

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC 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 P/V = Prior Violation

<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
414.4(f) *Adequate means of egress must be provided, and children are only cared for on floors with accessible	414.4(f)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.4(g) *Trash and combustibles not stored in furnace rooms, indoor or outdoor areas accessible to children	414.4(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(a) *Suitable precautions are taken to eliminate all safety and health hazards	414.5(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(e) *Porches, walkways, decks and stairs with more than two steps have barriers to prevent falling	414.5(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.5(g)											
*No spa pools, fill-and-drain pools or hot tubs are used	414.5(g)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.8(a)											
*Competent direct supervision is maintained at all times	414.8(a)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.8(j)											
*Number of staff is appropriate for number of children present	414.8(j)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.14(k)											
*At least one staff member certified in First Aid and CPR is present at all times children are in car	414.14(k)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.15(a)(4)											
*Numbers and ages of children present are within licensed or registered capacity	414.15(a)(4)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.15(b)(23)											
*Program has approved Director or one is approved within 90 days of prior Director ending.	414.15(b)(23)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.3(a)(1)											
Accurate floor plan	414.3(a)(1)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.3(a)(2)											
Approval obtained prior to changes, additions, expansions to child care area	414.3(a)(2)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.3(b)						
Adequate light, heat, and ventilation	414.3(b)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.3(d)						
Minimum temperature maintained	414.3(d)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.3(e)						
Clean, safe, sanitary individual sleeping arrangements provided for children who need to rest	414.3(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.3(f)						
No toxic paints or finishes	414.3(f)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.3(g)						
No peeling or damaged paint or plaster	414.3(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.3(h)						
Concrete floors are covered with appropriate material	414.3(h)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.3(i)						
Access to outdoor space which is adequate for active play. If public play area, then travel plan is	414.3(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.3(j)(1)						
Adequate, well ventilated and sanitary toilet facilities are accessible	414.3(j)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.3(j)(2)											
Toilets in stalls or other provisions in place to ensure privacy	414.3(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
414.3(j)(3)											
At least one working toilet and basin per 20 children	414.3(j)(3)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.3(k)											
Hot and cold running water available and accessible at all times	414.3(k)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.3(k)											
Water supply & sewage facilities are adequate	414.3(k)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.3(l)											
No flammable or combustible items hanging from ceiling	414.3(l)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.3(l)											
NYS Building Code compliance	414.3(l)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.3(l)											
All established fire lanes are unobstructed	414.3(l)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.3(l)											
Elevator warning signs advise occupant to use stairway during a fire	414.3(l)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.3(l)											
Exit signs and emergency lights function as designed	414.3(l)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.3(l)											
Hydrants are accessible and free of obstructions.	414.3(l)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.3(m)											
Address number clearly visible	414.3(m)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.3(n)											
Minimum of 35 sq. ft. per child, calculated excluding areas specified in regulation	414.3(n)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.3(o)											
Separate area for sick children to rest	414.3(o)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.4(a)											
Decorations cover acceptable percentage of wall space	414.4(a)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.4(a)											
Eliminate fire hazards	414.4(a)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.4(a)											
Electrical cords, appliances, etc. are in good condition	414.4(a)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.4(a)						
Extension cords are not run through holes in walls or through doorways, or concealed behind walls or	414.4(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.4(a)						
Wiring and equipment are not an obvious fire hazard	414.4(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.4(b)(1)						
Evacuation drills conducted monthly	414.4(b)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.4(b)(2)						
Evacuation drill records show that exit routes were varied	414.4(b)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.4(b)(4)						
Evacuation drills recorded monthly	414.4(b)(4)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.4(c)						
Extinguishers are appropriate type, in designated locations and easily accessible	414.4(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.4(d)(2)						
All staff are instructed in using the fire alarm system	414.4(d)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.4(e)(2)						
All staff are instructed in how and when to use fire extinguishers	414.4(e)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.4(f)(2)					
Corridors, aisles and approaches to exits are unobstructed	414.4(f)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.4(h)					
Monthly fire and safety inspections performed and documented by director or designee	414.4(h)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.5(a)					
Knives and hot cooking equipment out of reach of children	414.5(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.5(a)					
Porches, walkways, decks, ramps and stairs must not present a safety or health hazard	414.5(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.5(b)(2)					
Emergency evacuation diagram is posted in every room used for child care	414.5(b)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.5(b)(3)(vi)					
Program has developed a strategy for shelter in place	414.5(b)(3)(vi)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.5(b)(4)					
Two shelter in place drills are held annually	414.5(b)(4)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.5(b)(5)					
A record of each shelter-in-place drill is maintained on file	414.5(b)(5)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.5(b)(7)						
Variety of supplies, food, water and first aid sufficient for sheltering in place overnight	414.5(b)(7)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(c)						
No portable heating equipment, electric or fuel-fired, is in use or accessible	414.5(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(d)						
Radiators & pipes have adequate protection to prevent injury when heating system in use except as ex	414.5(d)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(f)						
Adequate barriers to unsafe areas	414.5(f)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(g)(3)						
Public Swimming pools & bathing beaches must have valid permit issued by the local health department	414.5(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
414.5(l)(1)						
Pets are healthy and pose no threat	414.5(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
414.5(l)(2)						
All pets that require a license must be licensed	414.5(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
414.5(l)(3)						
All required vaccines for pets are current	414.5(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

