

 Utah Department of Health & Human Services Licensing & Background Checks		Child Care OST Inspection Checklist R381-70: Childcarelicensing.utah.gov				This inspection checklist is the tool CCL licensors use to ensure consistency for every inspection. (Revised 08/2023)			
Facility Name: Jewish Community Center Out of		Facility ID:	(F10-28675)	Phone Number:		(801) 581-0098		Notes / Sticky Notes	
Address:		2 N Medical Center Drive Salt Lake City, UT, 84113			Email Address:		kpardini@slcjcc.org		
Number of Rooms for Capacity:						3			
Director:		Approved Capacity:	300	Number of Rooms Used:		3			
License Expiration Date:		05/31/2025	Last Announced:	3/29/2024	Last Unannounced Inspection:				10/18/2024
Please Review The following items prior to the inspection: (Mark with a check mark if completed and make and necessary notes)				Please review the following items during the inspection: (Mark with a check mark if completed and make and necessary notes)					
☒	DWS Eligible			☒	Sex Offender Registry		Reviewed		
☒	W-9 Submitted	Submitted on 8/5/2021		☒	DWS Payment to Provider Terms and Conditions signed (If required)		NA		
☒	DAS Review	04/15/2025		☒	Safety Glass		4/20/2023 safety glass		
☒	Facility Personnel Listed in UCCLAPP	Reviewed 4/15/25		☒	Training assessed at this inspection?		Yes		
☒	NAICS (North American Industry Classification System) Verified?			☒	Capacity at time of inspection <i>including</i> children being transported or on offsite activities		30		
☒	GRANT Verification NEEDED?	☒	Grant Verification COMPLETE?	☒	Current Variances		18(8) and 13(9)		
Additional Notes									
On-Site Technical Assistance Worksheet									
Inspection Information:									
- All areas that are inaccessible to children in care must remain inaccessible for this inspection. During the inspection, the licensor will ask to have locked areas unlocked. All accessible areas must be compliant with all applicable rules during the inspection.									
- I will email you this inspection checklist after the inspection is completed. I will send you an official inspection report once this inspection has been approved by CCL management.									
- If the only rule noncompliances are documentation and/or records, please submit them to Licensing by the correction required date listed. A licensor may conduct a follow-up inspection to verify compliance and ensure ongoing compliance maintenance.									
- You may submit feedback on this inspection through your Child Care Licensing Portal or at https://childcarelicensing.utah.gov/EvalForm.html									

Signature Information									
Inspection Type:	Announced	Date:	4/15/2025	Time Started:	3:00 PM	Time Ended:	4:45 PM		
Number of Rule Noncompliances:	0	Name of Individual Informed of this Inspection:			Karla Pardini				
Licensor(s) Conducting this Inspection:		Cassi Hess			CCL Staff Observing Inspection:		N/A		
☒	CCL licensor reviewed compliance.	Sign or type name and date this inspection was reviewed:							
Ratio and Group Size Verification									
The information regarding classroom ratios and group size was verified and electronically recorded for the Office of Child Care during the Licensing Inspection. If you have any questions about the Child Care Quality System, please contact your local Care About Childcare.									
Name of Individual Informed of Outcome					Type or sign name below:				
					Karla Pardini				



Utah Department of
Health & Human Services
Licensing & Background Checks

Child Care OST Inspection Checklist

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inspection.

Licensors Introductory Items



Introduction of any unknown CCL staff to the provider



ASK: How many hot water tanks are in the facility? Do any of the
sinks have mixing valves?



Give a brief explanation of the inspection process to the provider



ASK: Have any windows been replaced since the last Announced
Inspection? If YES: A new safety glass form must be filled out. If the
safety glass form indicates safety glass wasn't needed due to a
barrier, verify the windows are still compliant.



ASK: the provider if they want you to tell staff about rule
noncompliances as you conduct the walk- though, or wait until the
inspection is over to tell them.



ASK: Where do you store medications?



If the program transports children, let the owner/director know that at
some point during the inspection you will need to inspect the vehicles
used to transport children.



ASK: Where is the first aid supplies for the facility and field trips?



ASK Are parts of the facility rented or lived in? If YES: Review the signed
lease agreement and verify that there is a separate mailing address, a
separate entrance and that there are no connecting unlocked interior
doorways.



Wash hands or use hand sanitizer before touching items in the
facility.



Confirm hours of operation

General Notes

RULE NONCOMPLIANCE SUMMARY

Rule #		Rule Description	C	NC	NA	Compliance Required By:	Corrected During Inspection	RISK: Low Moderate High Extreme	Notes
		liant							
NA = Not Assessed during this inspection									
Section 4: License Application, Renewal, Changes, and Variances									
70-4(3)(a)-(h)		If the local fire authority states that an applicant for a new license or a renewal does not require a fire inspection, the department shall verify the applicant's compliance. ASK: Are you in compliance with your local fire authority?	☒	☐	☐		☐	M	
70-4(4)(a)-(j)	P	If an applicant for a new license or a renewal serves food and the local health department states that a kitchen inspection is not required, the department shall verify the applicant's compliance. ASK: Are you in compliance with your local health department?	☒	☐	☐		☐	M	
70-4(12)(a)-(f)		A provider shall submit a complete application to amend an existing license atleast 30 days before any of the following changes: (a) an increase or decrease of licensed capacity, including any change to the amount of usable indoor or outdoor space where child care is provided; (b) a change in the name of the program; (c) a change in the regulation type of the program; (d) a change in the name of the provider; (e) an addition or loss of a director; or (f) a change in ownership that does not require a new license.	☒	☐	☐		☐	L	
Section 5: Penalties, and Appeals			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-5(4)(e)		The department may deny or revoke a license if the child care provider) fails to allow authorized representatives of the department access to the facility to ensure compliance with this rule	☐	☐	☐		☐	M	
Section 6: Administration and Children's Records			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-6(3)		The provider shall protect children from conduct that endangers children in care, or is contrary to the health, morals, welfare, and safety of the public.	☐	☐	☐		☐	L, M, H	

