

Division of Child Care Services

Inspection Checklist Report

Inspection: DCC Modality

This is an example of the most comprehensive checklist that may be used during an inspection.
Checklist may vary in scope based on inspection reason.

CHECKLIST

(* **Mandatory** Item)

N/O = Not Observed N/A = Not Applicable

<u>Section</u>	<u>Regulation</u>	<u>In Compliance?</u>				
413.3(g)(3)(i) *Posting of Compliance History Document	413.3(g)(3)(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.4(f) *Adequate means of egress must be provided, and children are only cared for on floors with accessible	418-1.4(f)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.4(g) *Trash and combustibles not stored in furnace rooms, indoor or outdoor areas accessible to children	418-1.4(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(a) *Suitable precautions are taken to eliminate all safety and health hazards	418-1.5(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(e) *Porches, walkways, decks and stairs with more than 2 steps have barriers to prevent falling	418-1.5(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

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418-1.5(g)

*No spa pools, fill-and-drain pools or hot tubs are used 418-1.5(g) Yes No N/O N/A P/V

418-1.8(a)

*Competent supervision is maintained at all times 418-1.8(a) Yes No N/O N/A P/V

418-1.8(j)

*Number of staff is appropriate for number of children present 418-1.8(j) Yes No N/O N/A P/V

418-1.14(k)

*At least one staff member certified in First Aid and CPR is present at all times children are in car 418-1.14(k) Yes No N/O N/A P/V

418-1.15(a)(4)

*Numbers and ages of children present are within licensed or registered capacity 418-1.15(a)(4) Yes No N/O N/A P/V

418-1.15(b)(23)

*Program has approved Director or one is approved within 90 days of prior Director ending. 418-1.15(b)(23) Yes No N/O N/A P/V

418-1.3(a)(1)

Accurate floor plan 418-1.3(a)(1) Yes No N/O N/A P/V

418-1.3(a)(2)

Approval obtained prior to changes, additions, expansions to child care area 418-1.3(a)(2) Yes No N/O N/A P/V

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418-1.3(b) Adequate light for supervision and safe egress	418-1.3(b)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(b) Adequate light, heat, and ventilation	418-1.3(b)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(d) Minimum temperature maintained	418-1.3(d)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(e) Firm, clean, and age appropriate cribs, mats or cots are provided	418-1.3(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(f) No stackable cribs	418-1.3(f)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(f) Cribs must be in compliance with CPSC	418-1.3(f)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(g) No toxic paints or finishes	418-1.3(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(h) No peeling or damaged paint or plaster	418-1.3(h)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

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418-1.3(i)

Concrete floors are covered with appropriate material 418-1.3(i) Yes No N/O N/A P/V

418-1.3(j)

Children of school age have areas separate from younger children 418-1.3(j) Yes No N/O N/A P/V

418-1.3(l)(1)

Toilets and potty chairs located apart from cooking, playing, sleeping, eating areas 418-1.3(l)(1) Yes No N/O N/A P/V

418-1.3(l)(2)

At least one working toilet per 15 children 418-1.3(l)(2) Yes No N/O N/A P/V

418-1.3(l)(3)

At least one wash basin per 15 children including infants 418-1.3(l)(3) Yes No N/O N/A P/V

418-1.3(m)

Shower or tub available for overnight care 418-1.3(m) Yes No N/O N/A P/V

418-1.3(n)

Hot and cold running water available and accessible at all times 418-1.3(n) Yes No N/O N/A P/V

418-1.3(n)

Water supply & sewage facilities are adequate 418-1.3(n) Yes No N/O N/A P/V

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418-1.3(o) All established fire lanes are unobstructed	418-1.3(o)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(o) Elevator warning signs advise occupant to use stairway during a fire	418-1.3(o)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(o) Exit signs and emergency lights function as designed	418-1.3(o)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(o) Hydrants are accessible and free of obstructions.	418-1.3(o)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(o) NYS Fire and Building Code compliance	418-1.3(o)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(o)(2) Buildings, systems, and equipment are in good repair and operational	418-1.3(o)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(p) Address number clearly visible on premises	418-1.3(p)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.3(q) Infants and toddlers have areas separate from older children	418-1.3(q)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

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418-1.3(q)(1)

For infants, 35 sq. ft. per child plus space for a crib for each child included in the capacity of t 418-1.3(q)(1) Yes No N/O N/A P/V

418-1.3(q)(2)

For toddlers, 35 sq. ft. per child plus space for cribs, cots or mats for one third of the maximum c 418-1.3(q)(2) Yes No N/O N/A P/V

418-1.3(q)(4)

Minimum of 35 sq. ft. per child, calculated excluding areas specified in regulation 418-1.3(q)(4) Yes No N/O N/A P/V

418-1.3(r)

Separate area for sick children to rest 418-1.3(r) Yes No N/O N/A P/V

418-1.3(s)

Space provided so childrens personal items are stored separately 418-1.3(s) Yes No N/O N/A P/V

418-1.4(a)

Decorations cover acceptable percentage of wall space 418-1.4(a) Yes No N/O N/A P/V