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.5(l)(7)						
Parents must be informed of pets that are regularly at the program	414.5(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
414.5(m)(1)						
Working landline phone on premises	414.5(m)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(m)(2)						
Postings of emergency telephone numbers	414.5(m)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(m)(3)						
Call ID or blocking is not used to block calls from parents, the Office or other government entities	414.5(m)(3)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(n)(1)						
Furniture, play equipment and other materials are sturdy, free of sharp edges and corners	414.5(n)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(n)(2)						
Play equipment is installed and used properly, in good repair, and placed in a safe location	414.5(n)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(n)(5)						
New or modified outside play equipment must be in accordance with CPSC guidelines	414.5(n)(5)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(o)						
Glass panels in doorways are clearly marked.	414.5(o)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.5(p)											
Barriers used if window less than 32 inches from floor	414.5(p)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.5(q)											
Windows above the first floor that are accessible to children have barriers or locking devices to pr	414.5(q)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.5(r)											
Operable flashlight or battery powered lantern maintained for use in power failure	414.5(r)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.5(s)(1)											
Closet door latches can be opened from the inside	414.5(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
414.5(s)(2)											
Bathroom doors must be openable from the outside when locked	414.5(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
414.5(s)(3)											
Egress doors can be opened from the inside without a key	414.5(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
414.5(t)											
Working carbon monoxide alarm(s) if children nap at the program	414.5(t)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.5(v)											
Poisonous, toxic, flammable and dangerous items are inaccessible to children	414.5(v)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.5(w)						
Cleaning materials must be stored in their original container. If mixed, container must be labeled	414.5(w)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(x)						
Firearms are prohibited at the child care program, except where exempted by law and regulation	414.5(x)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.5(x)						
Signage exists, as specified in regulation, stating firearms are prohibited	414.5(x)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.6(a)						
Written parental consent for each child for transportation provided or arranged by program	414.6(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.6(b)						
When transportation is provided by or arranged by program, parents must be informed of changes	414.6(b)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.6(c)						
Parents must be informed of and agree to a transportation plan before a child can be transported	414.6(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.6(d)						
Children are not left unattended in a vehicle	414.6(d)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.6(e)						
Children board and exit a motor vehicle only from the curb side	414.6(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.6(f)						
Children are secured in safety seats or seat belts when in a motor vehicle	414.6(f)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.6(g)						
All drivers and vehicles meet DOT & DMV requirements	414.6(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.6(h)						
Drivers must be 18 years of age and hold a current valid license for the type of vehicle used	414.6(h)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.6(i)						
Current registration and inspection stickers on vehicle	414.6(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.6(j)						
Parents of a child to be transported must receive in advance, the transportation plan and any amendm	414.6(j)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.6(k)						
No driver transporting shall operate a mobile phone or other electronic device including hands-free.	414.6(k)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.7(a)(1)						
A daily schedule has been established which includes daily physical activity	414.7(a)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.7(c)						
Age-appropriate activities are available	414.7(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.7(c)						
Sufficient quantity and variety of age-appropriate materials & equipment are available	414.7(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.7(d)						
Children may not spend the majority of program time engaging in activities while seated or focused o	414.7(d)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.7(e)						
Children have a choice between quiet and active play	414.7(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.7(h)						
TV and other electronic visual media are not used solely to occupy time	414.7(h)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.7(h)(1)						
Television and other electronic visual media must be turned off when not part of the program plan	414.7(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
414.7(h)(2)						
Television and other electronic visual media must be off during meals	414.7(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
414.8(d)						
No one under age 18 is left in sole charge of children at any time	414.8(d)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.8(e)						
A qualified group teacher is required for every group of children	414.8(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.8(g)						
When director away from premises, person designated to act on director's behalf	414.8(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.8(h)						
Qualified staff is provided to fill in for absent staff member(s)	414.8(h)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.8(l)(4)						
When children are in mixed age groups, the ratio maintained is that applicable to the youngest child	414.8(l)(4)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.8(n)						
Electronic devices for social/entertainment purposes are not used while supervising children	414.8(n)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.8(p)(1)						