70-6(6)	The provider shall post their unaltered child care license on the facility premises in a place readily visible and accessible to the public.	☒	☐	☐		☐	L	
70-6(7)	The provider shall post a current copy of the department's Parent Guide at the facility for parent review during business hours.	☒	☐	☐		☐	L	
70-6(8)	The provider shall inform parents and the department of any changes to the program's telephone number and other contact information within 48 hours of the change.	☒	☐	☐		☐	L	
70-6(9)(a)-(b)	The provider shall: (a) have liability insurance, or (b) inform parents in writing that the provider does not have liability insurance.	☒	☐	☐		☐	L	
70-6(10)	The provider shall ensure that a parent completes an admission and health assessment form for their child before the child is admitted into the child care program.	☒	☐	☐		☐	M	
70-6(11)(a)-(m)	The provider shall ensure that each child's admission and health assessment form includes the following information: (a) child's name; (b) child's date of birth; (c) parent's name, address, and phone number, including a daytime phone number; (d) names of individuals authorized by the parent to sign the child out from the facility; (e) name, address, and phone number of an individual to be contacted if an emergency happens and the provider cannot contact the parent; (f) if available, the name, address, and phone number of an out-of-area emergency contact individual for the child; (g) parent's permission for emergency transportation and emergency medical treatment; (h) any known allergies of the child; (i) any known food sensitivities of the child; (j) any chronic medical conditions that the child may have; (k) instructions for special or nonroutine daily health care of the child; (l) current ongoing medications that the child may be taking; and (m) any other special health instructions for the caregiver.	☒	☐	☐		☐	L, M	
70-6(12)(a)-(b)	The provider shall ensure that the admission and health assessment form is: (a) reviewed, updated, and signed or initialed by the parent at least annually; and (b) kept on-site for review by the department.	☒	☐	☐		☐	M	

Section 7: Personnel and Training Requirements			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-7(2)		The provider shall ensure that the center has a qualified director as required by licensing rules.	☒	☐	☐		☐	M	
70-7(3)(c)		The provider shall ensure that the director receives at least 2-1/2 hours of preservice training before beginning job duties;	☒	☐	☐		☐	L, M	
70-7(3)(f)		The provider shall ensure that the director completes at least 10 hours of child related training each year based on the facility's license date, or at least 45 minutes of child related training each month they work if hired partway through the facility's licensing year.	☐	☐	☐		☐	M	
70-7(5)		The provider shall ensure that the director is on duty at the facility during operating hours for at least 50% each time the program is open and has sufficient freedom from other responsibilities to manage the center and respond to emergencies.	☒	☐	☐		☐	M	
70-7(6)		The provider shall ensure that there is a director designee with authority to act on behalf of the director in the director's absence.	☒	☐	☐		☐	M	
70-7(7)(c)		The provider shall ensure that the director designee receives at least 2-1/2 hours of preservice training before beginning job duties.	☒	☐	☐		☐	L, M	
70-7(7)(e)		The provider shall ensure that the director designee completes at least 10 hours of child related training each year based on the facility's license date, or at least 45 minutes of child related training each month they work if hired partway through the facility's licensing year.	☒	☐	☐		☐	M	
70-7(7)(f)*		The provider shall ensure that the director designee has current first aid and cardio pulmonary resuscitation (CPR).	☒	☐	☐		☐	M	
70-7(8)		The provider shall ensure that the director or the director designee is present at the facility when the center is open for care.	☒	☐	☐		☐	M	
70-7(9)(c)		The provider shall ensure that staff working with children receive at least 2-1/2 hours of preservice training before working with children.	☒	☐	☐		☐	L, M	
70-7(9)(e)		The provider shall ensure that staff working with children complete at least 10 hours of child related training each year, based on the facility's license date, or at least 45 minutes of child related training each month they work if hired partway through the facility's licensing year	☒	☐	☐		☐	M	

70-7(9)(f)	The provider shall ensure that staff working with children do not have unsupervised contact with any child in the program, including during offsite activities and transportation, if the employee is younger than 18 years old.	☒	☐	☐		☐	H	
70-7(10)(b)	The provider shall ensure that any other staff such as drivers, cooks, and clerks receive at least 2-1/2 hours of preservice training before beginning job duties.	☒	☐	☐		☐	L, M	
70-7(11)	The provider shall ensure that volunteers are considered eligible by a CCL background check before becoming involved with child care.	☒	☐	☐		☐	H	
70-7(12)	The provider shall ensure that student interns who are registered and participating in a high school or college child care course and guests wear a guest nametag.	☒	☐	☐		☐	L, H	
70-7(13)	The provider shall ensure that parents of children in care do not have unsupervised contact with any child in the program, except with their own children.	☒	☐	☐		☐	L, H	
70-7(14)(a)-(b)	The provider shall ensure that household members who are: (a) 12 to 17 years old are considered eligible by a CCL background check; and (b) 18 years old or older are considered eligible by a CCL background check that includes fingerprints.	☒	☐	☐		☐	H	
70-7(15)(a)-(b)	The provider shall ensure that individuals who provide Individualized Educational Plan (IEP) or Individualized Family Service plan (IFSP) services such as physical, occupational, or speech therapists: (a) provide proper identification before having access to the facility or to a child at the facility; and (b) have received the child's parent's permission for services to take place at the facility.	☒	☐	☐		☐	H	