418-1.4(a)

Eliminate fire hazards 418-1.4(a) Yes No N/O N/A P/V

418-1.4(a)

No flammable or combustible items hanging from ceiling 418-1.4(a) Yes No N/O N/A P/V

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418-1.4(a)

Electrical cords, appliances, etc. are in good condition 418-1.4(a) Yes No N/O N/A P/V

418-1.4(a)

Extension cords are not run through holes in walls or through doorways, or concealed behind walls or 418-1.4(a) Yes No N/O N/A P/V

418-1.4(a)

Wiring and equipment are not an obvious fire hazard 418-1.4(a) Yes No N/O N/A P/V

418-1.4(b)(1)

Evacuation drills conducted monthly 418-1.4(b)(1) Yes No N/O N/A P/V

418-1.4(b)(2)

Evacuation drill records show that exit routes were varied 418-1.4(b)(2) Yes No N/O N/A P/V

418-1.4(b)(4)

Evacuation drills recorded monthly 418-1.4(b)(4) Yes No N/O N/A P/V

418-1.4(c)

Extinguishers are appropriate type, in designated locations and easily accessible 418-1.4(c) Yes No N/O N/A P/V

418-1.4(d)

Fire alarm and detection systems are inspected, tested and maintained in compliance with applicable 418-1.4(d) Yes No N/O N/A P/V

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418-1.4(d)(2)

All staff are instructed in using the fire alarm system 418-1.4(d)(2) Yes No N/O N/A P/V

418-1.4(e)(2)

All staff are instructed in how and when to use fire extinguishers 418-1.4(e)(2) Yes No N/O N/A P/V

418-1.4(f)(2)

Corridors, aisles and approaches to exits are unobstructed 418-1.4(f)(2) Yes No N/O N/A P/V

418-1.4(f)(3)

Exit stairways are equipped with low railings for the use of children 418-1.4(f)(3) Yes No N/O N/A P/V

418-1.4(g)

Combustible materials not stored in the furnace room 418-1.4(g) Yes No N/O N/A P/V

418-1.4(h)

Monthly fire and safety inspections performed and documented by director or designee 418-1.4(h) Yes No N/O N/A P/V

418-1.5(a)

Knives and hot cooking equipment out of reach of children 418-1.5(a) Yes No N/O N/A P/V

418-1.5(a)

Porches, walkways, decks, ramps and stairs must not present a safety or health hazard 418-1.5(a) Yes No N/O N/A P/V

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418-1.5(b)(2)

Emergency evacuation diagram is posted in every room used for child care

418-1.5(b)(2)

Yes No N/O N/A P/V

418-1.5(b)(3)(vi)

Program has developed a strategy for shelter in place

418-1.5(b)(3)(vi)

Yes No N/O N/A P/V

418-1.5(b)(4)

Two shelter in place drills are held annually

418-1.5(b)(4)

Yes No N/O N/A P/V

418-1.5(b)(5)

A record of each shelter-in-place drill is maintained on file

418-1.5(b)(5)

Yes No N/O N/A P/V

418-1.5(b)(7)

Variety of supplies, food, water and first aid sufficient for sheltering in place overnight

418-1.5(b)(7)

Yes No N/O N/A P/V

418-1.5(b)(8)

Evacuation crib or other assistive device must be available for children unable to evacuate on their

418-1.5(b)(8)

Yes No N/O N/A P/V

418-1.5(b)(9)

Evacuation crib or other assistive device must be of substantial construction

418-1.5(b)(9)

Yes No N/O N/A P/V

418-1.5(c)

No portable heating equipment, electric or fuel-fired, is in use or accessible

418-1.5(c)

Yes No N/O N/A P/V

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418-1.5(d)						
Radiators & pipes have adequate protection to prevent injury when heating system in use	418-1.5(d)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(f)						
Adequate barriers to unsafe areas	418-1.5(f)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(g)(3)						
Public Swimming pools & bathing beaches must have valid permit issued by the local health department	418-1.5(g)(3)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(l)(1)						
Pets are healthy and pose no threat	418-1.5(l)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(l)(2)						
All pets that require a license must be licensed	418-1.5(l)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(l)(3)						
All required vaccines for pets are current	418-1.5(l)(3)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(l)(7)						
Parents must be informed of pets that are regularly at the program	418-1.5(l)(7)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(l)(10)						
Reptiles and amphibians are not permitted	418-1.5(l)(10)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

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418-1.5(m)(1)

Working landline phone on premises

418-1.5(m)(1)

Yes No N/O N/A P/V

418-1.5(m)(2)

Postings of emergency telephone numbers

418-1.5(m)(2)

Yes No N/O N/A P/V

418-1.5(m)(3)

Call ID or blocking is not used to block calls from parents, the Office or other government entities

418-1.5(m)(3)

Yes No N/O N/A P/V

418-1.5(n)(1)

Furniture, play equipment and other materials are sturdy, free of sharp edges and corners

418-1.5(n)(1)

Yes No N/O N/A P/V

418-1.5(n)(2)

Play equipment is installed and used properly, in good repair, and placed in a safe location

418-1.5(n)(2)

Yes No N/O N/A P/V

418-1.5(n)(5)

New or modified outside play equipment must be in accordance with CPSC guidelines

418-1.5(n)(5)

Yes No N/O N/A P/V

418-1.5(o)

Glass panels in doorways are clearly marked.