Children are released only to approved individuals	414.8(p)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.8(p)(2)						
Children released unsupervised only with written permission and under acceptable circumstances	414.8(p)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.8(p)(3)						
If transportation provided program verifies that appropriate person is at child's destination	414.8(p)(3)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.8(q)(1)(i)						
Program requires visitors to sign in upon entry	414.8(q)(1)(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.8(q)(2) Visitor policy	414.8(q)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.8(r) A teacher must accompany children to the bathroom if it is accessible to the public or used by other	414.8(r)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.8(s) Children are only allowed to go to the bathroom independently as detailed in regulation	414.8(s)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.9(a) Written behavior management policy is established and followed	414.9(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.9(c) Written behavior management plan provided to staff and parents	414.9(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.9(d) Behavior management is appropriate to age and guides children to take responsibility for their actio	414.9(d)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.9(e) Discipline relates to a child's action and is handled without delay	414.9(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.9(f) Children are not isolated in a closet, darkened area, or where cannot be supervised	414.9(f)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.9(g)						
Separation from group situation in accordance with regulation	414.9(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.9(h)						
Physical restraint is prohibited	414.9(h)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.9(i)						
Physical intervention is permitted only as an immediate response to prevent serious injury	414.9(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.9(j)						
Corporal punishment is prohibited	414.9(j)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.9(k)						
Food, rest, sleep are not used for disciplinary purposes	414.9(k)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.9(l)						
A child may only be disciplined by a director, group teacher or assistant teacher	414.9(l)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.9(m)						
Frightening, demeaning or humiliating techniques not used	414.9(m)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.10(a)						
Children are not abused or maltreated and no acts of abuse or maltreatment are tolerated	414.10(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.10(c)											
Suspected acts of abuse or maltreatment are reported	414.10(c)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.11(b)(8)											
Consumption of, or being under the influence of alcohol is prohibited	414.11(b)(8)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.11(b)(9)											
Consumption of or being under the influence of an illegal drug is prohibited	414.11(b)(9)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.11(b)(10)											
Consumption of or being under the influence of a controlled substance is prohibited unless prescribe	414.11(b)(10)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.11(b)(11)											
Smoking is prohibited in areas in use by children or in vehicles when children are occupying the veh	414.11(b)(11)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.11(b)(12)											
The director and teachers have knowledge of and access to childrens medical records and all emergenc	414.11(b)(12)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.11(c)(1)											
Health checks of each child conducted daily	414.11(c)(1)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.11(c)(1)											
Record of illnesses, injuries and signs of abuse maintained for each child	414.11(c)(1)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.11(c)(1)									
Health care plan on-site and followed by all staff	414.11(c)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.11(e)(1)									
Medication administration only with MAT training, appropriate NYS license, unless given by a relativ	414.11(e)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.11(f)(1)									
Medication administered according to regulation	414.11(f)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.11(f)(2)									
Medication, if administered by relatives, limited to parents or those within third degree of consang	414.11(f)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.11(f)(2)									
Medication, if administered by parent, relative, has dosages and time of administration logged by st	414.11(f)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.11(f)(7)(ii)									
Medication administered only for one day with documentation of oral consent from parent and instruct	414.11(f)(7)(ii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.11(f)(8)(i)									
Medication is administered to the right child	414.11(f)(8)(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.11(f)(8)(ii)									
Medication is administered in the right dose	414.11(f)(8)(ii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.11(f)(8)(iii)									
Medication is administered at the right time	414.11(f)(8)(iii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.11(f)(8)(iv)									
The correct medication is administered	414.11(f)(8)(iv)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.11(f)(8)(v)									
Medication is administered through the right route	414.11(f)(8)(v)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.11(f)(9)(i)									
Medication administration log completed documenting time & dosage	414.11(f)(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			
414.11(f)(9)(ii)									
Medication administration log completed noting any observed side effects	414.11(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			
414.11(f)(9)(iii)									
Medication administration log completed noting why medication not administered as prescribed	414.11(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			
414.11(f)(10)									
Medication administration error reported to child's parent immediately and the Office within 24 hours	414.11(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			
414.11(f)(15)									
Medication in original containers, both prescription and OTC	414.11(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			