70-7(17)(a)-(k)	The provider shall ensure that preservice training includes at least the following topics: (a) job description and duties; (b) current department rule Sections R381-70-7 through R381-70-22; (c) disaster preparedness, response, and recovery; (d) pediatric first aid and cardio pulmonary resuscitation (CPR); (e) children with special needs; (f) safe handling and disposal of hazardous materials; (g) prevention, signs, and symptoms of child abuse and neglect, including child sexual abuse, and legal reporting requirements; (h) principles of child growth and development, including brain development; (i) recognizing the signs of homelessness and available assistance; (j) a review of the information in each child's health assessment in the caregiver's assigned group, including allergies, food sensitivities, and other special needs; and (k) an introduction and orientation to the children in care.	☒	☐	☐		☐	L	
70-7(18)(a)-(c)	The provider shall keep documentation of each individual's preservice training on-site for review by the department and shall ensure that documentation includes at least the following: (a) training topics; (b) date of the training; and (c) total hours or minutes of training.	☒	☐	☐		☐	L	
70-7(19)(a)-(h)	The provider shall ensure that annual child care training includes at least the following topics: (a) current department rule Sections R381-70-7 through R381-70-22; (b) disaster preparedness, response, and recovery; (c) pediatric first aid and CPR; (d) children with special needs; (e) safe handling and disposal of hazardous materials; (f) the prevention, signs, and symptoms of child abuse and neglect, including child sexual abuse, and legal reporting requirements; (g) principles of child growth and development, including brain development; (h) recognizing the signs of homelessness and available assistance.	☒	☐	☐		☐	L	

70-7(20)(a)-(d)	The provider shall ensure that documentation of each individual's annual child care training is kept on-site for review by the department and includes the following: (a) training topic; (b) date of the training; (c) name of the individual or organization that presented the training; and (d) total hours or minutes of training.	☒	☐	☐		☐	L	
70-7(22)(a)-(c)	The provider shall ensure that at least one staff member with a current Red Cross, American Heart Association, or equivalent pediatric first aid and CPR certification is present when children are in care: (a) at the facility; (b) in each vehicle transporting children; and (c) at each offsite activity.	☒	☐	☐		☐	M	
70-7(23)	The provider shall ensure that CPR certification includes hands-on testing.	☒	☐	☐		☐	M	
70-7(24)(a)-(c)	The provider shall ensure that the following records for each covered individual are kept on-site for review by the department: (a) the date of initial employment or association with the program; (b) a current pediatric first aid and CPR certification, if required in this rule; and (c) a six-week record of the times worked each day.	☒	☐	☐		☐	L	
Section 8: Background Checks		C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-8(1)(a)-(b)	Before a new covered individual becomes involved with child care in the program, the provider shall use the CCL provider portal search to: (a) verify that the individual is eligible; and (b) associate that individual with their facility if the covered individual appears in the search.	☐	☐	☐		☐	M	
70-8(2)(a)-(d)	Before a new covered individual who does not appear in the CCL provider portal search becomes involved with the program, the provider shall: (a) have the individual submit an online background check form and fingerprints for individuals age 18 years old and older; (b) authorize the individual's background check through the CCL provider's portal; (c) pay any required fees; and (d) receive written notice from CCL that the individual is eligible.	☒	☐	☐		☐	H	

70-8(3)(a)-(c)*		To keep their background check eligibility current, the provider shall also ensure that a new background check form and fingerprints are submitted and authorized and fees are paid for any covered individual who has: (a) resided outside of Utah since their last background check was completed; (b) not been associated with an active, CCL approved child care facility within the past 180 days; or (c) has turned 18 years old 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.	☒	☐	☐		☐		
70-8(4)(a)-(c)		Within ten working days from when a child who resides in the facility turns 12 years old, the provider shall: (a) ensure that an online background check form is submitted; (b) authorize the child's background check through the CCL provider's portal; and (c) pay any required fees.	☒	☐	☐		☐	M	
70-8(11)		If a covered individual is considered not eligible by CCL, 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 background check finding is resolved.	☒	☐	☐		☐	H	
70-8(14)		The provider and the covered individual shall notify the department within 48 hours of becoming aware of the covered individual's arrest warrant, felony or misdemeanor arrest, charge, conviction, or supported LIS finding. Failure to notify the department within 48 hours may result in disciplinary action, including revocation of the license.	☒	☐	☐		☐	M	
Section 9: Facility			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-9(1)	P	The provider shall ensure that there is at least 35 square feet of indoor space for each child in the program, including the provider's and employees' children.	☐	☐	☐		☐	M	
70-9(5)		The provider shall ensure that the number of children in care at any given time does not exceed the capacity identified on the license. ASK for a total number including children being transported and on offsite activities	☒	☐	☐		☐	M	

70-9(6)	P	The provider shall ensure that any building or play structure on the premises constructed before 1978 that has peeling, flaking, chalking, or failing paint is tested for lead. If lead-based paint is found, the provider shall contact their local health department within five working days and follow required procedures for remediation of the lead hazard.	☒	☐	☐		☐	M, H	
70-9(7)		The provider shall ensure that each room and indoor area that is used by children is ventilated by mechanical ventilation, or by windows that open and have screens.	☒	☐	☐		☐	L, M	
70-9(8)	P	The provider shall ensure that windows and glass doors within 36 inches from the floor or ground are made of safety or tempered glass, or have a protective guard.	☒	☐	☐		☐	M	
70-9(9)		The provider shall ensure that rooms and areas have adequate light intensity for the safety of the children and the type of activity being conducted.	☒	☐	☐		☐	L, M	
70-9(10)		The provider shall maintain the indoor temperature between 65 and 82 degrees Fahrenheit.	☒	☐	☐		☐	L, M	
70-9(11)		The provider shall ensure that there is a working telephone at the facility, in each vehicle while transporting children, and during offsite activities.	☒	☐	☐		☐	M	
70-9(12)	P	The provider shall ensure that there are at least two working toilets and two working handwashing accessible to children in the center.	☒	☐	☐		☐	L	
70-9(13)	P	The provider shall ensure that there is at least one additional working toilet and one additional handwashing sink for each additional group of one to 25 children.	☒	☐	☐		☐	M	
70-9(14)	P	The provider shall ensure that there are bathrooms that provide privacy available for use by children.	☒	☐	☐		☐	M	
70-9(15)		The provider shall ensure that there is an outdoor area that is safely accessible to children	☒	☐	☐		☐	M	
70-9(16)	P	The provider shall ensure that the outdoor area has at least 40 square feet of space for each child using the area at one time.	☒	☐	☐		☐	M	
70-9(17)	P	The provider shall ensure that the total square footage of the outdoor area accommodates at least one-third of the approved capacity at one time or is at least 1600 square feet.	☒	☐	☐		☐	M	
70-9(18)		The provider shall ensure that the outdoor area is enclosed within a fence, wall, or solid natural barrier that is at least four feet high.	☒	☐	☐		☐	M, H	
70-9(19)		The provider shall ensure that there is no gap five by five inches or greater in or under the fence or barrier.	☒	☐	☐		☐	M, H	