418-1.5(o)

Yes No N/O N/A P/V

418-1.5(p)

Barriers used if window less than 32 inches from floor

418-1.5(p)

Yes No N/O N/A P/V

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418-1.5(q)						
Second floor windows that are accessible to children have barriers or locking devices to prevent fall	418-1.5(q)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(r)						
Operable flashlight or battery powered lantern kept in each classroom and maintained for use in pow	418-1.5(r)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(s)(1)						
Closet doors accessible to children must be openable from the inside	418-1.5(s)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(s)(2)						
Bathroom doors must be openable from the outside when locked	418-1.5(s)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(s)(3)						
Egress doors can be opened from the inside without a key. Protective doorknob covers prohibited on e	418-1.5(s)(3)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(t)						
Working carbon monoxide alarm(s)	418-1.5(t)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(v)						
Poisonous, toxic, flammable and dangerous items are inaccessible to children	418-1.5(v)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.5(w)						
Cleaning materials must be stored in their original container. If mixed, container must be labeled	418-1.5(w)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

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418-1.5(x)					
Firearms are prohibited at the child care program, except where exempted by law and regulation	418-1.5(x)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.5(x)					
Signage exists, as specified in regulation, stating firearms are prohibited	418-1.5(x)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.5(y)					
Outlets covered on all unused, accessible outlets and surge protectors	418-1.5(y)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.5(z)					
Strings and cords from window coverings are inaccessible to children	418-1.5(z)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.5(aa)					
Handbags, backpacks, plastic bags, small objects are inaccessible	418-1.5(aa)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.5(ab)(1)					
High chairs must have a sturdy and steady base and be used only for children who can sit up independ	418-1.5(ab)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.6(a)					
Written parental consent for each child for transportation provided or arranged by program	418-1.6(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.6(b)					
When transportation is provided by or arranged by program, parents must be informed of changes	418-1.6(b)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V

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418-1.6(c)						
Parents must be informed of and agree to a transportation plan before a child can be transported	418-1.6(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.6(d)						
Children are not left unattended in a vehicle	418-1.6(d)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.6(e)						
Children board and exit a motor vehicle only from the curb side	418-1.6(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.6(f)						
Children are secured in safety seats or seat belts when in a motor vehicle	418-1.6(f)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.6(g)						
All drivers and vehicles meet DOT & DMV requirements	418-1.6(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.6(h)						
Drivers must be 18 years of age and hold a current valid license for the type of vehicle used	418-1.6(h)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.6(i)						
Current registration and inspection stickers on vehicle	418-1.6(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.6(j)						
Parents of a child to be transported must receive in advance, the transportation plan and any amendm	418-1.6(j)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

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418-1.6(k)

No driver transporting shall operate a mobile phone or other electronic device including hands-free.

418-1.6(k)

Yes No N/O N/A P/V

418-1.6(l)

Daily transportation schedule posted.

418-1.6(l)

Yes No N/O N/A P/V

418-1.6(m)

Driver not counted in ratios unless all children are of school age

418-1.6(m)

Yes No N/O N/A P/V

418-1.7(a)(1)

Pre-School children have large motor activities available

418-1.7(a)(1)

Yes No N/O N/A P/V

418-1.7(a)(1)

Toddlers have large motor and fine motor activities available

418-1.7(a)(1)

Yes No N/O N/A P/V

418-1.7(a)(1)

A daily schedule has been established which includes daily physical activity

418-1.7(a)(1)

Yes No N/O N/A P/V

418-1.7(a)(2)

Awake infants less than 6 months are placed on stomach/back/side for short supervised periods

418-1.7(a)(2)

Yes No N/O N/A P/V

418-1.7(a)(3)

Daily schedule includes a routine of good personal hygiene practices

418-1.7(a)(3)

Yes No N/O N/A P/V

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418-1.7(c)						
Pre-School children have appropriate books available	418-1.7(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.7(c)						
Age-appropriate activities are available	418-1.7(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.7(c)						
Sufficient quantity and variety of age-appropriate materials & equipment are available	418-1.7(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.7(c)						
Toddlers have durable books available	418-1.7(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.7(d)						
Infants have freedom of movement to crawl, stand, walk, run	418-1.7(d)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.7(e)						
Children have a choice between quiet and active play	418-1.7(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.7(f)						
Staff who care for infants have interaction with and are responsive to infants	418-1.7(f)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.7(g)						
Opportunities for learning and self-expression in small and large groups is provided	418-1.7(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

