ) sleeping spaces were available.
- 48.3/3 Child on Floor/Mat on Floor  
A child was observed napping on the floor/a mat on the floor.
- 48.4/3 Insufficient # Cribs/etc for Infants

The provider did not have a sufficient number of cribs, bassinets or playpens in good condition for the infants in care. There were ( ) bedding items and ( ) were needed.

48.5/3

Missing Pads

Bedding provided for an infant was missing a pad.

48.6/2

Crib with Latching Device Broken

The latching device on ( ) crib(s) was broken and the crib sides could not be adequately secured.

48.7/2

Mattress Too Small-Risk of Entrapment

The mattress was too small for ( ) crib(s) in use and could cause entrapment.

48.8/3

Infant Napping in Car Seat/Swing

An infant was observed napping in a car seat/swing.

48.9/3

Air or Foam Mattress Used

Air/foam mattress used for children's napping space/overnight care.

48.10/3

No written Plan/Overnight Sleep Arrangements

Provider did not have a written plan outlining the overnight sleeping arrangements.

48.11/3

No Bedtime Routines for Overnight Care

Provider did not ensure that accepted bedtime routines were followed when children were in overnight care.

48.12/2

Kitchen/Bathroom/Utility/Garage Used for Nap

Child(ren) was/were napping in kitchen/bathroom/utility room/garage.

48.13/2

Nap Room Doors Not Open

Door(s) to separate room(s) used for napping was/were not open when children were sleeping inside the room.

48.14/3

Non-Siblings Nap on Double Bed

Non siblings shared a double bed for napping. Only sibling preschool children may share a double bed.

**49. Beds/Cribs 2 Feet Apart: IV.F.**

49.1/2

Beds/Cribs Less Than 2 Feet Apart

Beds/Cribs were spaced less than the minimum distance of 2 feet between individual napping space.

**50. Playpen Use: IV.F.**

50.1/2

Playpen/Crib Routine Use-Confined Child

Playpens/Cribs were routinely used to confine children other than for rest or sleep.

### **51. Sleeping Position: IV.F.**

- 51.1/2 Infant Sleeping on Stomach  
Young infant sleeping on stomach without written authorization by a physician.

### **52. Bathroom Facilities: IV.G.**

- 52.1/2 Toilet/Tub/Sink Not in Working Order  
The home did not have at least 1 toilet/bathtub/handwashing sink in good working order.

### **53. Individual Towels: IV.G.**

- 53.1/3 No Individual Towels/Disposable Towels  
Children were not provided an individually labeled towel or disposable towel.
- 53.2/3 Disposable Towels Not Discarded  
Disposable towels were not discarded properly after each use.

### **EQUIPMENT:**

### **54. Play Materials/Safe & Developmentally Appropriate: IV.H**

- 54.1/3 Inadequate Amount for # in Care  
The provider did not have an adequate number of play materials, toys, and books available for the number of children in care.
- 54.2/3 Materials Developmentally Inappropriate  
Play materials, toys, and books were inappropriate for the developmental level of children in care as evidenced by ( ).
- 54.3/2 Play Materials Not Safe  
Play materials available to the children were unsafe, in that ( ) was broken/had jagged edges/had large cracks that could cause pinching/had peeling paint/had splintered wood.

### **55. Play Materials Accessible: IV.H.**

- 55.1/3 Play Materials Not Accessible  
Play materials, toys, books, and equipment were not accessible to children.

### **56. Equipment/Safe & Developmentally Appropriate: IV.H.**

- 56.1/2 Unsafe-Wobbly/Broken/No Straps/etc.

Equipment used in caring for children was unsafe in that ( ) was wobbly/broken/had straps missing/had peeling paint/had splintered wood.

56.2/3 Phone Book for Boosters/Sit on Knees  
The home did not have developmentally appropriate equipment as evidenced by phone books used for boosters/children sitting on knees.

**57. Television/Appropriate Use: IV.H.**

57.1/3 Programming Inappropriate  
While children were awake the television was tuned to programming that was inappropriate for children as it contained obscene language/violence/adult situations.

57.2/3 Programming Not Limited  
The television was on for unlimited time periods.

**Cleanliness:**

**58. Clean/General Good Order: IV.I.**

58.1/3 Play Areas Not Clean  
Play areas in the home were not clean in that ( ).

58.2/2 Indoor Area Dirty  
The indoor areas of the home, equipment and furnishings were dirty in that ( ).

58.3/3 Odor  
An odor was present in the ( ).

58.4/3 Dust  
Excessive dust was observed in ( ).

58.5/3 Clutter  
Excessive clutter was observed in the ( ).

58.6/3 Unmade Beds  
The beds in the napping/play area were unmade when children were in care.

58.7/3 Soiled Items  
Soiled items were not immediately placed in a plastic lined and securely covered container.

58.8/2 Soiled Items- Accessible  
Soiled items were accessible to children.

58.9/3 Soiled Items Container Not Emptied

The container used for storage of soiled items was not emptied, cleaned and disinfected daily.

58.10/2

Soiled Crib Sheets Not Changed

Children's wet or soiled clothing or crib sheets were not promptly changed.