70-9(20)	The provider shall ensure that children are in an enclosed area when children are outdoors, except during offsite activities.	☒	☐	☐		☐	H	
70-9(21)	The provider shall ensure that there is shade available to protect the children from excessive sun and heat when children are in the outdoor area.	☒	☐	☐		☐	L, M	
70-9(22)(a)-(c)	If there is a swimming pool on the premises that is not emptied after each use, the provider shall: (a) meet applicable state and local laws and ordinances related to the operation of a swimming pool; (b) maintain the pool in a safe manner; and (c) when not in use, cover the pool with a commercially-made safety enclosure that is installed according to the manufacturer's instructions, or enclose the pool within at least a four-foot-high fence or solid barrier that is kept locked and that separates the pool from any other areas on the premises.	☒	☐	☐		☐	H	
70-9(23)(a)-(f)	The provider shall maintain buildings and outdoor areas in good repair and safe condition including: (a) ceilings, walls, and floor coverings; (b) lighting, bathroom, and other fixtures; (c) draperies, blinds, and other window coverings; (d) indoor and outdoor play equipment; (e) furniture, toys, and materials accessible to the children; and (f) entrances, exits, steps, and walkways including keeping them free of ice, snow, and other hazards.	☒	☐	☐		☐	L, M, H	
70-9(24)	The provider shall ensure that accessible raised decks or balconies that are five feet or higher, and open stairwells that are five feet or deeper have protective barriers that are at least three feet high.	☒	☐	☐		☐	M, H	
Section 10: Ratios and Group Size		☐	☐	☐	Date	☐	L, M, H, Ex	Notes
70-10(1)	The provider shall maintain the staff-to-child ratio of at least one staff member for every 20 children.	☒	☐	☐		☐	L, M, H	
70-10(2)	The provider shall not exceed the maximum group size of 40 children per group.	☒	☐	☐		☐	L, M, H	
70-10(3)	The provider shall ensure that there are at least two staff members present when there are more than eight children on the premises.	☒	☐	☐		☐	H	
70-10(4)(a)-(b)	The provider shall include the provider's and employees' children: (a) in the group size when the parent of the child is working at the facility; and (b) in the group size and the staff-to-child ratio when the parent of the child is not working at the facility.	☒	☐	☐		☐	H	

70-10(5)	The provider may include caregivers, student interns who are registered in a high school or college child care course, and volunteers who are 16 or 17 years old in the caregiver-to-child ratio.	☒	☐	☐		☐	M	
70-10(6)	The provider shall ensure that guests do not count in caregiver-to-child ratios.	☒	☐	☐		☐	L, M, H	
Section 11: Child Supervision and Security		C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-11(1)(a)-(e)	The provider shall ensure that staff provide and maintain active supervision of each child, including that staff: (a) can hear the children and are close enough to intervene; (b) know the number of children in their assigned group at any time; (c) focus attention on the children and not on the staff's personal interests; (d) are aware of the entire group of children even when interacting with a smaller group or an individual child; and (e) position themselves so each child in their assigned group is actively supervised.	☒	☐	☐		☐	M, H	
70-11(2)(a)-(c)*	The provider shall ensure that staff and household members who are 16 or 17 years old only have unsupervised contact with any child in care, including during offsite activities and transportation when: (a) they are left unsupervised for no more than two consecutive hours per group; (b) the director or the director designee is physically present and available as needed; and (c) they are not volunteers.	☒	☐	☐		☐	M	
70-11(3)	The provider shall ensure that staff, volunteers, and household members who are younger than 16 years old are not assigned to care for or supervise any child in care.	☐	☐	☐		☐		
70-11(4)	The provider shall ensure that student interns who are registered and participating in a high school or college child care course and guests do not have unsupervised contact with any child in care, including during offsite activities and transportation.	☒	☐	☐		☐		
70-11(5)	The provider shall ensure that parents of children in care do not have unsupervised contact with any child in care, except with their own children.	☒	☐	☐		☐		
70-11(6)	The provider shall ensure that parents have access to their child and the areas used to care for their child when their child is in care.	☒	☐	☐		☐		

70-11(7)(a)-(f)	To maintain security and supervision of children, the provider shall ensure that: (a) each child is signed in and out; (b) only parents or individuals with written authorization from the parent may sign out a child; (c) photo identification is required if the individual signing the child out is unknown to the provider; (d) individuals signing children in and out use identifiers, such as a signature, initials, or electronic code; (e) the sign-in and sign-out records include the date and time each child arrives and leaves; and (f) there is written permission from the child's parent if children sign themselves in or out.	☒	☐	☐		☐	L, H	
70-11(9)	The provider shall ensure that a six-week record of each child's daily attendance, including sign-in and sign-out records, is kept on-site for review by the department.	☒	☐	☐		☐	L	
Section 12: Child Guidance and Interaction		C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-12(1)	The provider shall ensure that no child is subjected to physical, emotional, or sexual abuse while in care.	☒	☐	☐		☐	H	
70-12(2)	The provider shall inform parents, children, and those who interact with the children of the center's behavioral expectations and how any misbehavior will be handled.	☒	☐	☐		☐	L	
70-12(3)	The provider shall ensure that individuals who interact with the children guide children's behavior by using positive reinforcement, redirection, and by setting clear limits that promote children's ability to become self-disciplined.	☒	☐	☐		☐		
70-12(4)	The provider shall ensure that staff use gentle, passive restraint with children only when it is needed to protect children from injuring themselves or others, or to stop them from destroying property.	☒	☐	☐		☐		

