

CHILD CARE FACILITY

Specific Child Care Licensing Standard	
*Highlighted items will be marked "Not Monitored" for Abbreviated Inspections.	
Class violation level Unique ID	Description of licensing Standard Violation

STANDARD CLASSIFICATION SUMMARY

General Requirements

1. Insurance (Article IV.B)	
3 01-01	<u>No Documentation of Insurance Coverage</u> Comments The license holder did not provide verification of comprehensive general liability insurance.
3 01-02	<u>Inadequate Liability Insurance Coverage</u> Comments The facility did not provide verification of the required minimum insurance coverage.
2 01-03	<u>Liability Insurance coverage not maintained</u> Comments The facility failed to continuously maintain required minimum insurance coverage.
3 01-04	<u>No Notice to Dept. of Cancellation</u> Comments The license holder failed to provide the Department thirty days notice prior to cancellation of the insurance policy.
2 01-05	<u>Worker's Compensation Insurance</u> Comments The license holder did not maintain required Florida Worker's Compensation insurance.
3 01-06	<u>Worker's Compensation Insurance</u> Comments The license holder did not provide evidence of Florida Worker's Compensation insurance or a notarized statement attesting that worker's compensation insurance is not applicable.

2. Licensed Facility (Article IV.A, and E)	
3 02-01	<u>License Not Conspicuously Displayed</u> Comments The facility's license/certificate was not displayed in a conspicuous place inside the facility.
1 02-02	<u>No license/Certificate</u> Comments The facility was operating without first obtaining a valid license/certificate.
2 02-03	<u>Operating While License Expired</u> Comments The facility was operating while the annual license/certificate had expired and before a new license/certificate had been issued.
1 02-04	<u>Change of Ownership Without a New License/Certificate</u> Comments A new owner failed to obtain a new license or certificate for an existing facility before assuming responsibility for the facility.
2 02-05	<u>Late License/Certificate Renewal Application</u> Comments The facility failed to submit a complete renewal application at least 45 days before expiration of the current license.
3 02-06	<u>Notice Not Posted</u> Comments

	The facility failed to post notice that it is operating without the regular license/certificate.
3 02-07	<u>Advertising Without Valid License</u> Comments The facility advertised child care services without first obtaining a license.
3 02-08	<u>Unapproved Alteration or Modification</u> The facility make structural alteration or modification to the licensed facility without first submitting plans to the Department showing the proposed changes.

3. License Capacity (Article IV.A)	
2 03-01	<u>Licensed Capacity Exceeded</u> Comments The facility has a licensed capacity of [] children, and [] children were in care including [] on field trip(s).
2 03-02	<u>Infant Capacity Exceeded</u> Comments The facility has a licensed infant capacity of [] and [] infants were in care.

4. Indoor/Outdoor Square Footage (Article X.A and B and Rule 65C-22.002(3), FAC))	
3 04-01	<u>Indoor-Over Capacity for Room</u> Comments The facility did not have a minimum of 35 square feet of usable space for each child. The [] room which is routinely occupied by children has a capacity of [] children and [] children were observed in care.
3 04-02	<u>Room Capacity Not Posted</u> Comments The room capacity was not posted conspicuously in the following room(s):[]
3 04-03	<u>Useable Floor Space Reduced</u> Comments The useable floor space in the [] room(s) was reduced by storage of [], which are not necessary for the normal day-to-day activities of the children.
3 04-04	<u># on Playground-Not 75 Sq Ft Per Child</u> Comments The facility's outdoor play space calculated at 75 square feet per non-infant child for at least one-half of the total licensed capacity allows [] children to use the space at one time, and [] children were observed in the play space.
3 04-05	<u># Infants on Playground-Not 45 Sq Ft</u> Comments The facility's outdoor play space calculated at 45 square feet per infant for at least one-half of the total licensed capacity of infants allows [] infants to use the space at one time, and [] infants were observed in the play space.
2 04-06	<u>No Separate Outdoor Area for Infants</u> Comments The facility did not have a separate outdoor play area for infants in care.
2 04-07	<u>Recreation Facility-No Indoor/Outdoor Play Area</u> Comments The indoor recreational facility does not meet the requirement of either 3,000 square feet of indoor floor space designated for indoor play nor is there an outdoor play area of 75 square feet per child for at least one-half of the total licensed capacity.
3 04-08	<u>Night Time Facility-No 1000 Sq. Ft. Indoor Play</u> Comments The facility, which provides only night time care and has no outdoor play space, does not have the required minimum of 1,000 square feet of indoor space for gross motor play.

5. Staff Ratio (Articles VIII.B, C, and XVIII.A, B)	
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2 05-01	<u>Required Ratio Not Met</u> Comments A ratio of [] staff for the children age [] is the minimum required. There was/were [] staff for [] children aged [] observed.
2 05-02	<u>Drop-in Facility-Required Ratio Not Met</u> Comments The drop-in child care facility is required to maintain a ratio of at least [] staff for children age []. There was/were [] staff for [] children aged [] observed.
1 05-03	<u>Swimming-Required Ratio Not Met</u> Comments The required ratio for children engaged in a swimming activity was not met. A ratio of [] staff for the children age [] is the minimum required. There was/were [] staff for [] children aged [] observed.
2 05-04	<u>Infants With Children 2 Years or Older</u> Comments Infant(s) less than one year of age was/were observed to be commingled with children two years of age or older.
2 05-05	<u>No Extra Staff for Field Trips</u> Comments The facility did not provide an extra staff person, in addition to staff required to meet ratio requirements, to directly supervise children on a field trip.
2 05-06	<u>School Age Program-No Staffing for Safe Access to Play Area</u> Comments The school age child care program operated in a public school site did not maintain a minimum staffing ratio of 1 staff for 15 children to provide safe access to the play area. A ratio of [] staff for [] school age children was observed.

6. Direct Supervision (Articles VII.B; VIII.C; X.E and XII.G)

2 06-01	<u>No Direct Supervision</u> Comments Child care staff failed to provide direct supervision of children in the [] group as evidenced by [].
1 06-02	<u>Staff Unaware Child Left Indoors/Outdoor</u> Comments Staff was unaware that a child/children had been left unattended indoors/outdoors as evidenced by [].
2 06-03	<u>Staff Not Properly Situated-Playground</u> Comments Staff responsible for children in the outdoor play area failed to situate themselves so that all children could be observed and supervised.
2 06-04	<u>Napping Children Not w/in Sight/Hearing</u> Comments Staff responsible for the [] group of children failed to keep all the children within sight and hearing of all children during nap time.
1 06-05	<u>Ill Child Not w/in Sight/Hearing</u> Comments Staff failed to keep a child, placed in isolation for illness, within sight and hearing at all times.
2 06-06	<u>Staff-No Specific Group Assignment</u> Comments The facility failed to assign child care personnel/volunteers to a specific group of children to provide supervision and to be present with the group at all times.
2 06-07	<u>Volunteer Provided Direct Supervision</u> Comments A volunteer without required personnel training or screening was observed responsible for the direct supervision of children as evidenced by [].
1 06-08	<u>Infant Not Held-Unable to Support Self</u> Comments An infant unable to support himself/herself was not held while being fed.
2 06-09	<u>Infants Unsupervised During Feeding</u> Comments

	Infants were not supervised during feeding as evidenced by [].
1 06-10	<u>Child Enrichment Provider-Unsupervised</u> Comments A child enrichment service provider who had no verification of Level 2 screening was working with children in the facility.
1 06-11	<u>Individual With Impairing Drug</u> Comments An individual with responsibility for operation of the facility/care of children was under the influence of narcotics/alcohol/other impairing drug as evidenced by [].
2 06-12	<u>Child Using Toilet/Lavatory/Bath Unsupervised</u> Comments Children using the toilet/lavatory/bathing facility were not supervised.

7. Telephone/Communication Device (Articles X.F and XVIII.A)	
3 07-01	<u>No Working Landline Telephone</u> Comment The facility failed to provide or maintain an operable landline or approved VoIP telephone in the facility.
2 07-02	<u>No Access to Working Telephone</u> Comments Center staff did not have immediate access to a working telephone within the building.
2 07-03	<u>No Cellular Phone/Other for Field Trips</u> Comments The facility failed to have a cellular phone or similar two-way communication device for staff to take on field trips to summon help.
2 07-04	<u>Drop-in -No Direct Communication Source</u> Comments The drop-in child care facility had no direct form of communication for the purpose of immediately contacting a parent.

8. Daily Program (Article IX.A)	
3 08-01	<u>Written Activity Plan Not Posted</u> Comments The center failed to post the written activity program in a conspicuous place.
3 08-02	<u>No Written Plan of Activities</u> Comments The center failed to have a written plan of activities for the [] group of children.
3 08-03	<u>Infants Not Taken Outdoors-Weather Permits</u> Comments Infants were not taken outdoors on a day when weather permitted outdoor activity.

9. Discipline (Article IX.C)	
2 09-01	<u>Discipline Not Constructive</u> Comments The child care staff failed to comply with the facility's written policy as evidenced by [].
1 09-02	<u>Methods Severe/Humiliating/Frightening.</u> Comments The child care staff subjected children to discipline that was severe/humiliating/frightening as evidenced by [].
1 09-03	<u>Associated With Food/Rest/Toileting</u> Comments Children were submitted to discipline that was associated with food/rest/toileting as evidenced by [].
2 09-04	<u>Spanking/Physical Punishment Used</u> Comments The staff's methods of discipline included spanking or other physical punishment as evidenced by [].