58.11/3

Potty Chairs Not Cleaned and Sanitized

Potty chairs were not cleaned and sanitized after each use.

58.12/2

Potty Chair Threat to Health

Potty chairs were not cleaned and sanitized after each use that poses a threat to the health, safety or well-being of the children.

**59. Pest Control: IV. I.**

59.1/3

Evidence of Pests Observed

Evidence of pests was observed in the ( ) area.

59.2/2

Pest Control While Children Present

Pest control while rooms were occupied by children.

**60. Diapering Practice: IV.I.**

60.1/3

Changing Surface Not Impermeable

Diapering occurred on a changing surface that was not impermeable due to slits/tears/holes which prevented adequate cleaning and sanitizing.

60.2/3

Diapering in Food Prep/Service Area

Diapering occurred in a food preparation/food service area.

60.3/2

Surface Not Sanitized After Each Use

The diapering surface was not cleaned with a sanitizing solution after each use.

60.4/2

Diapers Disposed in Food Service Area

Soiled diapers were disposed of in the feeding/food service area.

60.5/2

Diapers Disposal Not in Covered Pail

Soiled diapers were not disposed of in a securely covered container.

60.5/1

Diapering Supervision

A child was not adequately supervised while being diapered or having clothes changed.

60.6/3

Items Unrelated to Diapering

Items unrelated to diaper changing were stored in the diaper changing area or placed on the diaper changing table.

**61. Handwashing: IV.I.**

- 61.1/2 No Handwashing-Personal Hygiene  
The caregiver was observed to not wash her hands after assisting a child with toileting.
- 61.2/2 No Handwashing –Assist Child w/Toileting  
The caregiver was observed to not wash her hands after assisting a child with toileting.
- 61.3/2 No Handwashing after Diapering a Child  
The caregiver was observed to not wash her hands after diapering a child.
- 61.4/2 No Handwashing After Outdoor Play  
The caregiver was observed to not wash her hands and/or the children's hands after outdoor play.
- 61.5/2 No Soap Available  
There was no soap available at the handwashing sink.

## **TRANSPORTATION:**

### **62. Signed Permission: V.**

- 62.1/3 No Parent Permission to Transport  
There was no signed parental permission on file for each child the provider transported as noted on the Children's Record Log.
- 62.2/3 Medical Forms/Emergency Information Not Taken on Trip  
Completed children's emergency medical forms and emergency contact number were not taken on a field trip.

### **63. Restraints: V.**

- 63.1/1s Insufficient # of Proper Restraints  
An individual factory installed seat belt or federally approved child safety restraint was not provided for each child transported as observed/admitted by the operator.
- 63.2/1s Exceed Occupancy  
The operator exceeded the maximum number of individuals transported in a vehicle as the number exceeded the manufacturer's designated seating capacity or the number of factory installed seat belts.
- 63.3/1s Inappropriate Restraint  
The use of seat belts was not age-appropriate for the child(ren) being transported who required the use of a safety restraint.

### **64. Vehicle Safety/Supervision on Field Trips: V.**

- 64.1/2 Unsafe Vehicle Used to Transport Children

The vehicle used for transporting children was not in safe condition in that ( ). Vehicle is off-limits for use in transporting children in care.

64.2/2

No Valid Driver's License

The driver of the vehicle transporting children for the family child care did not have a valid driver's license.

64.3/3

No Documentation of Insurance

The operator did not have documentation of current insurance coverage for the vehicle used to transport children in care.

64.4/2

Not Correct Insurance

The operator did not have documentation of legally required insurance coverage for the vehicle used to transport children in care.

64.5/3

No Documentation of Valid License

The home's driver did not have documentation of a valid Florida Driver's license.

64.6/1s

Child Left Behind

A child was unknowingly left behind on a field trip.

64.7/1

Children Being Transported Not Supervised

Supervision of children being transported was not adequate in that ( ).

64.8/1s

Child Unattended in Vehicle

A child was left unattended in the vehicle without staff awareness upon returning from a field trip.

64.9/1s

Children Being Transported Not Supervised

Supervision of children being transported was not adequate resulting in death or serious harm to the health, safety or well-being of a child.

64.10/2

No Driver's Log Evident

The operator did not have evidence that a log was maintained for all children transported.

64.11/3

Driver's Log Not Retained for 6 Months

The transportation log was not retained for a minimum of 6 months.

64.12/2

Missing Info on Transportation Log

The transportation log did not include the following required information: ( ).

64.13/1

Child Dropped Off at Inappropriate Location

The driver of the vehicle failed to drop the child off at the appropriate location.

- 64.14/1s Child Dropped Off at Inappropriate Location-Great Harm  
The driver of the vehicle failed to drop the child off at the appropriate location resulting in serious harm to the health, safety or well-being of a child.
- 64.15/2 No Visual Sweep  
Upon arrival at the destination, the driver of the vehicle and second adult failed to conduct a physical inspection and visual sweep of the vehicle to ensure that no child was left in the vehicle as evidenced by ( ).
- 64.16/2 Smoking Observed in Vehicle  
Smoking was observed in a vehicle being used to transport children.
- 64.17/3 Evidence of Smoking in Vehicle  
There was evidence that smoking occurred in the vehicle being used to transport children.
- 64.18/2 No Telephone or Other Communication Means Avail. On Trip  
The individual(s) responsible for children on a field trip did not have a telephone or other means of instant communication available.