70-12(5)(a)-(f)	The provider shall ensure that interactions with the children do not include: (a) any form of corporal punishment or any action that produces physical pain or discomfort such as hitting, spanking, shaking, biting, or pinching; (b) restraining a child's movement by binding, tying, or any other form of restraint that exceeds gentle, passive restraint; (c) shouting at children; (d) any form of emotional abuse; (e) forcing or withholding food, rest, or toileting; or (f) confining a child in a closet, locked room, or other enclosure such as a box, cupboard, or cage.	☐	☐	☐		☐	H	
70-12(6)	Any individual who witnesses or suspects that a child has been subjected to abuse, neglect, or exploitation shall immediately notify Child Protective Services or law enforcement as required in state law.	☒	☐	☐		☐	H	
Section 13: Child Safety and Injury Prevention		C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-13(1)	The provider shall ensure that the building, outdoor area, toys, and equipment are used in a safe manner and as intended by the manufacturer to prevent injury to children.	☒	☐	☐		☐	M	
70-13(2)	The provider shall ensure that poisonous and harmful plants are inaccessible to children.	☒	☐	☐		☐	M	
70-13(3)	The provider shall ensure that razors and other similar blades are inaccessible to children.	☐	☐	☐		☐	M	
70-13(4)	The provider shall ensure that strangulation hazards such as ropes, cords, chains, and wires attached to a structure and long enough to encircle a child's neck are inaccessible to children.	☒	☐	☐		☐	M	
70-13(5)	The provider shall ensure that tripping hazards such as unsecured flooring, rugs with curled edges, or cords in walkways are inaccessible to children.	☒	☐	☐		☐	M	
70-13(6)	The provider shall ensure that exits are free of any blocking objects.	☒	☐	☐		☐	M	
70-13(7)	The provider shall ensure that standing water that measures two inches or deeper and five by five inches or greater in diameter is inaccessible to children.	☒	☐	☐		☐	H	

70-13(8)(a)-(d)	The provider shall ensure that toxic or hazardous chemicals such as cleaners, insecticides, lawn products, and flammable, corrosive, and reactive materials are: (a) inaccessible to children; (b) used according to manufacturer instructions; (c) stored in containers labeled with the contents of the container; and (d) disposed of properly.	☒	☐	☐		☐	M	
70-13(9)(a)-(d)	The provider shall ensure that the following items are inaccessible to children: (a) matches or cigarette lighters; (b) open flames; (c) hot wax or other hot substances; and (d) when in use, portable space heaters, wood burning stoves, and fireplaces.	☒	☐	☐		☐	M, H	
70-13(10)	The provider shall ensure that live electrical wires are inaccessible to children.	☒	☐	☐		☐	M, H	
70-13(11)(a)-(b)	Unless used and stored in compliance with the Utah Concealed Weapons Act or as otherwise allowed by law, the provider shall ensure that firearms such as guns, muzzleloaders, rifles, shotguns, hand guns, pistols, and automatic guns are: (a) locked in a cabinet or area using a key, combination lock, or fingerprint lock; and (b) stored unloaded and separate from ammunition.	☒	☐	☐		☐	H, Ex	
70-13(12)	The provider shall ensure that weapons such as paintball guns, BB guns, airsoft guns, sling shots, arrows, and mace are inaccessible to children.	☒	☐	☐		☐	H	
70-13(13)	The provider shall ensure that alcohol, illegal substances, and sexually explicit material are inaccessible, and not used on the premises, during offsite activities, or in center vehicles any time a child is in care.	☒	☐	☐		☐	H	
70-13(14)	The provider shall ensure that an outdoor source of drinking water, such as individually labeled water bottles, a pitcher of water and individual cups, or a working water fountain is available to each child when the outside temperature is 75 degrees or higher.	☒	☐	☐		☐	M, H	
70-13(15)	The provider shall ensure that areas accessible to children are free of heavy or unstable objects that children could pull down on themselves, such as furniture, unsecured televisions, and standing ladders.	☒	☐	☐		☐	M	
70-13(16)	The provider shall ensure that hot water accessible to children does not exceed 120 degrees Fahrenheit.	☒	☐	☐		☐	L, M	

70-13(17)(a)-(d)	The provider shall ensure that tobacco, e-cigarettes, e-juice, e-liquids, and similar products are inaccessible and, in compliance with the Utah Indoor Clean Air Act, not used:(a) in the facility or any other building when a child is in care; (b) in any vehicle that is being used to transport a child in care; (c) within 25 feet of any entrance to the facility or other building occupied by a child in care; or (d) in any outdoor area or within 25 feet of any outdoor area occupied by a child in care.	☒	☐	☐		☐	M, H	
Section 14: Emergency Preparedness Response, and Recovery		C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-14(1)	The provider shall have a written emergency preparedness, response, and recovery plan that: (a) includes procedures for evacuation, relocation, shelter in place, lockdown, communication with and reunification of families, and continuity of operations; (b) includes procedures for accommodations for children with disabilities and children with chronic medical conditions; (c) is available for review by parents, staff, and the departments during business hours; and (d) is followed if an emergency happens, unless otherwise instructed by emergency personnel.	☒	☐	☐		☐	M	
70-14(2)	The provider shall post the center's street address and emergency numbers, including at least fire, police, and poison control, near each telephone in the center or in an area clearly visible to anyone needing the information.	☒	☐	☐		☐	L, M, H	
70-14(3)	The provider shall keep first-aid supplies in the center, including at least antiseptic, bandages, and tweezers.	☒	☐	☐		☐	L	
70-14(4)	The provider shall conduct fire evacuation drills monthly and make sure drills include a complete exit of each child, staff, and volunteers from the building.	☒	☐	☐		☐	M	
70-14(5)(a)-(e)	The provider shall document each fire drill, including: (a) the date and time of the drill; (b) the number of children participating; (c) the name of the individual supervising the drill; (d) the total time to complete the evacuation; and (e) any problems encountered and remediation.	☒	☐	☐		☐	L	

