

Health and Safety Assessment Tool for Licensed Child Care Homes

Staff and children wash hands using proper procedure at appropriate times.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Disposable or single use towels, soap, running warm water are available and within reach to staff and children.
<p><i>Clarification:</i> Within reach is defined as close enough to reach easily and can be reached without adult assistance. Child care homes may use single use washcloths in lieu of disposable towels.</p>	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Staff are observed washing hands using the correct procedure.
<p><i>Observation:</i></p> <ol style="list-style-type: none"> 1. Wet hands. 2. Apply soap. 3. Cleanse hands/wrists by rubbing for a minimum of 20 seconds. 4. Rinse under running water. 5. Dry hands with clean disposable towel or wall-mounted drying device. 	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Children are observed washing hands using the correct procedure.
<p><i>Observation:</i></p> <ol style="list-style-type: none"> 1. Wet hands. 2. Apply soap. 3. Cleans hands/wrists by rubbing for a minimum of 20 seconds. 4. Rinse under running water. 5. Dry hands with clean disposable towel or wall-mounted drying device. 	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Staff are observed washing hands at the appropriate times: <ul style="list-style-type: none"> • Before and After <ul style="list-style-type: none"> ○ Preparing meals and snacks ○ Eating • After <ul style="list-style-type: none"> ○ Toileting ○ Feeding infants/children ○ Bathing infants/children ○ Wiping noses ○ Diapering and assisting children with toileting ○ Handling bodily fluids ○ Coughing into hands ○ Handling pets
<p><i>Clarification:</i></p> <ul style="list-style-type: none"> • It is recommended practice that staff wash hands before feeding infants/children, bathing infants/children, and diapering/assisting children with toileting. • Alcohol-based hand sanitizer is <i>not</i> an acceptable alternative to hand washing. If running water is unavailable or impractical, hands should be washed as soon as running water is available. • It is recommended practice that staff wash hands after touching contaminated surfaces or objects. A surface is contaminated if it is visibly soiled or if there is a reason to believe that the surface has been or could be exposed to contaminants such as harmful chemicals or microorganisms that could cause illness. This includes washing hands after coming in from the outdoors. 	

<input type="checkbox"/> Yes <input type="checkbox"/> No	Children are observed washing hands at the appropriate times: <ul style="list-style-type: none"> • Before and After <ul style="list-style-type: none"> ○ Assisting with meal and snack preparation ○ Eating • After <ul style="list-style-type: none"> ○ Toileting ○ Handling bodily fluids ○ Coughing into hands ○ Handling pets
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Clarification:

- It is recommended practice that children wash hands after a diaper change.
- If an infant cannot be held at a sink, wash hands using the alternative method: wash hands with a clean wet, soapy disposable towel or washcloth and rinse hands using a second clean wet disposable towel or washcloth.
- **Diaper wipes are not an acceptable alternative to infant hand washing.**
- Alcohol-based hand sanitizer is *not* an acceptable alternative to hand washing. If running water is unavailable or impractical, hands should be washed as soon as running water is available.
- It is recommended practice that children wash hands after touching contaminated surfaces or objects. A surface is contaminated if it is visibly soiled or if there is a reason to believe that the surface has been or could be exposed to contaminants such as harmful chemicals or microorganisms that could cause illness. This includes washing hands after coming in from the outdoors.

Safe sleep practices for all children are followed.

<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Infants are placed on their backs to sleep. <i>If no infants are enrolled, mark N/A</i>
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Observation: All infants must be placed on their backs to sleep. When infants can easily roll over after being placed on their backs to sleep, they should be allowed to adopt their own position; however, caregivers must always place infants on their backs to sleep. Infants who fall asleep in other locations such as a swing or car seat must be moved immediately.

Documentation: A parent must provide a *documented medical reason signed by a physician* if an infant is to be placed to sleep in a position other than his or her back.

<input type="checkbox"/> Yes <input type="checkbox"/> No	Sleeping children are adequately supervised.
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Observation: The room must have adequate lighting. Observe the lighting to see whether there is enough light to allow the caregiver to see the rise and fall of children’s chests. Children must be within sight or sound. Children must remain on the same floor of the home as the provider. Provider’s children may sleep in their own beds. Doors to the rooms where children are sleeping must remain completely open (not ajar, ½ open, etc). Children under 15 months must be checked approximately every 15 minutes.

<input type="checkbox"/> Yes <input type="checkbox"/> No	Sleeping areas are safe.
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Clarification:

- Children of all ages must be placed to sleep on BCC approved sleep surfaces in good condition.
- Children of all ages must have their faces uncovered while sleeping.
- Children of all ages must have individual sleeping spaces, and if more than one child uses the same sleep surface at alternate times, a clean sheet must be used and/or the area must be washed and sanitized daily between uses. If a sleeping surface is used by one child exclusively, the surface must be washed and sanitized weekly and when soiled.
- Cribs: The sheet must fit the mattress snugly and **nothing is permitted in the crib except for the infant** (the infant may have a pacifier). No toys, stuffed animals, pillows, crib bumpers, positioning devices, or extra bedding (including blankets) are allowed in the crib while the crib is occupied by an infant.

