

LICENSE EXEMPT FACILITIES AND PROGRAMS (updated 03/2022)

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FOCUS

FOLLOW-UP

Review the facility information and note any needed updates. After the inspection, review violations and reminders. Have the person in charge sign and date this page.

Name and Facility ID Number

Location Address

Phone Number

Email

Contact Person

Schedule

Inspection Date

Start Time

End Time

Licensors(s)

Notes – including information from Sticky Notes

Number of violations

The licenser reviewed noncompliance and explained violations must be corrected by their due date to avoid Civil Money Penalties.

Signature and Date

No signature due to comp issues

Complete the following.						
Annual Unannounced and Annual Announced Inspections Only: Review the CCL-NAICS Report. The facility is not on the report. All employees on the report are eligible. This is not an Annual Unannounced or Annual Announced Inspection.						
Assess compliance with rules.						
U=Annual Unannounced Inspection		C=compliance		NC=noncompliance		NA=Not Assessed
A=Annual Announced Inspection		CDI=Corrected During Inspection		M=Moderate		H=High
Number	Rule 8-	C	NC	NA	Correction Date	Risk
Exempt Application and Public Notice Required						
4(2) U, A	Providers listed in this subsection shall submit to the department, each year the program is open for business, an <u>application for verification of license exempt status</u> on the form provided by the department. Expiration Date of the Current Exemption:					M
4(3) (a)-(b) U, A	Providers listed in this subsection shall post, in a conspicuous location near the entrance of the provider's facility, a <u>notice prepared by the Department</u> that states that the facility is exempt from licensure and certification; and provides the department's contact information for submitting a complaint.					M
Notes						

Number	Rule 8-	C	NC	NA	Correction Date	Risk
Background Check Requirements						
5(4) (a)-(b) U, A	Before a <u>new covered individual</u> becomes involved with child care in the program, the provider shall use the CCL provider portal search to: verify that the individual is <u>eligible</u> and <u>associate</u> that individual with their facility is the covered individual appears in the search.					M
5(5) (a)-(e) U, A	Before a <u>new covered individual who does not show in the CCL provider portal search</u> becomes involved with child care in the program, the provider shall: have the individual submit an online background check form and fingerprints for individuals age 18 years and older, authorize the individual's background check through the CCL provider's portal, pay all required fees, and receive written notice from CCL that the individual is <u>eligible</u> .					H
5(6) (a)-(c) U,A	To keep their background check eligibility current, the provider shall also ensure that a <u>new background check form and fingerprints</u> are submitted and authorized and fees are paid for any covered individual who has <u>resided outside of Utah</u> since their last background check was completed, <u>has not been associated</u> with an active CCL approved child care facility within the past 180 days, or who has <u>turned 18 years old</u> and has not previously submitted fingerprints for a CCL background check. If the 18-year-old has previously submitted fingerprints for a CCL background check, only a new background check form will be required.					M
5(13) U, A	If a <u>covered individual fails to pass a CCL background check</u> , including that the individual has been convicted, has pleaded no contest, or is currently subject to a plea in abeyance or diversion agreement for a felony or misdemeanor, the provider shall prohibit that individual from being employed by the child care program or residing at the facility until the reason for the denial is resolved.					H
Notes						