70-14(6)	The provider shall conduct drills for disasters other than fires at least once every six months.	☐	☐	☐		☐	M	
70-14(7)(a)-(e)	The provider shall document each disaster drill, including: (a) the type of disaster, such as earthquake, flood, prolonged power or water outage, or tornado; (b) the date and time of the drill; (c) the number of children participating; (d) the name of the individual supervising the drill; and (e) any problems encountered and remediation.	☒	☐	☐		☐	L	
70-14(8)	The provider shall vary the days and times on which fire and other disaster drills are held.	☒	☐	☐		☐	L	
70-14(9)	The provider shall keep documentation of the previous 12 months of fire and disaster drills on-site for review by the department.	☒	☐	☐		☐	L	
70-14(10)(a)-(c)	The provider shall: (a) give parents a written report on the day of occurrence of each incident, accident, or injury involving their child; (b) ensure the report has the signatures of the caregivers involved, the center director or director designee, and the individual picking up the child; and (c) if children sign themselves out of the center, send a copy of the report to the parent on the day following the occurrence. ASK if this is being done.	☒	☐	☐		☐		
70-14(13)(a)-(b)	If a child is injured while in care and receives medical attention, or for a child fatality, the provider shall: (a) submit a completed accident report form to the department within the next business day of the incident; or (b) contact the department within the next business day and submit a completed accident report form within five business days of the incident.	☒	☐	☐		☐	L, M, H	
70-14(14)	The provider shall keep a six-week record of each incident, accident, and injury report on-site for review by the department.	☒	☐	☐		☐	L	
Section 15: Health and Infection Control		C	NC	NA	Date	CDI	L, M, H, Ex	Notes

70-15(1)(a)-(f)	The provider shall keep the building, furnishings, equipment, and outdoor area clean and sanitary including: (a) walls and flooring clean and free of spills, dirt, and grime; (b) areas and equipment used for the storage, preparation, and service of food clean and sanitary; (c) surfaces free of rotting food or a build-up of food; (d) the building and grounds free of a build-up of litter, trash, and garbage; (e) frequently touched surfaces, including doorknobs and light switches, cleaned and sanitized; and (f) the facility free of animal feces.	☒	☐	☐		☐	M	
70-15(2)	The provider shall take safe and effective measures to prevent and eliminate the presence of insects, rodents, and other pests.	☒	☐	☐		☐	M	
70-15(3)(a)-(b)	The provider shall clean and sanitize any toys and materials used by children: (a) at least once a week or more often if needed; and (b) after being contaminated by a body fluid.	☒	☐	☐		☐	M	
70-15(4)	The provider shall ensure that fabric toys and items such as stuffed animals, cloth dolls, pillow covers, and dress-up clothes are machine washable and if used, washed at least each week or as needed.	☒	☐	☐		☐	L	
70-15(5)	The provider shall clean and sanitize water play tables or tubs daily if used by the children.	☒	☐	☐		☐	M	
70-15(6)	The provider shall clean and sanitize bathroom surfaces including toilets, sinks, faucets, toilet and sink handles, and counters each day the facility is open for business.	☐	☐	☐		☐	M	
70-15(7)	The provider shall keep toilet paper in a dispenser that is accessible to children	☒	☐	☐		☐	M	
70-15(8)	The provider shall post handwashing procedures that are readily visible from each handwashing sink and shall ensure that the procedures are followed.	☒	☐	☐		☐	L	
70-15(9)(a)-(g)	The provider shall ensure that staff and volunteers wash their hands thoroughly with liquid soap and running water: (a) upon arrival; (b) before handling or preparing food or bottles; (c) before and after eating meals and snacks or feeding a child; (d) after using the toilet or helping a child use the toilet; (e) after contact with a body fluid; (f) when coming in from outdoors; and (g) after cleaning up or taking out garbage.	☒	☐	☐		☐	M	

70-15(11)(a)-(f)	The provider shall ensure that children wash their hands thoroughly with liquid soap and running water: (a) upon arrival; (b) before and after eating meals and snacks; (c) after using the toilet; (d) after contact with a body fluid; (e) before using a water play table or tub; and (f) when coming in from outdoors.	☒	☐	☐		☐	M	
70-15(12)	The provider shall ensure that only single-use towels from a covered dispenser or an electric hand dryer is used to dry hands.	☒	☐	☐		☐	L	
70-15(13)	The provider shall store personal hygiene items, such as toothbrushes, combs, and hair accessories separate, so they do not touch each other, and ensure they are not shared or they are sanitized between each use.	☒	☐	☐		☐	L	
70-15(14)	The provider shall ensure that a child's clothing is promptly changed if the child has a toileting accident.	☒	☐	☐		☐	M	
70-15(15)(a)-(d)	The provider shall ensure that children's clothing that is wet or soiled from a body fluid is: (a) not rinsed or washed at the center; (b) placed in a leakproof container that is labeled with the child's name; and (c) returned to the parent; or (d) thrown away with parental consent.	☒	☐	☐		☐	M	
70-15(17)	The provider may not care for a child who is ill with an infectious disease at the center except when the child shows signs of illness after arriving at the center.	☒	☐	☐		☐		
70-15(18)(a)-(b)	If a child becomes ill while in care: (a) the provider shall contact the child's parent or, if the parent cannot be reached, an individual listed as the emergency contact to immediately pick up the child; and (b) if the child is ill with an infectious disease, the provider shall make the child comfortable in a safe, supervised area that is separated from the other children until the parent arrives.	☒	☐	☐		☐	M	