3 09-05	<u>No Verification Staff Received Policy</u> Comments There was no written verification on file that staff had received a copy of the facility's disciplinary policy.
3 09-06	<u>No Written Discipline Policy</u> Comments The child care facility did not have a written discipline policy including the specific types of discipline used for each age group.

10. Proper Hand washing (Articles X.D)	
3 10-01	<u>Inadequate # of Working Sinks</u> Comments The facility's licensed capacity required a minimum of [] working sinks; [] sinks were operable.
2 10-02	<u>Sink Not Accessible-Too High</u> Comments A sink used by children was not easily accessible and a safely constructed platform was not in place.
3 10-03	<u>No Toilet Paper</u> Comments Toilet paper was not available in the [] toilet room/bathroom.
3 10-04	<u>No Disposable Towels/Individual Towels</u> Comments Disposable towels or individual towels were not available in the [] hand washing area.
2 10-05	<u>No Soap</u> Comments Soap was not available in the [] hand washing area.
2 10-06	<u>Staff-No Hand Washing after Toilet Assistance</u> Comments Staff in the [] area was observed to not wash hands after assisting a child with toileting.
2 10-07	<u>No Water in Kitchen/Infant Room</u> Comments Running water was not available in the [].
3 10-08	<u>No Hot Running Water in Kitchen/Infant Room</u> Comments Hot running water was not available in the [] hand washing area.
2 10-09	<u>Hot Water Exceeds 110 Degrees</u> Comments The hot water at the hand washing sink in the [] area exceeded 110 degrees.
2 10-10	<u>Staff-No Hand Wash After Diapering Procedure</u> Comments Staff in the [] area was observed to not wash hands after each diapering procedure.

11. Diaper Changing Area (Articles VII.C and X.G)	
2 11-01	<u>Changing Table Surface Not Impermeable</u> Comments The diaper changing table in the [] did not have an impermeable surface as evidenced by [].
2 11-02	<u>Changing Surface Not Cleaned/Sanitized</u> Comments Staff in the [] area did not clean and sanitize the diaper changing surface after each use.
2 11-03	<u>Changing Pad w/Slits/Tears/Holes</u> Comments The diaper changing pad in the [] area had slits/tears/holes which prevented adequate cleaning and sanitizing.
1 11-04	<u>Child Unattended on Changing Table</u> Comments A child was left unattended on the changing table while being diapered/having clothes changed.

3 11-05	<u>Dishes/Bottles/etc on Changing Table</u> Comments Items, namely, [], which were not required for diaper changing were observed on the diaper changing table.
3 11-06	<u>Inadequate Supply Diapers/Clothes/Linens</u> Comments The facility did not have an adequate supply of clean diapers/clothing/linens as evidenced by [].
3 11-07	<u>Child's Clothing/Linens Not Changed</u> Comments A child's wet or soiled clothing/linens was/were not promptly changed as evidenced by [].
3 11-08	<u>Container Not Plastic Lined/Covered</u> Comments The container for soiled disposable diapers was not plastic-lined and securely covered.
2 11-09	<u>Diaper Container Accessible to Children</u> Comments The container for soiled disposable diapers was accessible to children in the [] area.
3 11-10	<u>Container Not Emptied/Sanitized Daily</u> Comments The container for soiled disposable diapers was not emptied and sanitized daily.
2 11-11	<u>Service Utensil Sink Used in Diapering</u> Comments The service utensil sink in the [] area was used in procedures related to diaper changing as evidenced by [].
2 11-12	<u>Potty Chairs Not Cleaned/Sanitized After Use</u> Comments Potty chairs are not cleaned and sanitized after each use.
2 11-13	<u>No Hand washing Facilities in Diapering Area</u> Comments An infant room did not include a diapering area with hand washing facilities as evidenced by [].
2 11-14	<u>Food Service/Diapering Areas Not Separate</u> Comments The diaper changing area and food service area are not kept separate for the [] group as evidenced by [].

12. Night-time Care (Article XVI)

3 12-01	<u>No Prior Department Approval</u> Comments The facility failed to secure written approval from the Department prior to providing night-time care.
3 12-02	<u>Evening Meal Not Provided</u> Comments The facility failed to serve an evening meal to children who did not have a meal before coming to the center.
3 12-03	<u>Breakfast Not Provided</u> Comments The facility failed to provide a morning meal to children who stayed beyond 6 A.M.
3 12-04	<u>No Bed/Cot for Each Child</u> Comments The facility failed to provide a separate bed or cot for each child in night-time care.
3 12-05	<u>No Bed Linens for Each Child</u> Comments The facility failed to provide each child with his own bed linens.
3 12-06	<u>Not 20 Sq Ft of Sleeping Space Per Child</u> Comments The facility did not provide adequate sleeping quarters calculated at 20 square feet per child. There was space for [] children and [] children were observed in care.

3 12-07	<u>Beds/Cots Not Spaced 18" Apart</u> Comments The facility failed to maintain at least 18 inches between each cot or bed.
2 12-08	<u>Boy/Girl > 6 Yrs-Same Room Unsupervised</u> Comments Children of the opposite sex and over the age of six years were quartered in the same room without constant adult supervision.
3 12-09	<u>Bedtime Routines Not Completed</u> Comments Staff failed to ensure that children completed bedtime routines such as brushing teeth, and washing face and hands.
2 12-10	<u>Children Personal Items Not Separate</u> Comments Personal items of different children were stored in contact with each other.
2 12-11	<u>Children Share Toothbrushes/Towels/Wash Cloths</u> Comments Children were observed to share personal items such as toothbrushes, towels and wash cloths.

13. Appropriate Sanitizers (Articles XIV.D and XV.E)	
2 13-01	<u>Bleach/Water Solution Too Strong</u> Comments The bleach solution being used for sanitizing was more than 200 ppm when tested with a chlorine test strip.
2 13-02	<u>Bleach/Water Solution Too Weak</u> Comments The bleach solution being used for sanitizing was less than 50 ppm when tested with a chlorine test strip.
3 13-03	<u>Bleach/Water Not Made Daily</u> Comments The bleach/water solution was not made fresh each day.
3 13-04	<u>Sanitizer-Manufacturer's Specs Not Followed</u> Comments The manufacturer's specifications were not followed for the sanitizer used.
2 13-05	<u>Toxic Residue Remains on Item Sanitized</u> Comments A toxic residue remained on the surface following use of a sanitizing agent.
3 13-06	<u>No MSDS for Sanitizer</u> Comments The facility failed to have Material Safety Data Sheets (MSDS) for the sanitizer used.
3 13-07	<u>MSDS Sheets Not Retained 12 Months</u> Comments The facility failed to keep MSDS sheets on file for 12 months after discontinued use of the product.

14. Access to Records (Article XV.A)	
2 14-01	<u>Department Denied Access to Records</u> Comments Department staff was not permitted access to personnel, children and facility records.

Physical Facility

16. Floor, Walls, and Ceiling – Good Repair (Article X.A)	
3 15-01	<u>Floor-Defective/Not in Good Repair</u> Comments The floor in the [] area was defective or not in good repair.
3 15-02	<u>Walls Not in Good Repair</u> Comments

	The wall in the [] room was not in good repair as evidenced by [].
3 15-03	<u>Facility Interior Not in Good Repair</u> Comments The following interior areas of the facility were observed to not be in good repair: [].
3 15-04	<u>Facility Exterior Not in Good Repair</u> Comments The following exterior areas of the facility were observed to not be in good repair: [].
3 15-05	<u>Ceiling Not in Good Repair</u> Comments The ceiling of the [] room was not in good repair as evidenced by [].
3 15-06	<u>Restroom Walls Not Impervious Material</u> Comments The walls of the [] restroom were not of an impervious material and could not be easily cleaned.
3 15-07	<u>Open Window/Door Not Screened</u> Comments A window/door left open for ventilation was not screened.

16. Storage (Article X.A and C)	
3 16-01	<u>Cot Storage Unsanitary</u> Comments The facility's storage of cots was unsanitary, in that [].
3 16-02	<u>Bed Linens Storage Unsanitary</u> Comments The facility's storage of bed linens was unsanitary, in that [].
3 16-03	<u>Inadequate Storage for Child's Use</u> Comments The facility failed to provide adequate storage space for each child's personal items.
3 16-04	<u>Improper Storage-Unnecessary Material/Equipment</u> Comments Improper storage of unnecessary materials/equipment was observed as evidenced by [].

17. Water Fountains Per Licensed Capacity (Article X.A)	
3 17-01	<u>Inadequate # of Working Fountains</u> Comments The facility did not provide adequate drinking fountains for the children in care. [] were required and [] were provided.
2 17-02	<u>Potable Water Not Available</u> Comments Potable water was not available to [].

18. Premises Clean/Sanitary/In Good Repair (Article X.A)	
3 18-01	<u>Floor Not Clean</u> Comments The floor in the [] area was not clean.
3 18-02	<u>Walls Not Clean</u> Comments The wall in the [] room was not clean.
3 18-03	<u>Ceiling Not Clean</u> Comments The ceiling in the [] room was not clean.
3 18-04	<u>Facility Unsanitary</u> Comments The following area(s) of the facility was/were not clean: [].