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.11(f)(16)									
Prescription medication container labeled as specified in regulation	414.11(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			
414.11(f)(17)									
Medication(s) are stored appropriately and are inaccessible to children	414.11(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			
414.11(f)(20)									
Medication given on an ongoing basis must have consents reauthorized every 12 months	414.11(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			
414.11(h)(1)									
Emergency health care for children obtained as necessary	414.11(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			
414.11(h)(1)(i)									
Parental consent for emergency medical treatment	414.11(h)(1)(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.11(h)(1)(ii)									
Transportation arranged for any child needing emergency care and for supervision of remaining childr	414.11(h)(1)(ii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.11(h)(2)									
Portable first aid kit, stocked and inaccessible to children	414.11(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			
414.11(h)(5)									
Emergency medications may be used only as specified in regulation (epi pens, Benadryl, nebulizers)	414.11(h)(5)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.11(i)(1)						
Staff and volunteers wash their hands as required	414.11(i)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(2)						
Children wash or are assisted in washing their hands as required	414.11(i)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(4)						
Hand sanitizers may be used only in accordance with regulations	414.11(i)(4)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(5)						
Universal blood precautions followed	414.11(i)(5)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(6)						
Sanitary eating area	414.11(i)(6)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(6)						
All rooms and surfaces accessible to children are clean and disinfected or sanitized using an EPA re	414.11(i)(6)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(7)						
Equipment used by children is cleaned when soiled or at least weekly using an EPA registered product	414.11(i)(7)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(8)						
No dampness, odors, or accumulated trash on premises	414.11(i)(8)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.11(i)(9)						
No vermin on premises	414.11(i)(9)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(11)						
Extensive cleaning done while children are not present	414.11(i)(11)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(12)						
Garbage cans cleaned as needed	414.11(i)(12)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(13)						
Thermometers are washed and disinfected as appropriate	414.11(i)(13)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(14)						
Individual drinking cups or disposable cups must be provided daily; drinking cups and utensils must	414.11(i)(14)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(15)						
Dishes and utensils washed with hot water between uses	414.11(i)(15)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(16)						
Cots, beds, mats, and mattresses are cleaned between use by different children, and at least monthly	414.11(i)(16)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(i)(18)(i)						
Bathrooms kept clean with accessible toilet paper, soap, towels	414.11(i)(18)(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.11(i)(18)(i)						
Bathrooms stocked with paper or individual cloth towels and individual hygiene items	414.11(i)(18)(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.11(j)(2)						
Pesticide notification complete and sent home 48 hours prior to application	414.11(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
414.12(a)						
Sufficient and nutritious snacks are available	414.12(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.12(e)						
Supplemental food is available if no meal, or one of inadequate nutritional value is provided by par	414.12(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.12(g)						
Meals provided by the program may accommodate personal, religious or medical needs	414.12(g)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.12(h)						
Portion sizes suitable, seconds available	414.12(h)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.12(i)						
Children encouraged to use table manners	414.12(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.12(j)						
Sufficient time allotted for eating	414.12(j)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.12(k)											
Perishable food and liquids must be refrigerated	414.12(k)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.12(l)											
Drinking water always safe and available	414.12(l)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.12(m)											
Disposable cups and plates and plastic eating utensils discarded after use	414.12(m)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.12(n)											
If food is heated in a microwave, it is stirred and allowed to reach serving temperature before serv	414.12(n)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.12(o)											
Staff do not force or bribe children to eat nor use food as a reward or punishment	414.12(o)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.12(p)											
Program may only provide water, fluid milk or 100 percent juice	414.12(p)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.12(q)											
When milk is served, it is 1 percent fat or less milk	414.12(q)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V
414.12(r)											
Meals and snacks provided by program meet CACFP requirements	414.12(r)	<input type="radio"/>	Yes	<input type="radio"/>	No	<input type="radio"/>	N/O	<input type="radio"/>	N/A	<input type="radio"/>	P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.12(s)					
Meals snacks and beverages provided by the parent are not subject to the CACFP requirement	414.12(s)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.12(u)					
Information on healthy food and beverage choices is shared with parents	414.12(u)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.13(a)					
Staff are qualified for their positions by training and experience	414.13(a)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.13(a)(2)					
Staff and volunteers possess the personal and physical qualities specified in regulation	414.13(a)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.13(b)					
Background checks are conducted for all staff and volunteers as specified in regulation	414.13(b)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.13(b)(1)					
All applicants for employment and volunteers have provided a history of employment and experience	414.13(b)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.13(c)					
Office has been informed of any staff/volunteer disclosing a criminal conviction	414.13(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V