70-15(21)(a)-(c)	To prevent contamination of food, the spread of foodborne illnesses, and other diseases, the provider shall ensure that: (a) individuals who prepare food in the kitchen do not change diapers or help in toileting children; (b) caregivers who care for diapered children only prepare food for the children in their care, and they do not prepare food outside of the room used by the diapered children or prepare food for other children and adults in the facility; and (c) individuals with an infectious disease or showing symptoms such as diarrhea, fever, coughing, or vomiting do not prepare or serve foods.	☒	☐	☐		☐	M	
Section 16: Food and Nutrition		C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-16(1)	The provider shall offer a meal or snack to each child age at least once every three hours on days when services are provided for three or more hours.	☒	☐	☐		☐	M	
70-16(2)(a)-(e)	If food for children's meals or snacks is supplied by the provider, the provider shall ensure that: (a) the meal service meets local health department food service rules; (b) the foods that are served meet the nutritional requirements of the USDA Child and Adult Care Food Program (CACFP) whether or not the provider participates in the CACFP; (c) the provider uses the CACFP meal pattern requirements, the standard department-approved menus, or menus approved by a registered dietitian, and that dietitian approval is noted and dated on the menus, and current within the past five years; (d) the current week's menu is posted for review by parents and the department; and (e) if not participating or in good standing with the CACFP, keep a six-week record of foods served at each meal and snack.	☒	☐	☐		☐	L	
70-16(3)(a)-(b)	The provider shall ensure that the individual who serves food to children: (a) is aware of the children in their assigned group who have food allergies or sensitivities; and (b) ensures that the children are not served the food or drink they are allergic or sensitive to.	☒	☐	☐		☐	M, H	
70-16(4)	The provider may not place children's food on a bare table, and shall serve children's food on dishes, napkins, or sanitary highchair trays, except an individual finger food such as a cracker, which may be placed directly in a child's hand.	☒	☐	☐		☐	L	

70-16(5)(a)-(c)	If parents bring food and drink for their child's use, the provider shall ensure that the food is: (a) labeled with the child's name; (b) refrigerated if needed; and (c) consumed only by that child.	☒	☐	☐		☐	L	
Section 17: Medications		☐	Check here if there are NO Medications on the premises and the provider does not administer medications	☐		CDI	L, M, H, Ex	Notes
70-17(1)	The provider shall lock nonrefrigerated medications or store them at least 48 inches above the floor.	☒	☐	☐		☐	M	
70-17(2)	The provider shall lock refrigerated medications or store them at least 36 inches above the floor and, if liquid, store them in a separate leakproof container.	☒	☐	☐		☐	M	
70-17(3)(a)-(d)	If parents supply any over-the-counter or prescription medications, the provider shall ensure those medications are: (a) labeled with the child's full name; (b) kept in the original or pharmacy container; (c) have the original label; and (d) have child safety caps.	☐	☐	☐		☐	M, H	

70-17(4)	The provider shall have a written medication permission form completed and signed by the parent before administering any medication supplied by the parent for their child.	☒	☐	☐		☐		
70-17(5)(a)-(d)	The provider shall ensure that the medication permission form includes at least: (a) the name of the child; (b) the name of the medication; (c) written instructions for administration; and (d) the parent signature and the date signed.	☒	☐	☐		☐	L	
70-17(6)(a)-(d)	The provider shall ensure that instructions for administering the medication include at least: (a) the dosage; (b) how the medication will be given; (c) the times and dates to administer the medication; and (d) the disease or condition being treated.	☒	☐	☐		☐	M	
70-17(9)(a)-(c)	The provider shall ensure that immediately after administering a medication, the staff giving the medication records the following information: (a) the date, time, and dosage of the medication given; (b) any error in administering the medication or adverse reactions; and (c) their signature or initials.	☒	☐	☐		☐	M, H	
70-17(12)	The provider shall keep a six-week record of medication permission and administration forms on-site for review by the department.	☒	☐	☐		☐	L	
Section 18: Activities		C	☐	NA	Date	☐	L, M, H, Ex	Notes
70-18(1)	The provider shall offer daily activities that support each child's healthy physical, social, emotional, cognitive, and language development.	☒	☐	☐		☐	M	
70-18(2)	The provider shall ensure that daily activities include outdoor play as weather and air quality allow.	☒	☐	☐		☐	M	
70-18(3)	The provider shall ensure that physical development activities include light, moderate, and vigorous physical activity for a daily total of at least 15 minutes for every two hours children spend in the program.	☒	☐	☐		☐	M	
70-18(4)(a)-(b)	The provider shall post a daily schedule that includes: (a) activities that support children's healthy development; and (b) the times activities occur including at least meal, snack, nap or rest, and outdoor play times.	☒	☐	☐		☐	L	
70-18(5)	The provider shall ensure that toys, materials, and equipment needed to support children's healthy development are available to the children.	☒	☐	☐		☐	M	

70-18(6)	Except for occasional special events, the provider shall ensure that the children's primary screen time activity on media such as television, cell phones, tablets, and computers is planned to address the needs of children.	☒	☐	☐		☐	M	
70-18(7)(a)-(d)	If swimming activities are offered or if wading pools are used, the provider shall ensure that: (a) the parent gives permission before their child in care uses the pool; (b) staff stay at the pool supervising when a child is in the pool or has access to the pool, and when an accessible pool has water in it; (c) if the pool is over four feet deep, there is a lifeguard on duty who is certified by the Red Cross or other approved certification program any time children have access to the pool; and (d) lifeguards and pool personnel do not count toward the caregiver-to-child ratio.	☒	☐	☐		☐	M, H	
70-18(8)(a)-(f)	If offsite activities are offered, the provider shall ensure that: (a) the parent gives written consent before each activity; (b) the required caregiver-to-child ratio and supervision are maintained during the entire activity; (c) first aid supplies, including at least antiseptic, bandages, and tweezers are available; (d) children wear or carry with them the name and phone number of the center; (e) children's names are not used on nametags, t-shirts, or in other visible ways; and (f) there is a way for staff and children to wash their hands with soap and water, or with wet wipes and hand sanitizer if there is no source of running water.	☒	☐	☐		☐	M, H	
70-18(9)(a)-(e)	The provider shall ensure that a staff member with the children takes the written emergency information and releases for each child in the group on each offsite activity, and that the information includes at least: (a) the child's name; (b) the parent's name and phone number; (c) the name and phone number of an individual to notify if an emergency happens and the parent cannot be contacted; (d) the names of people authorized by the parents to pick up the child; and (e) current emergency medical treatment and emergency medical transportation releases.	☒	☐	☐		☐	M	