3 18-05	<u>Facility Interior Not Clean</u> Comments The following interior areas of the facility were observed to not be clean and sanitary: [].
3 18-06	<u>Facility Exterior Not Clean</u> Comments The following exterior areas of the facility were observed not to be clean and sanitary.[].
2 18-07	<u>Evidence of Insects</u> Comments Evidence of current insect infestation was observed.
2 18-08	<u>Evidence of Rodents</u> Comments Evidence of current rodent infestation was observed
2 18-09	<u>Pest Control-Children Occupy Room</u> Comments Pesticide application was done in a room occupied by children.
3 18-10	<u>Pest Control During Operating Hours</u> Comments Pest control involving pesticide application occurred while children were on the premises.

19. Water System DEP/DOH Standards (Article X.A, 64E-8, 62-550 and 62-555, FAC)

1 19-01	<u>Water Not Municipal-Well Not Approved</u> Comments The facility did not have a municipal water supply and the well water supply was not approved by DEP or DOH.
3 19-02	<u>No Documentation Water Supply Approved</u> Comments There was no documentation that the facility's water supply was approved.
2 19-03	<u>Bacteriological Standards Not Met</u> Comments The facility's water supply did not meet the bacteriological standards of DEP or DOH.
2 19-04	<u>Operation/Maintenance Standards Not Met</u> Comments The facility's water supply was not operated and maintained in accordance with the rules of DEP or DOH.

20. Liquid Waste (Article X.A and 64E-6)

2 20-01	<u>Sewage/Liquid Waste-Improper Disposal</u> Comments Sewage and liquid waste were not disposed of in accordance with Chapter 64E-6, F.A.C. and Palm Beach County Environmental Control Rule One as evidenced by [].
2 20-02	<u>Waste-Improper Operation/Maintenance</u> Comments Sewage and liquid waste disposal systems were not properly operated and/or maintained in accordance with Chapter 64E-6, F.A.C. and Palm Beach County Environmental Control Rule One.
3 20-03	<u>Plumbing Not Per Code/In Disrepair</u> Comments Plumbing did not comply with applicable plumbing codes and/or was not maintained in good repair.
3 20-04	<u>No Mop/Janitorial Sink</u> Comments The facility did not have a mop sink/ janitorial sink.

21. Solid Waste Collection/Storage/Disposal (Article X.A)

3 21-01	<u>Garbage-Collect/Store/Dispose Improper</u> Comments Garbage, or other refuse was not stored in a manner to maintain the premises in a clean and sanitary condition.
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22. Physical Facility: Lighting, Temperature, Ventilation (Article X.A)	
3 22-01	<u>Inadequate Ventilation</u> Comments Not all rooms were adequately ventilated.
3 22-02	<u>Temperature Not 72-82 Degrees F</u> Comments The facility's inside temperature was not maintained between 72 to 82 degrees Fahrenheit.
3 22-03	<u>Insufficient Lighting < 50 Foot Candles</u> Comments The facility failed to provide sufficient lighting equivalent to 50 foot candles on work surfaces while the room was used for instruction in the [] area.
3 22-04	<u>Insufficient Lighting < 20 Foot Candles</u> Comments The facility failed to provide sufficient lighting equivalent to 20 foot candles in the [] area to allow for supervision and safe entering and exiting of the room.

23. Toilet and Bath Facilities (Article X.D)	
3 23-01	<u>Inadequate # Toilets</u> Comments The facility did not have the number of toilets required for the licensed capacity.
3 23-02	<u>No Bathing Facilities</u> Comments The facility had neither a portable nor a permanent bath facility available for bathing children.
3 23-03	<u>Toilet/Bath Not Conveniently Located</u> Comments Toilet/bath facilities were not conveniently located for the children in care.
3 23-04	<u>Toilet Facility Opens to Food Preparation Area</u> Comments Toilet facilities in the [] area opened directly into an area where food was prepared.
3 23-05	<u>Toilet Too High-No Platform</u> Comments Toilets were not installed at a height for convenient use by children and no platform was available.
3 23-06	<u>Platform Not Safe/Easily Cleanable</u> Comments The platform provided to allow children convenient use of the toilet was not safely constructed/easily cleanable.
3 23-07	<u>Toilet Not in Working Order</u> Comments A toilet in the [] area was not in working order and was not useable.
2 23-08	<u>Toilets Not Sanitized Daily</u> Comments There was no system in place for ensuring that toilets are sanitized as needed and at least daily.
3 23-09	<u>Toilet Paper Missing</u> Comments Toilet paper was not available and within reach in all children and staff bathrooms.
3 23-10	<u>Adults Use Children's Toilet Facilities</u> Comments Adults made use of toilet facilities designated for children.
3 23-11	<u>Hand Drying Machines In Children's Bathroom</u> Comments Hand drying machines were used in children's bathrooms.

24. Housing - Facility Not Ground Level-No Building/Fire Approval (Article X.A)
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3 24-01	<u>Expansion (Facility Connected Residence)</u> Comments The expansion of the child care facility, which is physically connected to a domestic residence, is not permitted.
3 24-02	<u>Electric/Plumbing Noncompliant With Codes</u> Comments The facility's electrical installation/plumbing did not conform to required building/fire/zoning codes.
3 24-03	<u>Site Location Unsafe/Harmful Environment</u> Comments The location of the child care facility was unacceptable; unsafe or harmful environmental elements are present as evidenced by [].
2 24-04	<u>Care Not Ground Level-No Building/Fire Approval</u> Comments The child care facility had no verification of Building and Fire authorities' approval for child care provided on other than ground level.
3 24-05	<u>School Age Program in Public School</u> Comments The school age child care program that operated in a public school did not meet requirements as evidenced by [].
3 24-06	<u>1/4 Cup Bleach Not in Final Rinse-Laundry</u> Comments One quarter cup of bleach per gallon of water was not added to the final rinse of the wash cycle of the on-site laundry facility.

25. Outdoor Play Area Free of Debris/Fenced/Shaded (Article X.B)

3 25-01	<u>Debris in Area</u> Comments The facility's outdoor play area contained debris.
2 25-02	<u>Hazards in Area</u> Comments The facility's outdoor play area was observed to have [] which is hazardous.
1 25-03	<u>Water Hazard Accessible</u> Comments The facility's outdoor play area was not adequately fenced to prevent children's access to a water hazard.
2 25-04	<u>Fencing Missing/Broken/Not Secured</u> Comments The outdoor play space was not adequately enclosed; fencing was missing, broken or not safely secure as evidenced by [].
2 25-05	<u>Fence/Wall Not 4 Feet High</u> Comments The outdoor play space was not enclosed with fencing or walls a minimum of four feet high.
2 25-06	<u>No Shade Available</u> Comments The facility had no shade available on the outdoor play area.

26. Swimming Pool/Wading Pool (Article X.A and B)

1 26-01	<u>Gate Unlocked/No Key Lock</u> Comments The gate in the fence enclosing the swimming/wading pool was not locked/provided with a key lock.
3 26-02	<u>No Permit to Install Fence</u> Comments There was no verification that a permit had been obtained from the local jurisdiction for installation of the fence enclosing the swimming/wading pool.
2 26-03	<u>Pool Construction/Operation Noncompliant</u> Comments

	The construction/operation of the facility's swimming/wading pool did not meet requirements as evidenced by [].
3 26-04	<u>No Fence 4 Feet High</u> Comments The swimming/wading pool was not enclosed by a fence a minimum of four feet high.

Safety

27. Emergency Numbers Posted (Article X.F)	
2 27-01	<u>Not All Required #'s Posted</u> Comments The facility failed to have all emergency telephone numbers posted. The telephone numbers noted in letter(s) [] as follows were not posted: a) fire, b) police, c) Regional and National Poison Control, d) Florida Abuse Hotline, e) Department and f) ambulance.

28. Fire Drills/Fire Plan/Fire Inspection (Articles X.A, F and XV.E)	
2 28-01	<u>Drills Not Held Monthly</u> Comments The facility did not conduct a fire drill for the month(s) of [].
3 28-02	<u>No Record (Form 5014) of Monthly Drills</u> Comments The facility failed to complete a written record of monthly fire drills on DH-CYF Form 5014 for the month(s) of [].
3 28-03	<u>Record Missing Date/Time/# of Children</u> Comments The facility's record of the fire drill for the month of [] did not include information noted in letter(s) [] as follows: a) the date, b) number of children in attendance and c) time taken to evacuate the premises.
3 28-04	<u>Attendance Record Not Taken With Group</u> Comments Staff failed to take the daily attendance log with them when the building was evacuated during a fire drill.
3 28-05	<u>Record of Drills-Records-Not Kept 1 Year</u> Comments The facility did not maintain the record of monthly fire drills for a minimum of one year.
2 28-06	<u>No Approved Annual Fire Inspection</u> Comments The facility did not have verification of a current and approved annual fire inspection. Inspection and approval was required as of [].
2 28-07	<u>No Fire Drill by Alternate Route</u> The facility did not have verification of a fire drill conducted using an alternate route during the program year.
2 28-07	<u>No Fire Drill by at Naptime</u> The facility did not have verification of a fire drill during naptime within the program year.
2 28-07	<u>No Fire Drill by at Naptime</u> The facility did not conduct a fire in the presence of the licensing inspector.