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418-1.7(h)					
TV and other electronic visual media are not used solely to occupy time	418-1.7(h)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.7(h)(1)					
Television and other electronic visual media must be turned off when not part of the program plan	418-1.7(h)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.7(h)(2)					
Television and other electronic visual media must be off during meals	418-1.7(h)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.7(h)(3)					
Television and other electronic visual media must be off during nap time	418-1.7(h)(3)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.7(m)					
Children may not sleep in car seats, baby swings, strollers, infant seats or bouncy seats	418-1.7(m)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.7(o)					
Sleeping and napping arrangements are made in writing between the parent and the program	418-1.7(o)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.7(p)					
Infants are put to sleep on their backs unless medical documentation provided	418-1.7(p)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
418-1.7(q)					
Sleeping areas for infants do not have bumper pads, toys, pillow, heavy blanket, etc.	418-1.7(q)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V

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418-1.7(r)(2)

Cribs, mats, cots are located safely

418-1.7(r)(2)

Yes No N/O N/A P/V

418-1.7(r)(7)

Cribs, mats, cots are located at least two feet apart from each other

418-1.7(r)(7)

Yes No N/O N/A P/V

418-1.7(s)

Individual, clean bed coverings available

418-1.7(s)

Yes No N/O N/A P/V

418-1.7(u)

Sleeping surfaces, including bedding, do not touch when stored

418-1.7(u)

Yes No N/O N/A P/V

418-1.7(v)

No more than 1 person may occupy a cot, crib, bed or mat

418-1.7(v)

Yes No N/O N/A P/V

418-1.7(x)

Room arranged to accommodate active and quiet play, and interaction with peers

418-1.7(x)

Yes No N/O N/A P/V

418-1.7(y)

Climbing and large motor apparatus available either inside or outside

418-1.7(y)

Yes No N/O N/A P/V

418-1.7(z)

Infants must not be exposed to television and other electronic visual media

418-1.7(z)

Yes No N/O N/A P/V

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418-1.8(e)						
A qualified group teacher is required for every group of children	418-1.8(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.8(g)						
When director away from premises, person designated to act on director's behalf	418-1.8(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.8(h)						
Qualified staff is provided to fill in for absent staff member(s)	418-1.8(h)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.8(l)(3)						
Groups of children may not be mixed together unless the space is large enough to accommodate separat	418-1.8(l)(3)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.8(l)(7)						
Infants are never in mixed age groups except for continuity of care models	418-1.8(l)(7)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.8(l)(8)						
Toddlers are only in mixed age groups at start and end of program day except for continuity of care	418-1.8(l)(8)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.8(l)(9)						
When toddlers are mixed with preschool children at the very beginning or very end of day, the ratio	418-1.8(l)(9)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.8(l)(10)						
When preschool and school age children are mixed, the ratio and group size is maintained in accordan	418-1.8(l)(10)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

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418-1.8(l)(11)

Preschool and school age children may only be mixed at the very beginning and very end of the day

418-1.8(l)(11)

Yes No N/O N/A P/V

418-1.8(l)(12)

School age children can not be mixed with children under the age of 3 at any time

418-1.8(l)(12)

Yes No N/O N/A P/V

418-1.8(n)

Electronic devices for social/entertainment purposes are not used while supervising children

418-1.8(n)

Yes No N/O N/A P/V

418-1.8(p)(1)

Children are released only to approved individuals

418-1.8(p)(1)

Yes No N/O N/A P/V

418-1.8(p)(2)

Children released unsupervised only with written permission and under acceptable circumstances

418-1.8(p)(2)

Yes No N/O N/A P/V

418-1.8(p)(3)

If transportation provided program verifies that appropriate person is at child's destination

418-1.8(p)(3)

Yes No N/O N/A P/V

418-1.8(q)(1)(i)

Program requires visitors to sign in upon entry

418-1.8(q)(1)(i)

Yes No N/O N/A P/V

418-1.8(q)(2)

Visitor policy

418-1.8(q)(2)

Yes No N/O N/A P/V

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418-1.8(r)(7)

The teacher/child ratio and maximum group size in continuity of care classrooms must be applicable t

418-1.8(r)(7)

Yes No N/O N/A P/V

418-1.8(r)(8)

The continuity of care programming, furnishings, equipment and size shall meet the developmental nee

418-1.8(r)(8)

Yes No N/O N/A P/V

418-1.8(r)(9)

All proposed models of continuity of care must be submitted to the Office for review and approval pr

418-1.8(r)(9)

Yes No N/O N/A P/V

418-1.9(a)

Written behavior management policy is established and followed

418-1.9(a)

Yes No N/O N/A P/V

418-1.9(c)

Written behavior management plan provided to staff and parents

418-1.9(c)

Yes No N/O N/A P/V

418-1.9(d)

Behavior management is appropriate to age and guides children to take responsibility for their actio

418-1.9(d)

Yes No N/O N/A P/V

418-1.9(e)

Discipline relates to a child's action and is handled without delay

418-1.9(e)

Yes No N/O N/A P/V

418-1.9(f)

Children are not isolated in a closet, darkened area, or where cannot be supervised

418-1.9(f)