## **NUTRITION:**

### **65. Meal Patterns/Nutrition Practices: VI.**

- 65.1/3 Breakfast Not 3 Food Groups  
The breakfast observed did not consist of at least three different food groups.
- 65.2/3 Lunch/Dinner Not 4 Food Groups  
The lunch/dinner observed did not consist of at least four different food groups.
- 65.3/3 Snacks Not 2 food Groups  
The snacks observed did not consist of at least two different food groups.
- 65.4/3 Special Diet Requirements Not on File  
A child required to have a special diet did not have appropriate documentation on file as noted in number ( ) as follows: 1) the physician's order, 2) a copy of a diet, and 3) sample meal plans for the special diet.
- 65.5/2 No Documentation of Known Food Allergies  
There was no written documentation of known food allergies in the file.
- 65.6/2 Not Individually Fed  
Child(ren) was/were not individually fed in that ( ).
- 65.7/2 Food Not Appropriate for Age

Child(ren) was/were not offered foods appropriate for their age.

65.8/2

Bottle Propped

An infant's bottle was propped. Children must be individually fed.

65.9/2

Formula Not Refrigerated

Formula was not refrigerated/handled in a sanitary manner in that ( ).

65.10/2

Formula Heated/Microwaved

Formula was heated in the microwave.

**66. Quantity: VI.**

66.1/2

Needs for Quantity Not Met

The operators did not provide the proper serving size for meals/snacks as noted in the USDA Food Guide Pyramid for Young Children.

**67. Drinking Water: VI.**

67.1/2

Water From Untested Well

The household's drinking water was obtained from an untested well.

**DISCIPLINE/OTHER:**

**68. Behavior Management: VII.**

68.1/1s

Overt Physical Abuse Observed

Overt physical abuse was observed by ( ) as evidenced by ( ).

68.2/1s

Discipline Severe/Humiliates/Frightens

A child was subjected to discipline which was severe, humiliating, or frightening in that ( ).

68.3/1s

Food/Rest/Toileting Withheld

A child was disciplined by withholding food/rest/toileting needs as evidenced by ( ).

68.4/1

Spanking/Other Physical Punishment

A child was subjected to spanking or other form of physical punishment as evidenced by ( ).

68.5/1s

Forced to Eat/Sit/Rest on Toilet

A child was disciplined by being forced to eat/rest/sit on toilet for an extended period as evidenced by ( ).

68.6/3

Parent Not Notified

Provider did not notify parents in writing of the disciplinary practices used in the home.

68.7/3

No Written Disciplinary Policy

A copy of the discipline policy was not available for review by licensing specialist.

68.8/3

Method Of Discipline Not Age Appropriate

A method of discipline included in the home's discipline policy is not age appropriate and/or constructive for the children in care in that ( ).

68.9/2

Discipline Policy Not Followed

The ( ) did not comply with the written disciplinary policy of the home in that ( ).

**69. Annual Renewal of License: IX.**

69.1/3

Renewal Application – Not Received

A completed application for renewal of an annual license was not submitted at least 45 days prior to the expiration date of a current license.

**70. Other:**

70.1/2

Medical Records Not Returned to Parents

Immunization and student health examinations records were not returned to the parent or legal guardian upon withdrawal from care. Return the forms to the parent or legal guardian, or Child Care Licensing Program staff.

70.2/2

No Gate on Steps

There was no gate on stairs to prevent children's access to the steps.

70.3/1

No Inspection-Fire/Natural Disaster

The family child care home closed after sustaining damage from a fire/natural disaster. The provider did not notify the Child Care Licensing Program to inspect prior to the home reopening.

70.4/1

Operator Working Outside of Home

The operator worked outside of the home during the operating hours of the family child care home.

70.5/1

Operator on License no Longer Living in Home

The operator, in whose name the license was issued, was no longer a resident at the address on the license.

70.6/1s

Operator Not Cooperative with Allowing Access Court Involved

The operator was not cooperative in allowing the Child Care Licensing Program staff access to all parts of the home and premises to inspect for compliance and a court order was required to gain access to the home.

70.7/1

Operator Not Cooperative with Allowing Access

The operator was not cooperative in allowing Child Care Licensing Program staff access to all parts of the home and premises to inspect for compliance with minimum standards.

70.8/1s

Operator or Substitute Omission on Child Abuse

The operator or substitute, while caring for children, committed an act or omission that meets the definition of child abuse or neglect provided in Chapter 39, Florida Statutes.

70.9/1s

Failed Mandated Reporting

As a mandated reporter, the operator or substitute failed to report suspected child abuse or neglect as required in section 39.201, Florida Statutes.

70.10/3

Failed Reporting to CCLP on Child Abuse Investigation

Upon initial knowledge of a child abuse investigation involving the family child care homes shall be reported to the Child Care Licensing Program within twenty-four (24) hours or the next business day.