29. Fire Extinguisher (Article X.A and F; 69A-36, FAC)	
2 29-01	<u>No Fire Extinguisher</u> Comments The facility failed to have fire extinguishers available.
2 29-02	<u>Extinguisher Not Serviced Annually</u> Comments The fire extinguisher did not have a tag or label to show it had been serviced annually.

30. Emergency Response Plan (Articles X.F and XV.E)	
3 30-01	No Emergency Evac Plan/No Diagram of Exits Comments The facility failed to have an emergency evacuation plan that included a diagram of safe evacuation routes.
3 30-02	Fire/Evacuation Plan Not Posted Comments A copy of the emergency evacuation plan including a diagram of safe exit routes was not conspicuously posted in each room of the facility. The plan was missing in the [].
3 30-03	Drop-in No Approved Evacuation Plan Comments The drop-in child care facility did not have an emergency evacuation plan approved by the Fire Authority.
3 30-04	Drop-in No Training Emergency Evacuation Comments The drop-in child care facility did not have evidence that training related to emergency evacuation had been provided to staff.
3 30-05	No Violent Weather Emergency Plan Comments The facility failed to have a written violent weather emergency response plan.
3 30-06	Incomplete Violent Weather Plan Comments The facility's written violent weather emergency plan was not complete. Information noted in number(s) [] as follows was not included: 1) identification of weather conditions requiring action and 2) an appropriate response to the weather condition.
3 30-07	Incomplete Violent Weather Response Comments The facility's violent weather emergency response plan did not include staff responses noted in number(s) [] as follows: 1) the immediate removal of children from outdoors during rainfall, lightning or thunder, 2) taking and recording attendance when evacuating or relocating children, and 3) action to be taken during field trips and transportation of children.
2 30-08	No Emergency Preparedness Plan Comments The facility failed to have a written emergency preparedness plan.
3 30-09	Incomplete Emergency Preparedness Plan Comments The facility's written was not complete and did not include: procedures for [1) inclement weather, 2.) fire, 3) lockdown, 4.) evacuation of the premises and area.
3 30-10	Drills Not Conducted Annually Comments The facility did not conduct emergency drills listed in the emergency preparedness plan at least annually.
3 30-11	Fire/Natural Disaster-Department Not Notified Comments The operator of the child care facility failed to notify the licensing agency within 24 hours following a fire or natural disaster that affected the facility.

31. Play Equipment (Article X.A, and H)	
2 31-01	Stationary Equip. Not Firmly Anchored Comments A piece of stationary outdoor play equipment, a [], was not securely anchored.
2 31-02	Sharp/Jagged Edge Exposed Comments A sharp or jagged edge was exposed on the [].
2 31-03	No Protective Fall Surface Comments The facility failed to provide a ground cover or other protective surface under the [] to reduce the

	incidence of injuries to children in the event of falls.
2 31-04	<u>Fall Surface Not Maintained</u> Comments The facility failed to maintain the ground cover/other protective surface under the [] to reduce the incidence of injuries to children in the event of falls.
3 31-05	<u>No Routine Check of Equipment</u> Comments The facility had no system for completing routine checks of equipment that included all supports above and below ground, all connectors, and moving parts.
3 31-06	<u>Water Table/Container-More Than 1 Child</u> Comments A water table/container was used by more than one child at a time.
3 31-07	<u>Water Play Tub Not Cleaned After Use</u> Comments A container used for water play was not cleaned and sanitized between each child's use.
2 31-08	<u>Equipment Not Size/Age Appropriate</u> Comments Equipment as follows was not suitable to the size and age of the [] group: [].
2 31-09	<u>Equipment/Toys Unsafe</u> Comments The following equipment and/or toys were not safe: [] as evidenced by [].
2 31-10	<u>Equipment/Toys Unsanitary</u> Comments The following equipment and/or toys were unsanitary: [].
3 31-11	<u>No System-Maintain Equipment Sanitation</u> Comments The facility had no system for maintaining the sanitary condition of the equipment.
3 31-12	<u>Items Not Capable of Being Cleaned</u> Comments The following toys and/or equipment were not capable of being maintained in a sanitary condition: [].
3 31-13	<u>Peeling Paint on Outdoor Equipment</u> Comments Peeling paint was observed on the surface of the [] in the outdoor area.
2 31-14	<u>Lead-Based Paint Accessible on Surface</u> Comments Lead-based paint was observed on the surface of the [].
3 31-15	<u>Sand/Sawdust Box Not Covered</u> Comments No cover was provided for the sand/sawdust box when it was not being used.
3 31-16	<u>Sand/Sawdust Box Retains Water</u> Comments The construction of sand/sawdust box in the outdoor play area did not allow for drainage.
2 31-17	<u>Sand/Sawdust Box Unsanitary</u> Comments The sand/sawdust box on the outdoor play area was not sanitary.
3 31-18	<u>Outdoor Equipment Retains Water</u> Comments Equipment used in the outdoor area, the [], was not constructed and maintained to allow for water drainage.

32. First Aid Supplies Complete with Manual (Article XII.A)

3 32-01	<u>Supplies Not in Labeled Container</u> Comments The first aid supplies were not kept in a covered container labeled "First Aid".
2 32-02	<u>No First Aid Kit for Field Trips</u> Comments The facility did not have a first aid kit available for field trips.

3 32-02	<u>Incomplete First Aid Kit</u> Comments The facility's first aid kit did not contain the following item(s): []
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33. Accident/Incident Reports Complete (Articles XIII.B and XV.E)

3 33-01	<u>Documentation Not Completed Same Day</u> Comments The facility failed to complete a written record of an unusual incident on the day of the occurrence.
2 33-02	<u>Parent Not Notified</u> Comments The facility failed to notify a parent when their child was involved in an unusual incident/accident.
3 33-03	<u>Incomplete Record of Incident/Accident</u> Comments The facility's documentation of an unusual incident/accident did not include information noted in number(s) [] as follows: 1) the name of the affected person, 2) date and time of occurrence, 3) description of event, 4) actions taken by whom, 5) signatures of staff and 6) parent signature.
1 33-04	<u>Suspicion of Abuse Not Reported Within 24 Hrs.</u> Comments A suspicion of abuse/abandonment/neglect was not reported by child care personnel to the Abuse Hotline, as well as the Department within 24 hours.
33-05	<u>Failure to call 911</u> Comments The facility personnel failed to call 911 immediately after a serious incident or a child sustained a serious injury.

34. Daily Attendance Log (Article XV.E)

2 34-01	<u>Attendance Log Not Completed</u> Comments The daily attendance log for the [] group was not completed to give real time information.
2 34-02	<u>Not All Names on Attendance Log</u> Comments The daily attendance log for the [] group did not include the names of all children in attendance.
2 34-03	<u>Attendance Log Not Kept with Group/Class</u> Comments The attendance log was not available for review where the group of children were located.
2 34-04	<u>Children Not Signed Out</u> Comments Child(ren) released to parent/guardian was/were not signed out by an authorized person.
3 34-05	<u>Children Not Signed In</u> Comments Children received and present in the program were not signed in as required.
3 34-06	<u>Sign In / Sign Out Missing Time</u> Comments The sign in or sign out record did not include the time the child was received or released.
1 34-07	<u>Child Released to Unauthorized Person</u> Comments A child was released to an unauthorized person without being signed out.
3 34-08	<u>Log Not Maintained 1 Year</u> Comments The facility failed to maintain the daily attendance log for a minimum of one year.
2 34-09	<u>School Age Facility- No Attendance Enter/Leave</u> Comments The daily attendance taken for the after school/school age child care facility did not include attendance taken at the beginning of the program and signing out upon leaving.

3 34-11	<u>Drop-in Facility-Incomplete Log</u> Comments The drop-in child care facility's sign-in/sign-out daily attendance log did not include information noted in number(s) [] as follows: 1) day, 2) date, 3) time of arrival and departure, and 4) signatures of the parent obtained at drop-off and pick-up.
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35. Field Trips and Swimming Activities (Articles XV.E and XVIII.A, B)

2 35-01	<u>Parents Not Advised of Field Trip</u> Comments The facility failed to advise parents in advance of a field trip.
2 35-02	<u>No Parent Permission for Field Trip</u> Comments The facility failed to obtain either general or individual parental permission for a field trip.
3 35-03	<u>Date/Time/Location Not Posted 2 Days Prior</u> Comments The facility failed to post the date, time and location of the field trip in a conspicuous location at least two working days prior to the trip.
3 35-04	<u>Permission/Manifest Not Kept 1 Year</u> Comments The facility failed to keep a copy of each field trip manifest, parental permission for field trips, and swimming consent forms on file for a minimum of one year.
2 35-05	<u>No Manifest for Facility/Staff on Trip</u> Comments A copy of the field trip manifest was not available for the facility and for staff attending the field trip.
2 35-06	<u>Manifest w/Incomplete Information</u> Comments The manifest did not include all required information. Information noted in number(s) [] as follows was missing: 1) the names of the children; 2) staff persons and volunteers attending the field trip; 3) current telephone numbers where parent(s) may be reached in the event of an emergency; and 4) the name of the specific person assigned to supervise each child.
1 35-07	<u>Swimming/Water Play-No Physical/Visual Contact</u> Comments Staff failed to provide physical or visual contact with each child during a swimming activity/water play.
1 35-08	<u>No Certified Life Guard Present</u> Comments Children were taken to a swimming facility and no certified life guard was present.
1 35-09	<u>Swimming/Water Play at Prohibited Site</u> Comments Swimming/water play occurred at a facility that is prohibited by the Department as evidenced by [].