Yes No N/O N/A P/V

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418-1.9(g)						
Separation from group situation in accordance with regulation	418-1.9(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.9(h)						
Physical restraint is prohibited	418-1.9(h)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.9(i)						
Physical intervention is permitted only as an immediate response to prevent serious injury	418-1.9(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.9(j)						
Corporal punishment is prohibited	418-1.9(j)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.9(k)						
Food, rest, sleep are not used for disciplinary purposes	418-1.9(k)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.9(l)						
A child may only be disciplined by a director, group teacher or assistant teacher	418-1.9(l)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.9(m)						
Frightening, demeaning or humiliating techniques not used	418-1.9(m)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.10(a)						
Children are not abused or maltreated and no acts of abuse or maltreatment are tolerated	418-1.10(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

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418-1.10(c)
Suspected acts of abuse or maltreatment are reported 418-1.10(c) Yes No N/O N/A P/V

418-1.11(a)(1)
Children's health records are current 418-1.11(a)(1) Yes No N/O N/A P/V

418-1.11(a)(3)
Children's immunizations are current 418-1.11(a)(3) Yes No N/O N/A P/V

418-1.11(b)(8)
Consumption of, or being under the influence of alcohol is prohibited 418-1.11(b)(8) Yes No N/O N/A P/V

418-1.11(b)(9)
Consumption of or being under the influence of an illegal drug is prohibited 418-1.11(b)(9) Yes No N/O N/A P/V

418-1.11(b)(10)
Medications (even if prescribed) that impair ability are not used when children present 418-1.11(b)(10) Yes No N/O N/A P/V

418-1.11(b)(11)
Smoking is prohibited in areas in use by children or in vehicles when children are occupying the veh 418-1.11(b)(11) Yes No N/O N/A P/V

418-1.11(b)(12)
The director and teachers have knowledge of and access to childrens medical records and all emergenc 418-1.11(b)(12) Yes No N/O N/A P/V

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418-1.11(c)(1)

Health checks of each child conducted daily

418-1.11(c)(1)

Yes No N/O N/A P/V

418-1.11(c)(1)

Record of illnesses, injuries and signs of abuse maintained for each child

418-1.11(c)(1)

Yes No N/O N/A P/V

418-1.11(c)(2)(vii)(a)

No one under age 18 is left in sole charge of children at any time

418-1.11(c)(2)(vii)(a)

Yes No N/O N/A P/V

418-1.11(e)(1)

Medication administration only with MAT training, appropriate NYS license

418-1.11(e)(1)

Yes No N/O N/A P/V

418-1.11(f)(1)

Medication administered according to regulation

418-1.11(f)(1)

Yes No N/O N/A P/V

418-1.11(f)(2)

Medication, if administered by parent, relative, has dosages and time of administration logged by st

418-1.11(f)(2)

Yes No N/O N/A P/V

418-1.11(f)(7)(iii)

Medication administration only with written instructions for each medication for children 18 months

418-1.11(f)(7)(iii)

Yes No N/O N/A P/V

418-1.11(f)(7)(iv)

Medication not given without health care provider/prescriber information if parental instructions di

418-1.11(f)(7)(iv)

Yes No N/O N/A P/V

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418-1.11(f)(8)(i)

Medication is administered to the right child

418-1.11(f)(8)(i) Yes No N/O N/A P/V

418-
1.11(f)(8)(ii)

Medication is administered in the right dose

418-1.11(f)(8)(ii) Yes No N/O N/A P/V

418-
1.11(f)(8)(iii)

Medication is administered at the right time

418-1.11(f)(8)(iii) Yes No N/O N/A P/V

418-
1.11(f)(8)(iv)

The correct medication is administered

418-1.11(f)(8)(iv) Yes No N/O N/A P/V

418-
1.11(f)(8)(v)

Medication is administered through the right route

418-1.11(f)(8)(v) Yes No N/O N/A P/V

418-1.11(f)(9)(i)

Medication administration log completed documenting time & dosage

418-1.11(f)(9)(i) Yes No N/O N/A P/V

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418-1.11(f)(9)(ii) Medication administration log completed noting any observed side effects	418-1.11(f)(9)(ii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.11(f)(9)(iii) Medication administration log completed noting why medication not administered as prescribed	418-1.11(f)(9)(iii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.11(f)(10) Medication administration error reported to childs parent immediatly and the Office within 24 hours	418-1.11(f)(10)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.11(f)(15) Medication in original containers, both prescription and OTC	418-1.11(f)(15)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.11(f)(16) Prescription medication container labeled as specified in regulation	418-1.11(f)(16)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.11(f)(17) Medication(s) are stored appropriately and are inaccessible to children	418-1.11(f)(17)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.11(f)(20) Medication given on an ongoing basis must have consents reauthorized every 12 months for children 5	418-1.11(f)(20)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.11(f)(21) Medication given on an ongoing basis must have consents reauthorized every 6 months for children und	418-1.11(f)(21)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

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418-1.11(g)(2)

When stocking OTC medications a policy for safe storage and administration is required 418-1.11(g)(2) Yes No N/O N/A P/V

418-1.11(h)(1)

Emergency health care for children obtained as necessary 418-1.11(h)(1) Yes No N/O N/A P/V

418-1.11(h)(1)(i)

Parental consent for emergency medical treatment 418-1.11(h)(1)(i) Yes No N/O N/A P/V

