

**FACILITY SAFETY REVIEW SHEET**  
FOR NON-LICENSED PROVIDERS

Provider's Name:			
Provider's DoB:			
Street Address:			
Mailing Address:			
Email Address:			
Telephone Number:		Providers Social Security #: xxx-xx-	
Mobile Telephone:		Vendor ID: (Format: Initials-year-CC)	
Name of Reviewer: (Please Print Clearly)		Date of Review:	

<b>SAFETY ISSUES REVIEWED</b>	<b>MET</b>	<b>NOT MET</b>	<b>N/A</b>	<b>Reviewer's Initials</b>
Inspection by QVIR CCDF Representative, Parent, Guardian				
Provider is at least 18 years of age				
Provider is a Relative-Exempt Caregiver – Grandparent, Aunt, Uncle, or Sibling (living outside of the child's home)				
Adult is continuously present while children are in care				
<b>Home Setting Safety:</b>				
Nobody smokes or has lighted cigarettes around children at any time while children are in care.				
Home is properly heated for the comfort of child				
Home is properly lighted for the comfort of child				
Home is properly ventilated for the comfort of child				
Home has active Telephone services				
Safety Covers are on all electrical outlets with children under the age of 5				
Fireplaces or open-faced heaters/furnaces are properly screened				
Doors to rooms that children can enter, such as bathrooms, can be easily opened from the outside by child or by an adult				
Doorways to unsupervised or unsafe areas are closed and locked unless the doors are used for emergency exits				
Rooms that are not meant for care must always be locked				
Stairs are fenced or barricaded if any child in care is under the age of 5				
Firearms, projectile toys, darts, and cap pistols are not kept in the childcare setting or are locked and inaccessible to children in care; Ammunition is stored and locked away separately from firearms.				
Current T.B. Clearance for all Child Care Providers and any adult living in home				
Fingerprint (Trustline) Clearance for Providers and adults living in home.				
<b>Emergency Safety and Preparedness:</b>				
Home has an Emergency Preparedness Plan and Policy				
Home has a log for Emergency Drills: Fire, Earthquake, and Active Shooter				
Home has a determined – Safe spots determined for different types of emergencies				
Home has emergency contacts visible by Telephone				
Home contains an Emergency Information Card for each child in care				
A well-stocked first aid kit is accessible to all caregivers				

Home contains an approved and regulated fire extinguisher and a working smoke alarm				
Home contains working smoke alarm				
For Providers with 7 or more children in care, proof of fire clearance is required				
For Providers with any non-ambulatory children in care, proof of fire clearance is required.				
<b>Hazardous Substance Safety</b>				
Home has a Prevention and Control of Infectious Disease Policy				
Ill children evaluated and isolated if infectious				
Poisons, Medicines, and other hazardous substances are inaccessible to children. <u>Kitchen:</u> All Sharp utensils and cutlery, cleaning supplies, medicines, drawers and cabinets with liquor, plastic bags, and sharp things or small things children can swallow, etc. <u>Bathroom:</u> shampoo, mouthwash, toothpaste, medicines, perfumes/lotions/cosmetics, solvents, etc. <u>Garage or Outdoors:</u> Solvents, gasoline, oil, turpentine, paint, sharp tools, lawn mower, power tools, gardening tools, poisonous plants, abandoned machinery, old refrigerators/freezers, old vehicles, etc. <u>Plants</u> Poisonous plants are not present either indoors or outdoors in the childcare areas				
<b>Outdoors</b>				
<p style="text-align: center;"><b>Home <u>does not</u> have a Body of water at facility site. <input type="checkbox"/></b></p> <p style="text-align: center;">Or</p> <p>Home <u>does</u> have a _____ covered or fenced.</p> <p>The fence is at least 5 feet high with a self-latching gate that opens away from the pool of body of water. If using a cover, it must support the weight of an adult and shall be locked when pool is not in use.</p>				
Outdoor play area is fenced or barricaded if any child in care is under the age of 5 the provider must be always in direct supervision; <b>if not fenced or barricaded the plan for supervision is:</b>				
All play equipment is in working condition				
All play equipment is checked regularly to ensure the safety of the child				
<b>Additional Concerns or Comments</b>				

<b>Provider's Understanding</b>	<b>Understand</b>	<b>Don't Understand</b>	<b>Reviewer's Initials</b>
I understand I must be at least 18 years of age			
If someone living in my home has been convicted of or has a charge pending for, a crime against a child I must report to QVIR CCDF prior to subsidy approval			
All visitors and members of my household shall be in physical and mental health that will not bring harm to the health and well-being to any child in my care			
Each floor used for childcare has at least two unblocked exits and a smoke detector			
Children are never left alone in infant seats on tables or other high surfaces			
Unsupervised Children are not permitted to play with any type of plastic bag, balloon or latex vinyl gloves			
Toys must be too large to fit completely into a child's mouth and have no small, detachable parts to cause choking for a child under the age of 4; this includes but is not limited to, coins, safety pins, marbles, etc.			
Outdoor area is clear of hazardous materials and obstacles			
Home has safe toys, play equipment and materials. Play equipment is securely anchored according to manufacturer directions.			
Pets are free from diseases and are maintained in a sanitary manner			
Trash is always covered and is stored away from heaters or other heat sources			
Infants and toddlers are not permitted to eat small objects and foods that may easily cause choking, such as hot dogs, hard candy, seeds, nuts, popcorn, and uncut rounds foods such as whole grapes and olives			
Children under the age of 2 are always put to bed on their backs			
Cribs, playpens, and highchairs are used properly and according to the manufacturer's recommendations for age and weight. Cribs have no corner posts.			
All handrails are attached to walls correctly			
Stairway gates are locked in place when infants or toddlers are nearby. Gates should have openings small enough to prevent a child's head from fitting through. No accordion-type gates are used.			
Current T.B. Clearance for all Child Care Providers and any adult living in home			
Current Immunizations records for children in care must be always available			
Fingerprint (Trustline) Clearance for Providers and adults living in home.			
All Providers must complete 10 hours of Health and Safety trainings annually; not complying with this requirement may result in provisional suspension.			

Additional Examples of problems to watch for: rusty nails, broken glass, peeling paint; exposed electrical wires.

\_\_\_\_\_  
Signature Parent or Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature Non-Licensed Provider

\_\_\_\_\_  
Date