36. Toxic/Hazardous Items (Article X.A)

2 36-01	<u>Cleaning Supplies Not Locked Away</u> Comments The facility failed to keep all cleaning supplies inaccessible to children; [] was observed [], a location accessible to children.
2 36-02	<u>Flammable Products Not Locked Away</u> Comments The facility failed to keep all flammable products inaccessible to children: [] was observed [], a location accessible to children.
2 36-03	<u>Toxic Material Not Locked Away</u> Comments The facility failed to keep all toxic materials inaccessible to children; [] was observed [], a location accessible to children.
2 36-04	<u>Unlabeled Bottle-Cleaning/Dangerous Supply</u> Comments An unlabeled bottle of [] was observed in the [].

2 36-05	<u>Irritating Odor/Toxic Fume-Children Present</u> Comments An irritating odor/toxic fume was present in a room occupied by children.
2 36-06	<u>Container With Warning Label Accessible</u> Comments A container with a warning label to keep out of the reach of children was observed accessible to children in the area of [].
2 36-07	<u>Staff Purses/Personal Items Accessible</u> Comments Staff purses or other personal items were observed accessible to children in the [].
2 36-08	<u>Smoking Observed</u> Comments Smoking was observed in the facility/on the playground/in a vehicle being used to transport children.
1 36-09	<u>Alcohol/Narcotics/Impairing Drug Observed</u> Comments Alcohol/Narcotics/Impairing drug was observed on the premises of the child care facility.
2 36-10	<u>Fire Hazard Observed</u> Comments A fire hazard, [], was observed on the premises of the child care facility.
3 3612	<u>Fan Not Permanent/Screened/Inaccessible</u> Comments Requirements for use of electric fans were not met in that fans were not permanently installed/screened/out of children's reach.
3 3613	<u>Outlets Not Covered</u> Comments The facility did not provide protective covers for electrical outlets within the children's reach.
3 3614	<u>Appliance Power Cord Accessible</u> Comments A power cord from the [] was accessible to children.
3 3615	<u>No Safety Glass</u> Comments Safety glass was not used in the [].
1 3616	<u>Firearm on Premises</u> Comments A firearm was observed on the premises.
3 3617	<u>No Hand-rail/Non-skid Treads on Stairway</u> Comments The facility failed to provide hand-rails/non-skid treads on a stairway.
3 36-18	<u>Extension Cords Used as Permanent Wiring</u> Comments Extension cords were used as permanent wiring in the [] area.

37. Pet Prohibited (Article X.A)

3 37-01	<u>No Approval for Animal on Premise</u> Comments An animal or pet was observed on the premise without prior approval of the Palm Beach County Health Department.
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38. Furniture/Bedding (Articles X.A, C; XII.J and XV.E)

3 38-01	<u>Tables/Benches/Chairs Inappropriate Size</u> Comments Tables/benches or chairs were not appropriately sized for the [] age group.
3 38-02	<u>Table/Benches/Chairs Poor Construction</u> Comments Tables/benches or chairs were not well constructed as evidenced by [].

3 38-03	<u>Tables/Chairs/Benches-Not Enough</u> Comments The facility failed to provide a sufficient number of conveniently sized tables, benches or chairs for the [] age group.
3 38-04	<u>Bedding Unsafe</u> Comments The facility failed to provide each child in care safe bedding as evidenced by [].
3 38-05	<u>Bedding Unsanitary</u> Comments The facility failed to provide each child with bedding that was sanitary as evidenced by [].
3 38-06	<u>Floor Mat-No Impermeable Surface</u> Comments Floor mats were not covered with an impermeable surface.
3 38-07	<u>Linens Not Laundered Weekly</u> Comments The facility had no system in place for laundering linens weekly or more often as needed.
3 38-08	<u>Linen Not Washed Between Use by Children</u> Comments Linens were not laundered between usage by different children.
3 38-09	<u>Mats Not 1 Inch Thick</u> Comments Floor mats in use were not at least one inch thick.
3 38-10	<u>Too Few Cots/Cribs/Beds/Mats</u> Comments The facility did not have an adequate number of cots/cribs/beds/mats for the children in care; [] bedding items were available and [] were needed.
3 38-11	<u>Towels Used for Bedding</u> Comments Towels were used as bedding for children in care.
2 38-12	<u>Exit Areas Obstructed</u> Comments Exit areas were not kept clear of all obstructions.
2 38-13	<u>Inadequate Number of Cribs</u> Comments The facility did not have a crib for each infant up to one year old. [] cribs were required and [] were available.
3 38-14	<u>No Designated Rest/Nap Area</u> Comments The child care facility had no designated area where a child could sit quietly and lie down to rest or nap.
3 38-15	<u>No Record of Bedding Assignments</u> Comments The child care facility made bedding assignments but had no record for review.
2 38-16	<u>Crib Did Not Meet Current Federal Guidelines</u> Comments The facility used [] cribs that did not meet current federal guidelines.
2 38-17	<u>Pillow/Bumper Pads/Sleep Positioner in Crib/Play Pen</u> Comments A crib/playpen occupied by an infant was observed to have a pillow/bumper pads/sleep positioner in with the infant.
2 38-18	<u>Infant Not Positioned on Back for Napping</u> Comments A young infant, not capable of rolling over, was not positioned on his/her back for napping to reduce the risk of Sudden Infant Death Syndrome (SIDS), and an alternate position was not authorized by a physician.
3 38-19	<u>18" Not Maintained Around Bedding</u> Comments The facility did not maintain a minimum distance of 18 inches around individual napping spaces.

39. Audible Alert Mechanism (Article X.A)	
2 39-01	<u>No Operable, Audible Alert on Exit</u> Comments An exit that did not open onto a safe, protected area lacked an operable, audible alert mechanism that sounded when the door was opened.

40. Control Point (Article X.A)	
2 40-01	<u>No Control Point</u> Comments The facility was not configured to have a central control point nor was there a written plan to monitor persons entering or leaving the facility.

Food and Nutrition

41. Meals and Snacks (Article XII.A and C)	
3 41-01	<u>No Mid-morning/Mid-afternoon Snack</u> Comments The facility failed to ensure that children received a mid-morning and mid-afternoon snack.
3 41-02	<u>Drop-in Care 3 or More Hrs-No Snack</u> Comments The drop-in child care facility failed to provide a snack to children in care for three or more hours.
3 41-03	<u>Drop-in Care-Snack Not Nutritious</u> Comments The snack provided by the drop-in child care facility to children in care for three or more hours was not nutritious; [] was served.
3 41-04	<u>Needs of Quantity/Quality Not Met</u> Comments The facility failed to provide meals and snacks of a quantity and quality to meet the daily nutritional needs of the children as evidenced by [].
3 41-05	<u>In Care 8 or Less Hrs-No 3 Food Servings</u> Comments Children in care for eight or fewer hours were not offered the required one meal and two snacks, or two meals and one snack.
3 41-06	<u>In Care > 8 Hrs-No 4 Food Servings</u> Comments Children in care for more than eight hours were not offered the required two meals and two snacks, or three snacks and one meal.
3 41-07	<u>Food Not at Intervals of 2-3 Hrs. Apart</u> Comments Children were not offered food at intervals of two to three hours apart when children were awake.

42. Special Diets/Food Restrictions (Articles XII.D and E)	
2 42-01	<u>Food Allergy Not Shared With Caregiver/Posted</u> Comments Information provided by parents of a child's known food allergies/special food restrictions was not shared with the child's caregivers and was not conspicuously posted.
2 42-02	<u>Special Diet-No/Incomplete Information on File</u> Comments The facility failed to maintain the physician's order and a copy of the diet for a child's special diet.

43. No Propped Bottles or Mechanical Devices (Article XII.G)	
3 43-01	<u>Bottle Propped</u> Comments An infant was observed with a propped bottle.

3 43-02	<u>Mechanical Device Used for Feeding</u> Comments An infant was observed being fed with a mechanical device, a [].
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44. Menu Posted/Filed (Article XII.F)

3 44-01	<u>Menus Not Written/Conspicuously Posted</u> Comments Meal and snack menus were not written and conspicuously posted in an area accessible to parents.
3 44-02	<u>Menus Not Dated</u> Comments Meal and snack menus were not dated.
3 44-03	<u>Substitutions Not Posted/Logged</u> Comments Substitutions to the planned menu were not posted and entered in a log book.

45. Bottles Capped and Labeled (Article XII.G)

2 45-01	<u>Bottles Not Labeled</u> Comments Bottles of formula/beverage were not labeled with the individual child's name.
3 45-02	<u>Bottles Not Capped</u> Comments Bottles of formula/beverage were not capped.

46. Food Handling (Articles XI; XV.E and Chapter 64E-11 FAC)

Food Service Type (Select One)

The facility has a Full Food Service operation.