418-1.11(h)(1)(ii)

Transportation arranged for any child needing emergency care and for supervision of remaining childr 418-1.11(h)(1)(ii) Yes No N/O N/A P/V

418-1.11(h)(2)

Portable first aid kit, stocked and inaccessible to children 418-1.11(h)(2) Yes No N/O N/A P/V

418-1.11(h)(3)

Rectal thermometers may not be used 418-1.11(h)(3) Yes No N/O N/A P/V

418-1.11(h)(5)

Emergency medications may be used only as specified in regulation (epi pens, Benadryl, nebulizers) 418-1.11(h)(5) Yes No N/O N/A P/V

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418-1.11(i)(1)

Staff wash their hands as required

418-1.11(i)(1)

Yes No N/O N/A P/V

418-1.11(i)(2)

Children wash or are assisted in washing their hands as required

418-1.11(i)(2)

Yes No N/O N/A P/V

418-1.11(i)(3)(iii)

Bathrooms stocked with paper or individual cloth towels

418-1.11(i)(3)(iii)

Yes No N/O N/A P/V

418-1.11(i)(4)

Hand sanitizers may be used only in accordance with regulations

418-1.11(i)(4)

Yes No N/O N/A P/V

418-1.11(i)(4)(ii)

Hand sanitizers not used for children under 2 years of age

418-1.11(i)(4)(ii)

Yes No N/O N/A P/V

418-1.11(i)(5)

Universal blood precautions followed

418-1.11(i)(5)

Yes No N/O N/A P/V

418-1.11(i)(6)

Sanitary eating area

418-1.11(i)(6)

Yes No N/O N/A P/V

418-1.11(i)(6)

All rooms and surfaces accessible to children are clean and disinfected or sanitized using an EPA re

418-1.11(i)(6)

Yes No N/O N/A P/V

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418-1.11(i)(7)

Equipment used by children is cleaned when soiled or at least weekly using an EPA registered product 418-1.11(i)(7) Yes No N/O N/A P/V

418-1.11(i)(8)

No dampness, odors, or accumulated trash on premises 418-1.11(i)(8) Yes No N/O N/A P/V

418-1.11(i)(9)

No vermin on premises 418-1.11(i)(9) Yes No N/O N/A P/V

418-1.11(i)(11)

Extensive cleaning done while children are not present 418-1.11(i)(11) Yes No N/O N/A P/V

418-1.11(i)(12)

Garbage cans covered and cleaned 418-1.11(i)(12) Yes No N/O N/A P/V

418-1.11(i)(13)

Thermometers and toys washed and disinfected as appropriate 418-1.11(i)(13) Yes No N/O N/A P/V

418-1.11(i)(14)

Individual drinking cups or disposable cups must be provided daily; drinking cups and utensils must 418-1.11(i)(14) Yes No N/O N/A P/V

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418-1.11(i)(15)

Dishes and utensils washed with hot water between uses 418-1.11(i)(15) Yes No N/O N/A P/V

418-1.11(i)(16)

Cribs, cots, beds, mats, and mattresses are cleaned between use by different children, and at least 418-1.11(i)(16) Yes No N/O N/A P/V

418-1.11(i)(18)(i)

Bathrooms kept clean with accessible toilet paper, soap, towels 418-1.11(i)(18)(i) Yes No N/O N/A P/V

418-1.11(i)(18)(iii)

Diapering area near sink not used for food prep 418-1.11(i)(18)(iii) Yes No N/O N/A P/V

418-1.11(i)(18)(iii)

Diapering area disinfected after each use 418-1.11(i)(18)(iii) Yes No N/O N/A P/V

418-1.11(i)(18)(iv)

Adequate supply of diapers available 418-1.11(i)(18)(iv) Yes No N/O N/A P/V

418-1.11(i)(18)(v)

Diapers disposed of properly 418-1.11(i)(18)(v) Yes No N/O N/A P/V

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418-1.11(i)(18)(vii)	Toileting equipment appropriate to training level of children is provided	418-1.11(i)(18)(vii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.11(i)(18)(viii)	Potty chairs are emptied and rinsed in accordance with regulations	418-1.11(i)(18)(viii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.11(i)(19)	Additional clothing available for children	418-1.11(i)(19)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.11(j)(2)	Pesticide notification complete and sent home 48 hours prior to application	418-1.11(j)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.11(j)(5)	Use of pesticides in outdoor spaces is prohibited unless approved by local health dept	418-1.11(j)(5)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.12(a)	Sufficient and nutritious snacks are available	418-1.12(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.12(e)	Supplemental food is available if no meal, or one of inadequate nutritional value is provided by par	418-1.12(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
418-1.12(g)	Meals provided by the program may accommodate personal, religious or medical needs	418-1.12(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