414.13(d)(1)					
Person with program supervision function is present during all hours of operation	414.13(d)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A <input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.13(e) A group teacher or assistant teacher may perform administrative or supervision functions when the ca	414.13(e)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.14(b) Each identified staff and volunteer completed Federal Health and Safety training within required tim	414.14(b)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.14(c) Director, Staff and Volunteers with substantial contact with children complete 30 hours of training	414.14(c)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.14(c)(1) Director and any new staff complete 15 hours of training within the first 6 months	414.14(c)(1)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.14(c)(2) A minimum of five (5) hours of Office approved training must be obtained each year which addresses t	414.14(c)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.14(d) Training for staff meets standard for hours and topics	414.14(d)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.14(i) Training must be approved by OCFS based on policy regarding training and trainers	414.14(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.14(l) First Aid & CPR certificates must be appropriate to the ages of the children in care	414.14(l)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.15(a)(2)									
Posting of registration, restrictions, limitations, and waivers is required	414.15(a)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(b)(5)									
Submission of fraudulent or altered documents is prohibited	414.15(b)(5)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(b)(6)(i)									
Information relating to a child is confidential with any disclosure in accordance with regulations	414.15(b)(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			
414.15(b)(8)(i)									
Parents have unlimited and on demand access to child(ren)	414.15(b)(8)(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(b)(8)(ii)									
Parents have unlimited and on demand access to program site	414.15(b)(8)(ii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(b)(8)(iii)									
Parents have unlimited and on demand access to director and teachers	414.15(b)(8)(iii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(b)(8)(iv)									
Parents have unlimited and on demand access to their child's records	414.15(b)(8)(iv)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(b)(9)(iv)									
Surveillance cameras are not used in place of direct supervision	414.15(b)(9)(iv)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.15(b)(15)						
Parent conferences at child's enrollment and as needed, but at least annually	414.15(b)(15)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(b)(16)						
No business or social activities conducted which divert attention from children	414.15(b)(16)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(b)(17)(i)						
Fire and police notified of hours of operation and number of children in care	414.15(b)(17)(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(b)(22)(i)						
Posting of regulations	414.15(b)(22)(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(b)(22)(ii)						
Posting of names, phone numbers, addresses of persons with legal authority for operation of program	414.15(b)(22)(ii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(b)(22)(iii)						
Posting of Regional Office address and phone number	414.15(b)(22)(iii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(c)(2)						
Health care plan - approved	414.15(c)(2)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(c)(3)						
Children's names, addresses, emergency contact information on file	414.15(c)(3)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.15(c)(4)						
Names and contact information for people allowed to pick up child	414.15(c)(4)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(c)(5)						
Attendance records are current and accurate	414.15(c)(5)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(c)(6)						
Children's daily records of illness, injury, indicators of abuse	414.15(c)(6)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(c)(6)						
Children's health records, including current medications and permission for emergency treatment	414.15(c)(6)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(c)(7)						
Health statements for each staff member and volunteer	414.15(c)(7)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(c)(9)						
A description of program activities is available for review	414.15(c)(9)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(c)(11)						
Resumes, SCR results, conviction statements, references completed for all staff	414.15(c)(11)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V
414.15(c)(12)						
The program must maintain on file a current daily schedule of staff and volunteer arrival and depart	414.15(c)(12)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.15(c)(22)									
Inspection by Health Department	414.15(c)(22)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(c)(23)									
Written procedures for ensuring the safety of a child after report of abuse or maltreatment is filed	414.15(c)(23)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(c)(25)									
Procedures for supervision of staff and volunteers on file	414.15(c)(25)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(c)(26)(i)									
Four weeks approved menus are on file when food provided on site	414.15(c)(26)(i)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(c)(26)(iii)									
Description of food service arrangements if meals not prepared at program location	414.15(c)(26)(iii)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(c)(27)									
Doing Business As (DBA) Certificate	414.15(c)(27)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(c)(28)									
Proof of insurance on file	414.15(c)(28)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			
414.15(c)(29)									
Inspection of private water supply	414.15(c)(29)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/O	<input type="radio"/> N/A	<input type="radio"/> P/V			

New York State Office of Children and Family Services

Division of Child Care Services

Inspection Checklist Report

Inspection: SACC Modality

414.15(c)(30)

Certification regarding environmental hazards, including radon and lead

414.15(c)(30)

Yes No N/O N/A P/V

414.15(c)(31)

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

414.15(c)(31)

Yes No N/O N/A P/V

414.15(c)(32)

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

414.15(c)(32)

Yes No N/O N/A P/V

414.15(c)(34)

Inspection of boiler or other heating system

414.15(c)(34)

Yes No N/O N/A P/V

414.15(d)

Certificate of Occupancy (SED)

414.15(d)

Yes No N/O N/A P/V

(* Mandatory Item)

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