The facility has a Limited Food Service operation

The facility has No Food Service operation (if selected the standards below should be N/A)

Is it possible to insert a dropdown menu in the inspection report for the food

3 46-01	<u>No One W/Food Manager's Certification</u> Comments The facility did not have verification that at least one person on staff had current Food Manager's Certification.
2 46-02	<u>Food Not Wholesome</u> Comments Food served was not clean, free from spoilage and safe for eating as evidenced by [].
3 46-03	<u>Snack Food Not Properly Stored</u> Comments Snack food, [], was not stored properly in a tightly sealed container or wrap.
3 46-04	<u>Bulk Snack Food Not Labeled</u> Comments A bulk snack food container was not labeled with contents.
2 46-05	<u>Food Not Stored at 41-140 Degrees F</u> Comments A food that was potentially hazardous, [], was not stored at a safe temperature: between 41 degrees Fahrenheit or below, or 140 degrees Fahrenheit or above.
3 46-06	<u>No 3-Comp. Sink/Auto Sanitize Machine</u> Comments The facility did not have a three-compartment sink or an automatic sanitizing dish machine to wash, rinse and sanitize multi-use utensils and equipment.
3 46-07	<u>Dishes With Cracks/Chips</u> Comments Dishes with cracks or chips were observed being used.

3 46-08	<u>Sharp-edged Plastic Utensils/Dishes Used</u> Comments Sharp-edged plastic utensils/dishes were observed being used.
3 46-09	<u>Disposable Plates/Cups/Utensils Not Food Grade</u> Comments Disposable plates/cups/utensils being used were not made of heavy weight paper or food grade plastic.
3 46-10	<u>Disposable Plates/Cups/Utensils Re-used</u> Comments Disposable plates/cups/utensils were re-used.
3 46-11	<u>Styrofoam Used for Children < 4 Years Old</u> Comments Styrofoam tableware was used for children under four years of age.
3 46-12	<u>Menus/Food Temperature Logs Not Kept</u> Comments Menus /Food Temperature logs were not kept for a minimum of one month.
2 46-13	<u>Children in Area-Unsupervised/No Ed. Activity</u> Comments Children observed in the food preparation area were not supervised/engaged in an educational activity.
2 46-14	<u>Food Moldy/Deteriorated</u> Comments Food, [], was moldy/deteriorated.
1 46-15	<u>Home-Canned/Made Food Served</u> Comments The facility served home-canned/homemade foods as evidenced by [].
3 46-16	<u>Refrigerator/Freezer Not At/Below 41</u> Comments A refrigerator/freezer did not maintain food at or below 41 degrees Fahrenheit. The temperature of [] was measured at [] degrees.
3 46-17	<u>No Thermometer in Refrigerator</u> Comments An accurate, conspicuous thermometer was not provided in all refrigeration/cold holding units.
3 46-18	<u>Hot Food Not Held at 140 Degrees</u> Comments The hot food was not held at or above 140 degrees Fahrenheit. The temperature of [] was measured at [] degrees.
3 46-19	<u>Food Stored in Toilet Rooms/Vestibules</u> Comments Food products, [], were stored in toilet rooms or vestibules.
3 46-20	<u>Food Stored on Floors</u> Comments Food products, [], were stored on floors.
3 46-21	<u>Food Stored on Unclean Surface</u> Comments Food products were stored on an unclean surface, [].
3 46-22	<u>Food Stored With Toxic Items</u> Comments Food products were stored with toxic substances, [].
3 46-23	<u>Food Not Properly Cooled</u> Comments Food was not properly cooled in shallow pans, an ice bath, or using rapid cooling equipment to 41 degrees Fahrenheit within four hours as evidenced by [].
3 46-24	<u>Food Not Properly Thawed</u> Comments Food was not thawed under cold-running and drained water, as part of the cooking process, in the refrigerator, or in the microwave oven as evidenced by [].
2 46-25	<u>Food Not Cooked to Proper Temperature</u> Comments Food was not cooked to the proper temperature of [] degrees Fahrenheit.

3 46-26	<u>RTE Food Not Prep. from Chilled Product</u> Comments Ready-to-eat food was not prepared from chilled products with minimal hand contact.
2 46-27	<u>No Handwash Prior to Handling Food</u> Comments A food service worker/child care provider handled food without proper handwashing.
2 46-28	<u>Food Prepared With Dirty Utensils</u> Comments A food service worker/child care provider prepared food with dirty utensils.
3 46-29	<u>Food Service Items Improperly Handled</u> Comments While serving food, a food service worker/child care provider improperly handled food service items such as the lip of the cup or eating portion of the fork or spoon.
1 46-30	<u>Food Preparation Unsafe-General</u> Comments The preparation of food made it unsafe for consumption in that [].
3 46-31	<u>Improper Sanitizing Method</u> Comments The facility was not using the proper method for sanitizing multi-use equipment in their three-compartment sink or automatic sanitizing dish machine.
3 46-32	<u>No Chemical Test Strips</u> Comments The facility did not have chemical test strips, (chlorine/iodine/quaternary ammonium) to test the concentration of their chemical sanitizer.
2 46-33	<u>Inadequate Dishwashing Facilities</u> Comments The facility did not have adequate dishwashing facilities to wash, rinse and sanitized multi-use eating and drinking utensils.
3 46-34	<u>Strength of Chemical Sanitizer Improper</u> Comments The strength of the chemical sanitizer used for multi-use eating and drinking utensils was improper in that the strength was [].
3 46-35	<u>Improper Use of 3-Compartment Sink</u> Comments The facility's three-compartment sink was improperly used for washing, rinsing, and sanitizing multi-use eating and drinking utensils in that [].
2 46-36	<u>Dishwasher Final Rinse-Temp Inadequate</u> Comments The final rinse temperature on the dishwasher did not reach a proper temperature.
3 46-37	<u>Wet Dishes Nested</u> Comments After dishes were washed and sanitized, they were stacked in a manner that did not permit dishes to be air-dried.
3 46-38	<u>Utensils Not Air-Dried</u> Comments Cleaned and sanitized utensils were not air-dried.
3 46-39	<u>Reconstituted Dry Milk Served-Beverage</u> Comments Children were served reconstituted dry milk as their beverage.

47. Cooking and Warming Devices [Article XII.H]

3 47-01	<u>Water in Crock Pot > 120 Degrees F</u> Comments A crock pot used for warming infant formula and food contained water that exceeded 120 degrees Fahrenheit.
3 47-02	<u>Crock Pot Not Emptied/Sanitized/Refilled Daily</u> Comments

	A crock pot used for warming infant formula and food was not emptied, sanitized, and refilled with fresh water at least daily.
2 47-03	<u>Heated Bottle/Food Not Tested Before Feeding</u> Comments The contents of heated bottles/foods were not tested before feeding a child.
3 47-04	<u>Infant Held While Preparing Bottle/Food</u> Comments A caregiver was observed holding an infant while preparing a bottle or food for an infant.
2 47-05	<u>Cooking/Warming Device Accessible to Children</u> Comments A cooking or warming device, a [], was accessible to children.
3 47-06	<u>Microwave Used to Warm Bottles</u> Comments A microwave oven was used for directly warming bottles.

Medication

48. Prescription Only (Article XIII.C)	
2 48-01	<u>Dispensed Nonprescribed Medication</u> Comments The facility dispensed non-prescribed medication.

49. Medication Storage (Article XIII.C)	
2 49-01	<u>Medication Not Locked Away</u> Comments Medication was not stored in a key-locked container. [] was in a location accessible to children.
3 49-02	<u>Expired Medication Not Returned to Parent</u> Comments A date expired medication was not returned to the parent.
3 49-03	<u>Medication Without Child Resistant Cap</u> Comments A medication container did not have a child resistant cap and not so provided by pharmacy or manufacturer.

50. Written Medication Authorization (Article XIII.C)	
2 50-01	<u>No System to Obtain Parent Permission</u> Comments The facility had no system for obtaining parent's written permission to dispense medication.
2 50-02	<u>Parent Authorization Incomplete</u> Comments The facility's record for medication dispensed did not include a written request signed by a parent or guardian specifying the time, amount of dosage and the name of the medication to be given.

51. Medication Log (Article XIII.C)	
3 51-01	<u>Log Not Initialed</u> Comments The facility's written log of medication dispensed did not include the initials of the adult who administered the medication.

52. Non-medicated Physical Barriers (Article XIII.D)	
3 52-01	<u>No Written Policy Directing Use</u> Comments The facility failed to have a written policy directing the use of non-medicated lotions, ointments and creams.