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Inspection: DCC Modality

418-1.12(h)											
Portion sizes suitable, seconds available	418-1.12(h)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
418-1.12(i)											
Children encouraged to feed themselves and use table manners	418-1.12(i)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
418-1.12(j)											
Sufficient time allotted for eating	418-1.12(j)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
418-1.12(k)											
Perishable food, formula and milk are refrigerated at correct temperature	418-1.12(k)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
418-1.12(l)											
Drinking water always safe and available	418-1.12(l)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
418-1.12(m)											
Disposable cups and plates and plastic eating utensils discarded after use	418-1.12(m)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
418-1.12(p)											
Program may only provide water, fluid milk or 100 percent juice	418-1.12(p)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V

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418-1.12(q)
Children over 2 years of age are served 1 percent fat or less milk 418-1.12(q) Yes No N/O N/A P/V

418-1.12(r)
Meals and snacks provided by program meet CACFP requirements 418-1.12(r) Yes No N/O N/A P/V

418-1.12(u)
Information on healthy food and beverage choices is shared with parents 418-1.12(u) Yes No N/O N/A P/V

418-1.12(w)
Parent agreement in writing specifying Infant feeding schedule 418-1.12(w) Yes No N/O N/A P/V

418-1.12(x)
Parent agreement in writing allowing staff to prepare infant formula 418-1.12(x) Yes No N/O N/A P/V

418-1.12(z)
Bottles and food items individually labeled with child's first and last name 418-1.12(z) Yes No N/O N/A P/V

418-1.12(ab)
Infant bottles and food items are not heated in microwave 418-1.12(ab) Yes No N/O N/A P/V

418-1.12(ac)
Devices used to warm milk or food for infants must not exceed 120 degrees 418-1.12(ac) Yes No N/O N/A P/V

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418-1.12(ad)

Staff and volunteer must not hold infant while removing bottle or food from warming device 418-1.12(ad) Yes No N/O N/A P/V

418-1.12(ae)

Devices used for warming bottles or food are kept out of reach of children 418-1.12(ae) Yes No N/O N/A P/V

418-1.12(ag)

Infants 6 months and younger are held while fed bottle 418-1.12(ag) Yes No N/O N/A P/V

418-1.12(ah)

Bottles are not propped during feeding 418-1.12(ah) Yes No N/O N/A P/V

418-1.12(ai)

Infants and toddlers held or placed in appropriate seat for feeding 418-1.12(ai) Yes No N/O N/A P/V

418-1.12(aj)

Children must not be placed in crib with bottle, food or drink 418-1.12(aj) Yes No N/O N/A P/V

418-1.12(al)

Food service and storage must comply with sanitary code 418-1.12(al) Yes No N/O N/A P/V

418-1.13(a)

Staff are qualified for their positions by training and experience 418-1.13(a) Yes No N/O N/A P/V

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418-1.13(a)(2)

Staff and volunteers possess the personal and physical qualities specified in regulation

418-1.13(a)(2)

Yes No N/O N/A P/V

418-1.13(b)

Background checks are conducted for all staff and volunteers as specified in regulation

418-1.13(b)

Yes No N/O N/A P/V

418-1.13(b)(1)

All applicants for employment and volunteers have provided a history of employment and experience

418-1.13(b)(1)

Yes No N/O N/A P/V

418-1.13(c)

Office has been informed of any staff/volunteer disclosing a criminal conviction

418-1.13(c)

Yes No N/O N/A P/V

418-1.13(e)

A group teacher or assistant teacher may perform administrative or supervision functions when the ca

418-1.13(e)

Yes No N/O N/A P/V

418-1.14(b)

Each identified staff and volunteer completed Federal Health and Safety training within required tim

418-1.14(b)

Yes No N/O N/A P/V

418-1.14(b)

Each identified staff supervising children alone completed Federal Health and Safety training.

418-1.14(b)

Yes No N/O N/A P/V

418-1.14(c)

Director, Staff and Volunteers with substantial contact with children complete minimum of 30 hours o

418-1.14(c)

Yes No N/O N/A P/V

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418-1.14(c)(1)

Director and any new staff complete 15 hours of training within the first 6 months 418-1.14(c)(1) Yes No N/O N/A P/V

418-1.14(c)(2)

A minimum of five (5) hours of Office-approved training must be obtained each year which addresses t 418-1.14(c)(2) Yes No N/O N/A P/V

418-1.14(d)

Director, Staff and Volunteers with substantial contact with children complete training in required 418-1.14(d) Yes No N/O N/A P/V

418-1.14(i)

Training must be approved by OCFS based on policy regarding training and trainers 418-1.14(i) Yes No N/O N/A P/V

418-1.14(l)

First Aid & CPR certificates must be appropriate to the ages of the children in care 418-1.14(l) Yes No N/O N/A P/V

418-1.15(a)(2)

Posting of license, restrictions, limitations, and waivers is required 418-1.15(a)(2) Yes No N/O N/A P/V

418-1.15(b)(5)

Submission of fraudulent or altered documents is prohibited 418-1.15(b)(5) Yes No N/O N/A P/V

418-1.15(b)(6)(i)

Information relating to a child is confidential with any disclosure in accordance with regulations 418-1.15(b)(6)(i) Yes No N/O N/A P/V

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418-1.15(b)(8)(i)
Parents have unlimited and on demand access to child(ren) 418-1.15(b)(8)(i) Yes No N/O N/A P/V