Proper diapering, cleaning, and sanitation procedures are followed	
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Proper diapering procedure is followed. <i>If no child is in diapers, mark N/A</i>
<p><u>Observation:</u></p> <ul style="list-style-type: none"> A. It is recommended that staff wash hands before beginning. B. The changing table is fully intact, washable, and sanitizable. C. Waterproof paper (wax paper, e.g.) must be used and cover the length and width of the changing surface. D. One hand must be kept on the child at all times. E. The use of gloves is recommended at all times and required when blood is present. F. The child's clothing is removed or moved. G. The soiled diaper is removed. H. The child is cleansed with a wipe. I. The waterproof paper is folded to cover the soiled area (if soiled) and gloves are removed (if used). J. A clean diaper is placed on the child and the child is redressed. K. It is recommended that the child's hands are washed at a nearby sink or using the alternative method. L. The diaper is disposed of in a tightly covered, plastic-lined waste container. M. The waterproof paper is removed. N. Staff wash and sanitize the table if soiled. O. Staff wash hands when finished. <p><u>Clarification:</u></p> <ul style="list-style-type: none"> • If an infant cannot be held at a sink, wash hands using the alternative method: wash hands with a clean wet, soapy disposable towel or washcloth and rinse hands using a second clean wet disposable towel or washcloth. • Diaper wipes are not an acceptable alternative to infant hand washing. 	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Proper cleaning and sanitation procedure is followed.
<p><u>Observation:</u> The changing table must be washed and sanitized. Because the use of waterproof paper is required, changing surfaces must be washed and sanitized daily and when soiled.</p> <p><u>Clarification:</u> It is recommended that the changing surface be washed and sanitized after each use.</p>	
Food is properly served in a safe and sanitary manner, including cleanliness of eating surfaces.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Food is properly served
<p><u>Observation:</u></p> <ul style="list-style-type: none"> • Children must be held during bottle feeding and bottle must not be propped. Children of any age that are bottle fed must be held during bottle feeding until they demonstrate the ability to hold their own bottles. • Proper precautions must be taken for known food allergies. • Staff must assist and supervise, within line of sight, children during all meals and snacks to ensure safety. <p><u>Clarification:</u> It is recommended that infant formula/breast milk not be heated in the microwave.</p>	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Eating surfaces are properly cleaned and sanitized at appropriate times.
<p><u>Observation:</u> Eating surfaces (tables, highchairs, etc.) are washed and sanitized at least daily. It is recommended that eating surfaces are washed and sanitized before and after snacks and meals.</p> <p><u>Clarification:</u> Eating surfaces are washed with soap and water and sanitized using the proper sanitizing solution. For wet wiped surfaces, the sanitizing solution must sit for two minutes; For sprayed surfaces, the solution must sit for one minute.</p>	

The indoor area is safe, clean, and free of clutter and equipment is in good repair.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	The indoor area is safe.
<i>Observation:</i> The indoor area is free of safety hazards. No critical violations are observed. The indoor area does not pose a health or safety risk to children. Children do not have access to potentially hazardous objects or materials. The indoor area is free of choking hazards. Children do not have unsupervised access to water.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	The indoor area is clean.
<i>Observation:</i> Look for evidence of routine cleaning. Area must be free of obvious soil and grime.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	The indoor area is free of clutter.
<i>Observation:</i> The indoor area is free of clutter. There are no stacks of materials or equipment which may be accessible to and pulled down by children. There must be room between materials to allow children to move freely. The indoor area must be free of tripping hazards. Materials and equipment must not block exits. <i>Clarification:</i> Clutter is the accumulation of materials. Significant accumulation can pose health and safety risks to children.	
The outdoor area is safe, clean, and free of clutter and equipment is in good repair.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	The outdoor area is safe.
<i>Observation:</i> Observe all outdoor areas used for play for safety hazards. No critical violations are observed. The outdoor environment, including equipment and materials, does not pose a health or safety risk to children. Children do not have access to potentially hazardous objects or materials. The outdoor play area is safely enclosed, fenced, or protected from traffic by other natural barriers with gates and locks in good repair. A body of water cannot be the natural barrier. Children do not have unsupervised access to water. Pools must be enclosed by a fence and have a lock (combination or key) on the gate.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	All outdoor equipment is safe and in good repair.
<i>Observation:</i> All outdoor play equipment is available to enrolled children. All playground equipment is in safe condition and good repair.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	The outdoor area is clean.
<i>Observation:</i> Outdoor play area is free of hazardous litter such as animal feces and garbage.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	The outdoor area is free of clutter.
<i>Observation:</i> The outdoor area is free of clutter. Arrangement of playground equipment and materials must allow for active movement. <i>Clarification:</i> Clutter is the accumulation of materials. Significant accumulation can pose health and safety risks to children.	