2 52-02	<u>No Written Parental Consent</u> Comments The facility failed to obtain written parental consent for the use of non-medicated lotions, ointments and creams.
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Communicable Disease

53. Parent Notification (Article XIV.A)

2 53-01	<u>Parents Not Advised of Child's Condition</u> Comments The facility failed to report a child's signs and symptoms of illness to the child's parents.
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54. Reporting to Public Health Department (Article XIV.C)

2 54-01	<u>No Health Department Notification</u> Comments The facility failed to immediately notify the Health Department when an outbreak of communicable disease was suspected.
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55. Isolation Area (Articles X.E and XIV.A)

3 55-01	<u>Ventilation/Heating Not Adequate</u> Comments The facility's isolation area was not adequately ventilated and heated, in that [].
3 55-02	<u>Handwashing/Toilet Not Convenient</u> Comments The facility's isolation area was not conveniently located to handwashing and toilet facilities.
3 55-03	<u>No Bed/Cot in Isolation Area</u> Comments The facility's isolation area was not equipped with a cot or bed.
2 55-04	<u>Linens Reused w/out Washing</u> Comments Linens used in the care of a child in isolation were not changed and washed prior to use by another child.
3 55-05	<u>No Designated Isolation Area</u> Comments The facility did not have an area designated for the care of an ill child.
2 55-06	<u>Child w/Signs of Illness Not Isolated</u> Comments A child suspected of having a communicable disease was not isolated.
2 55-07	<u>Child With Untreated Head Lice Present</u> Comments Facility staff permitted a child who had head lice to return before treatment had occurred.
3 55-08	<u>Used Linens Inappropriately Stored in Area</u> Comments Linens used in caring for an ill child were not stored in a closed container within the isolation area until washed.

Personnel

56. Volunteers (Article VIII.A)

3 56-01	<u>Not at Least 12 Years Old</u> Comments A volunteer for the facility did not meet the minimum age requirement of 12 years of age.
2 56-02	<u>Not Directly Supervised</u> Comments A volunteer in the facility was not under the direct supervision of child care personnel at least 18 years old.

Personnel

56. Volunteers (Article VIII.A)	
3 56-01	<u>Not at Least 12 Years Old</u> Comments A volunteer for the facility did not meet the minimum age requirement of 12 years of age.
2 56-02	<u>Not Directly Supervised</u> Comments A volunteer in the facility was not under the direct supervision of child care personnel at least 18 years old.

57. Operator 21 Years Old/Staff 18 Years or Older (Article VIII.A)	
3 57-01	<u>Operator/Director Not at Least 21 Years</u> Comments The facility's operator/director was not at least 21 years of age.
3 57-02	<u>Staff Not at Least 18 Years Old</u> Comments A staff responsible for the care of children in the [] group was not at least 18 years of age.
3 57-03	<u>No Proof of Vocational Training</u> Comments The facility failed to have proof that requirements for vocational training, "Child Care Assisting," had been completed for a 17 year old used in meeting required staff to child ratios.

58. Person in Charge (Article VIII.A)	
3 58-01	<u>Person in Charge Not at Least 21 Years</u> Comments The person in charge of the facility during the absence of the operator/director was not at least 21 years of age.
3 58-02	<u>Person Not Designated In Writing</u> Comments The person in charge during the absence of the operator/director was not designated in writing.
3 58-03	<u>No One Named to be in Charge</u> Comments There was no one designated to be in charge during the absence of the operator/director.
3 58-04	<u>Name of Person in Charge Not Posted</u> Comments The name of In the person in charge in the absence of the operator/director was not conspicuously posted.
2 58-05	<u>Person in Charge-No Knowledge of Operation</u> Comments The person in charge in the absence of the operator/director was not knowledgeable of matters pertaining to records and routine facility operations.

59. Substitute (Articles VIII.A)	
3 59-01	<u>In Charge of Group-Not 18 Years Old</u> Comments A substitute who was placed In charge of a group of children did not meet the minimum age requirement of 18 years of age.

Background Screening

60. Good Moral Character Affidavit (Article VII.A)	
3 60-01	<u>Affidavit Good Moral Character-Missing</u> Comments The personnel record for staff did not include a signed "Affidavit of Good Moral Character".

2 60-02	<u>Affidavit Good Moral Character-Not Completed</u> Personnel at the child care facility did not complete an Affidavit of Good Moral Character prior to working with children.
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61. Information Background Screening Check (Article VII.A, and B)

2 61-01	<u>Level 2 Screening Documentation Missing</u> Comments Documentation of Level 2 screening was missing for staff.
2 61-01	<u>Supplementary Screening Documents Missing, Incomplete or Inaccurate</u> Comments The following supplementary records required for screening was incomplete or inaccurate [].
2 61-02	<u>Employment History Check Missing or Incomplete</u> Comments Verification of an employment history check was not on file for personnel at the facility.
2 61-03	<u>Child Enrichment Service Providers-No Level 2 Screening</u> Comments Documentation of Level 2 screening <u>clearance</u> was missing for a child enrichment service providers who were on-site at the facility.

62. Local, State, Federal Check (Article VII.A, and F)

3 62-01	<u>Screening Clearance Missing</u> Comments Documented verification of screening clearance for staff was not available at the facility for review during inspection.
2 62-02	<u>Staff Not Cleared</u> Comments Facility staff person or employee requiring screening did not have current Level 2 clearance to work with children and was working/assisting at the facility while children were present.
1 62-03	<u>Disqualified Staff at Facility</u> Facility staff or employee who failed Level 2 background screening and was disqualified from employment was working/assisting at the facility while children were present
2 62-04	<u>Child Enrichment Service Providers-No Level 2 Screening</u> Comments Documentation of current Level 2 screening <u>clearance</u> was missing for a child enrichment service providers who were on-site at the facility.
2 62-01	<u>Local Criminal Records Check Missing</u> Comments The personnel record for staff did not include verification that a local criminal records check had been completed.
2 62-02	<u>5-Year State Criminal Rec. Check Missing</u> Comments The personnel record for staff did not include verification that the 5-year state criminal records check had been completed.
2 62-03	<u>FDLE Clearance Missing</u> Comments The personnel record for staff did not include FDLE clearance.
2 62-04	<u>FBI Clearance Missing</u> Comments The personnel record for staff did not include FBI clearance.

Personnel Records

63. Application (Article XV.D)

3 63-01	<u>Application Missing</u> Comments The personnel record for staff did not include an application with the name, address and telephone
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65. Physical Examination (Article XV.D)	
3 65-01	<p><u>Current Statement Missing</u> Comments The personnel record for staff did not include a current statement attesting that he/she was physically qualified to care for children.</p>

66. Training Requirements (Articles VI and XV.D)	
3 66-01	<p><u>No Training-Children With Disabilities</u> Comments The child care operator had no documentation to show that basic training in serving children with disabilities had been taken.</p>
3 66-02	<p><u>Training Not Recorded On CF-FSP Form 5267</u> Comments The successful completion of the 40-hour Introductory Child Care Training requirement was not recorded on CF-FSP Form 5267 or the Department's training transcript for staff.</p>
3 66-03	<p><u>40 Hours Not Begun/Completed Timely</u> Comments There are staff who failed to begin the Department's required 40-hour introductory child care training within 90 days of employment or complete the training within one year.</p>
3 66-04	<p><u>Literacy Training W/in 12 Mos.-No Documentation</u> Comments There are staff employed for at least 12 months who failed to complete the 5-clock hours or .5 CEU training in early literacy and language development of children.</p>
3 66-05	<p><u>Immunization & Health Records Training-None</u> Comments The child care operator had no documentation to show that two hours of Immunization & Health Records training had been taken.</p>
3 66-06	<p><u>Child Abuse-Identify/Report-No Training</u> Comments There are staff who did not have a statement on file that training in recognition and reporting of child abuse and neglect had been completed.</p>

67. Staff With Current CPR/First Aid (Article VI.F)	
2 67-01	<p><u>Inadequate First Aid Coverage</u> Comments The facility did not have at least one staff member present during all hours of operation with proof of current approved first aid certification.</p>
2 67-02	<p><u>First Aid-No Staff Trained on Field Trip</u> Comments The facility did not have at least one staff member present on a field trip with proof of current approved first aid certification.</p>
2 67-03	<p><u>Inadequate CPR Coverage</u> Comments The facility did not have at least one staff member present during all operating hours with proof of current approved CPR certification.</p>
2 67-04	<p><u>CPR-No Staff Trained on Field Trip</u> Comments The facility did not have at least one staff member present on a field trip with proof of current approved CPR certification.</p>

68. Child Abuse/Neglect Statement (Article VI.A)	
3 68-01	<p><u>No Statement on File</u> Comments The personnel record for staff did not include a statement that they read or had read to them and understood the contents of the pamphlet "Child Abuse and Neglect in Florida, A Guide for</p>

	Professionals."
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69. 10-Hour Annual In-service (Article VI.G)	
3 69-01	<u>10 Hours of In-service Not Completed</u> Comments The personnel record for staff did not include verification that ten hours of annual in-service training had been completed during the fiscal year ending June 30.
3 69-02	<u>Not Documented on Form 5268/Equivalent</u> Comments Documentation of the in-service training was not recorded on CF-FSP Form 5268 or an equivalent form for staff.

70. Sufficient Credentialed Staff - Credentialed Staff On-site - Minimum Time Met (Article VI. E and H; VIII.A)	
3 70-01	<u>Inadequate # of Credentialed Staff</u> Comments The facility failed to meet requirements for the number of credentialed staff. The facility was required to have at least [] credentialed staff and had [] staff who met qualifications.
3 70-02	<u>No Credentialed Director</u> Comments The person responsible for the daily operation of the child care facility had no documentation of a Director Credential.
3 70-03	<u>Director Not On Site a Majority of Hours</u> Comments The director was not on site during the inspection. The person in charge did not meet the requirements as follows: [].
3 70-04	<u>Does Not Meet Definition of Director</u> Comments The person with the Director Credential does not meet the definition of director because she/he is not responsible for the daily operation of the program.
3 70-05	<u>Credentialed Staff On-site Time Not Met</u> Comments The credentialed staff failed to meet the minimum work hours required as documented on time sheets, personnel schedules or employment records.
3 70-06	<u>Director of Centers With Overlapping Hours</u> Comments The director of the facility is designated as the director at two different facilities that have overlapping hours of operation.
3 70-07	<u>Director Credential Not Posted</u> Comments The Director Credential was not posted in a conspicuous location.
3 70-08	<u>Staff Credential Verification-CF-FSP 5206 Not On File</u> Comments CF-FSP Form 5206, Staff Credential Verification Form, was not on file for staff.