418-1.15(b)(8)(ii)
Parents have unlimited and on demand access to program site 418-1.15(b)(8)(ii) Yes No N/O N/A P/V

418-1.15(b)(8)(iii)
Parents have unlimited and on demand access to director and teachers 418-1.15(b)(8)(iii) Yes No N/O N/A P/V

418-1.15(b)(8)(iv)
Parents have unlimited and on demand access to their child's records 418-1.15(b)(8)(iv) Yes No N/O N/A P/V

418-1.15(b)(9)(iv)
Surveillance cameras are not used in place of direct supervision 418-1.15(b)(9)(iv) Yes No N/O N/A P/V

418-1.15(b)(15)
Parent conferences at child's enrollment and as needed, but at least annually 418-1.15(b)(15) Yes No N/O N/A P/V

418-1.15(b)(16)
No business or social activities conducted which divert attention from children 418-1.15(b)(16) Yes No N/O N/A P/V

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418-1.15(b)(17)(i)
Fire and police notified of hours of operation and number of children in care 418-1.15(b)(17)(i) Yes No N/O N/A P/V

418-1.15(b)(22)(i)
Posting of regulations 418-1.15(b)(22)(i) Yes No N/O N/A P/V

418-1.15(b)(22)(ii)
Posting of names, phone numbers, addresses of persons with legal authority for operation of program 418-1.15(b)(22)(ii) Yes No N/O N/A P/V

418-1.15(b)(22)(iii)
Posting of Regional Office address and phone number 418-1.15(b)(22)(iii) Yes No N/O N/A P/V

418-1.15(b)(26)
Person with program supervision function is present during all hours of operation 418-1.15(b)(26) Yes No N/O N/A P/V

418-1.15(c)(2)
Health care plan - approved 418-1.15(c)(2) Yes No N/O N/A P/V

418-1.15(c)(3)
Children's names, addresses, emergency contact information on file 418-1.15(c)(3) Yes No N/O N/A P/V

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418-1.15(c)(4)

Names and contact information for people allowed to pick up child 418-1.15(c)(4) Yes No N/O N/A P/V

418-1.15(c)(5)

Attendance records are current and accurate 418-1.15(c)(5) Yes No N/O N/A P/V

418-1.15(c)(6)

Children's daily records of illness, injury, indicators of abuse 418-1.15(c)(6) Yes No N/O N/A P/V

418-1.15(c)(6)

Children's health and immunization records, including permission for emergency treatment 418-1.15(c)(6) Yes No N/O N/A P/V

418-1.15(c)(7)

Health statements for each staff member and volunteer 418-1.15(c)(7) Yes No N/O N/A P/V

418-1.15(c)(9)

A description of program activities is available for review 418-1.15(c)(9) Yes No N/O N/A P/V

418-1.15(c)(11)

Resumes, SCR results, conviction statements, references completed for all staff 418-1.15(c)(11) Yes No N/O N/A P/V

418-1.15(c)(12)

The program must maintain on file a current daily schedule of staff and volunteer arrival and depart 418-1.15(c)(12) Yes No N/O N/A P/V

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418-1.15(c)(22)

Inspection by Health Department

418-1.15(c)(22)

Yes No N/O N/A P/V

418-1.15(c)(23)

Written procedures for ensuring the safety of a child after report of abuse or maltreatment is filed

418-1.15(c)(23)

Yes No N/O N/A P/V

418-1.15(c)(25)

Procedures for supervision of staff and volunteers on file

418-1.15(c)(25)

Yes No N/O N/A P/V

418-1.15(c)(26)(i)

Four weeks approved menus are on file when food provided on site

418-1.15(c)(26)(i)

Yes No N/O N/A P/V

418-1.15(c)(26)(ii)

CACFP approval letter, if participating

418-1.15(c)(26)(ii)

Yes No N/O N/A P/V

418-1.15(c)(26)(iii)

Description of food service arrangements if meals not prepared at program location

418-1.15(c)(26)(iii)

Yes No N/O N/A P/V

418-1.15(c)(27)

Doing Business As (DBA) Certificate

418-1.15(c)(27)

Yes No N/O N/A P/V

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418-1.15(c)(28)

Proof of insurance on file

418-1.15(c)(28)

Yes No N/O N/A P/V

418-1.15(c)(29)

Inspection of private water supply

418-1.15(c)(29)

Yes No N/O N/A P/V

418-1.15(c)(31)

Documentation on file that fire alarm systems are maintained, tested and inspected in accordance with

418-1.15(c)(31)

Yes No N/O N/A P/V

418-1.15(c)(32)

Documentation that fire suppression equipment and system are in compliance with Code is on file

418-1.15(c)(32)

Yes No N/O N/A P/V

418-1.15(c)(34)

Inspection of boiler or other heating system

418-1.15(c)(34)

Yes No N/O N/A P/V

418-1.15(d)

Certificate of Occupancy (SED)

418-1.15(d)

Yes No N/O N/A P/V

(*Mandatory Item)

N/O = Not Observed
N/A = Not Applicable
P/V = Prior Violation