Children's Records

71. Enrollment Information (Article XV.B)	
3 71-01	<u>Form 5012/Equivalent Missing</u> Comments The facility did not have an enrollment form (CF-FSP Form 5012) or equivalent, completed and on file, for each child in care.
3 71-02	<u>Incomplete Enrollment Information</u> Comments There was incomplete information on CF-FSP Form 5012, or an equivalent form for the child(ren).

3 71-03	<u>Drop-in No Parent's Photo ID</u> Comments The drop-in care facility had no parent's photo identification bearing current address for the child(ren).
3 71-04	<u>Drop-in Parent's Photo ID Not Kept 6 Mos</u> Comments The drop-in facility did not keep on file for a minimum of 6 months each parent's photo ID bearing the current address.
3 71-05	<u>Child Enrichment Service-No Parent Permission</u> Comments The facility did not have written parental consent for each child who participated in a child enrichment service that is not part of the regular program.
3 71-06	<u>Food Allergies-No Documentation in File</u> Comments The facility did not have documentation of known food allergies for the child(ren).
3 71-07	<u>No Statement-Child's Whereabouts Procedure</u> Comments The facility did not have all parents sign a statement that they had received the procedures for verification of a child's whereabouts should the child not show for after-school or school age programs.

72. Alternate Nutrition Contract (Article XII.B)

3 72-01	<u>No Alternate Nutrition Contract</u> Comments The facility did not have a written, signed agreement for children whose parents furnish meals and snacks.
3 72-02	<u>Responsibilities Not Adequately Defined</u> Comments The facility's alternate nutrition contract did not adequately define the responsibilities of the parent/operator for meeting the child's nutritional needs.

73. Signed Receipt for CCC Brochure (Article XV.B)

3 73-01	<u>Brochure Received Statement Missing</u> Comments The facility did not have all parents sign a statement that they had received the "Know Your Child Day Care Center" brochure.
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74. Signed Receipt for Discipline (Article XV.B)

3 74-01	<u>Policy Received Statement Missing</u> Comments The facility failed to have parents sign that they had received the facility's written disciplinary practices.
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75. Physical Examination (Form 3040) (Article XV.C)

3 75-01	<u>Drop-in No Statement Re. Child's Health</u> Comments The facility had no statement from a parent attesting to the child's health.
3 75-02	<u>Drop-in Health Statement Not Kept 6 Mos</u> Comments The drop-in facility did not keep on file for a minimum of six months each parent's signed statement attesting to their child's health.
3 75-03	<u>No Form 3040 Upon Admission</u> Comments The facility did not have a Form 3040, Student Health Examination, upon admission.
3 75-04	<u>Current Form 3040 Missing</u> Comments The facility did not have a current (valid for two years) Form 3040, Student Health Examination, on file.

76. Immunization Current (Form 680) (Article XV.C)	
3 76-01	<u>Current Certificate Missing</u> Comments The facility did not have a current Form 680, Florida Certificate of Immunization, or Form 681 on file.
3 76-02	<u>Audit of Immunizations Not Completed/Submitted</u> Comments The facility operator failed to complete/submit an audit on the immunization status of all pre-school children on a quarterly basis.
3 76-03	<u>No Form 680/681 Upon Admission</u> Comments The facility did not have Form 680, Florida Certificate of Immunization, or Form 681 on file upon admission.

77. Emergency Medical Authorization (Article XV.B)	
3 77-01	<u>Authorization Missing</u> Comments The facility did not have written parental permission for emergency health care or treatment on file.

Transportation

78. Liability Insurance (Article XVII.A)	
3 78-01	<u>No Proof of Insurance Coverage</u> Comments The facility failed to have proof of liability insurance.
2 78-02	<u>No Proof of Adequate Insurance</u> Comments The facility did not have proof of the required minimum insurance coverage.
3 78-03	<u>No Written Transportation Policy</u> Comments The facility did not have written transportation policies and procedures available for review.

79. Driver (Article XVII.A)	
3 79-01	<u>Driver Lacks Current License</u> Comments The facility's driver did not have verification of a current Florida driver's license.
3 79-02	<u>Driver's Doctor Certification/Equivalent</u> Comments The personnel record did not include a copy of the driver's physician certification, or equivalent, granting medical approval to operate a vehicle.
3 79-03	<u>Driver Not at Least 18 Years Old</u> Comments The driver of a vehicle used to transport children in care was not at least 18 years of age.
3 79-04	<u>Driver-No Verification of Physical Exam</u> Comments The driver of a vehicle used to transport children in care did not have verification of an annual physical examination.
2 79-05	<u>Driver-No Current/Valid Florida License</u> Comments The driver of a vehicle used to transport children in care did not have a current valid Florida driver's license.

80. Vehicle/Child Restraint (Article XVII.A)	

3 80-01	<u>Signage-Center's Name Not on Sides</u> Comments The vehicle(s) used by the facility to transport children did not have the facility's name on each side panel in six- to eight-inch letters.
3 80-02	<u>Signage-No "Caution" Sign on Back Panel</u> Comments The vehicle(s) used by the facility to transport children did not have the wording "Caution Transporting Children" in six- to eight-inch letters on the back panel.
3 80-03	<u>Dept. Not Notified-Transport Provided</u> Comments The facility failed to provide written notification to the health department that transportation was regularly provided.
2 80-04	<u>No Annual Mechanic's Inspection</u> Comments The facility had no verification of an annual inspection by a mechanic for the vehicle(s) used to transport children.
3 80-05	<u>Mechanic Inspection-No Proof in Vehicle</u> Comments The facility did not maintain verification of the annual mechanic's inspection in the vehicle.
3 80-06	<u>No Seat Belt/Children Not Being Transported</u> Comments Individual, factory-installed or other approved child restraint was not provided in vehicles owned by the facility and designated for the transportation of children.
1 80-07	<u>No Seat Belt/Other for Each Child</u> Comments An individual, factory-installed seat belt or other approved restraint device was not provided for each child being transported at one time: [] were required and [] were provided.
1 80-08	<u>Seat Belt Not Age Appropriate</u> Comments The facility's use of seat belts was not appropriate for the age of children transported in that a child restraint device was required.
2 80-09	<u>No Driver in Vehicle while Engine Running</u> Comments The driver was not in the vehicle while children were in the vehicle and the engine was running.
2 80-10	<u>No Adult in Vehicle while Children in Vehicle</u> Comments An adult was not in the vehicle while children were in the vehicle.
2 80-11	<u>No Second Adult in Vehicle while transporting preschoolers</u> Comments The second adult or caregiver was not in the vehicle while transporting children under 5 years of age.

81. Transportation Log (Article XVII.C)	
2 81-01	<u>No Log</u> Comments The facility did not have evidence that a log was maintained for all children transported.
2 81-02	<u>Log With Missing Information</u> Comments The facility's transportation log for children transported did not include one or more of the following: each child's name/date/time of departure and arrival/signature of driver and second staff member.
3 81-03	<u>Transportation Log Not Retained 4 Months</u> Comments The facility's transportation log was not retained for a minimum of four months.
2 81-04	<u>Destination-Child Not Marked Off Log</u> Comments Upon arrival at the destination and return to the facility, it was determined that the driver of the vehicle failed to mark each child off the log as children departed the vehicle.

2 81-05	<u>Child on Vehicle-No Visual Sweep</u> Comments Upon arrival at the destination and return to the facility, the driver of the vehicle and a second adult failed to conduct a physical inspection and visual sweep of the vehicle to ensure that no child was left in the vehicle.
1 81-06	<u>Child Not Delivered to Authorized Person</u> Comments A child was not released to a responsible person authorized by the parent/guardian.
2 81-07	<u>No Child Safety Alarm</u> Comments A vehicle regularly used to transport children was not equipped with a child safety alarm device.
2 81-08	<u>No Approved Child Safety Alarm</u> Comments The child safety alarm device on a vehicle regularly used to transport children did not meet required standards.
2 81-09	<u>No Working Child Safety Alarm</u> Comments The child safety alarm device on a vehicle regularly used to transport children was not maintained in working condition.

Enforcement

82. Violation Citations Posted (Article XXLD)	
3 82-01	<u>Violation Citations Not Posted</u> Comments The facility failed to post each violation citation with the license.
3 82-02	<u>Violation Citation Not Posted 1 Year</u> Comments Each violation citation did not remain posted for the full year after its effective date.

83. Explanation/Corrective Action Posted (Article XXLD)	
3 83-01	<u>Explanation/Corrective Action Not Posted</u> Comments The facility failed to post, with each violation citation, an explanation and description of corrective action.
3 83-02	<u>Explanation/Correction Not Posted 1 Yr</u> Comments Each explanation and description of corrective action did not remain posted for the full year after its effective date.