Section 19: Play Equipment			☒	Check here if there is no play equipment	☐		CDI	L, M, H, Ex	Notes
70-19(1)		The provider shall ensure that children using play equipment use it safely and in the manner intended by the manufacturer.	☐	☐	☐		☐	M	
70-19(2)		The provider shall ensure that stationary play equipment has a surrounding use zone that extends from the outermost edge of the equipment and that, with the exception of swings, stationary play equipment has at least a six-foot use zone if any designated play surface is higher than 30 inches.	☐	☐	☐		☐	M	
70-19(3)		The provider shall ensure that the use zone in the front and rear of a single-axis swing extends at least twice the distance of the swing pivot point to the ground.	☐	☐	☐		☐	M	
70-19(4)		The provider shall ensure that the use zone for a multi-axis swing, such as a tire swing, extends at least the measurement of the suspending rope or chain plus six feet.	☐	☐	☐		☐	M	
70-19(5)		The provider shall ensure that the use zone for a merry-go-round extends at least six feet in any direction from its outermost edge.	☐	☐	☐		☐	M	
70-19(6)(a)-(b)		The provider shall ensure that the use zone for a spring rocker extends: (a) at least three feet from the outermost edge of the rocker when at rest; or (b) at least six feet from the outermost edge of the rocker when at rest if the seat is higher than 20 inches.	☐	☐	☐		☐	M	
70-19(7)(a)-(d)		The provider shall ensure that the following use zones do not overlap the use zone of any other piece of play equipment: (a) the use zone in front of a slide; (b) the use zone in the front and rear of any single-axis swing, including a single-axis enclosed swing; (c) the use zone of a multi-axis swing; and (d) the use zone of a merry-go-round if the platform diameter measures 20 inches or more.	☐	☐	☐		☐	M	

70-19(8)	Unless prohibited in Subsection R38170-19(7), the provider shall ensure that the use zones of play equipment only overlap when there is at least six feet between the pieces of equipment if the designated play surface is 30 inches or lower, or there is at least nine feet between the pieces of equipment if the designated play surface is higher than 30 inches.	☐	☐	☐		☐	M	
70-19(9)	The provider shall ensure that, when in use, stationary play equipment is not placed on a hard surface such as concrete, asphalt, dirt, or the bare floor.	☐	☐	☐		☐	M	
70-19(10)	The provider shall ensure that protective cushioning covers the entire surface of each required use zone and that its depth or thickness is determined by the highest designated play surface of the equipment.	☐	☐	☐		☐	M	
70-19(11)(a)-(c)	If sand, gravel, or shredded tires are used as protective cushioning, the provider shall: (a) ensure that the cushioning is periodically checked for compaction and loosened to the depth listed in Table 1 if compacted; (b) if the material cannot be loosened due to extreme weather conditions, not allow children to play on the equipment until the material can be loosened to the required depth; and (c) ensure that the depth of the material meets the guidelines in Table 1. ***PLEASE see Table 1***	☐	☐	☐		☐	M	
70-19(12)(a)-(c)	If shredded wood products are used as protective cushioning, the provider shall: (a) keep on-site for review by the department documentation from the manufacturer that the wood product is protective cushioning; (b) ensure there is adequate drainage under the material; and (c) ensure the depth of the shredded wood meets the guidelines in Table 2. ***PLEASE see Table 2***	☐	☐	☐		☐	M	
70-19(13)	If a unitary cushioning is used, the provider shall maintain on-site for review by the department documentation from the manufacturer that the material is cushioning for playgrounds.	☐	☐	☐		☐	L, M	
70-19(14)	If a unitary cushioning is used, the provider shall ensure that the cushioning material is securely installed, so that it cannot become displaced when children jump, run, walk, land, or move on it, or be moved by children picking it up.	☐	☐	☐		☐	M	

	70-19(15)	The provider shall ensure that a play equipment platform that is more than 48 inches above the floor or ground has a protective barrier that is at least 38 inches high.	☐	☐	☐		☐	M	
	70-19(16)	The provider shall ensure that there is no gap greater than 3-1/2 inches in or under a required protective barrier on a play equipment platform.	☐	☐	☐		☐	M	
	70-19(17)	The provider shall ensure that stationary play equipment is stable or securely anchored.	☐	☐	☐		☐	M	
	70-19(18)	The provider shall ensure that there are no trampolines on the premises that are accessible to any child in care.	☐	☐	☐		☐	H	
	70-19(19)	The provider shall ensure that there are no entrapment hazards on or within the use zone of any piece of stationary play equipment.	☐	☐	☐		☐	H	
	70-19(20)	The provider shall ensure that there are no strangulation hazards on or within the use zone of any piece of stationary play equipment.	☐	☐	☐		☐	H	
	70-19(21)	The provider shall ensure that there are no crush, shearing, or sharp edge hazards on or within the use zone of any piece of stationary play equipment.	☐	☐	☐		☐	H	
	70-19(22)	The provider shall ensure that there are no tripping hazards such as concrete footings, tree stumps, tree roots, or rocks within the use zone of any piece of stationary play equipment.	☐	☐	☐		☐	M	
	Section 20: Transportation		☐	Check here if the provider does not transport children	☐		CDI	L, M, H, Ex	Notes
	70-20(1)(a)-(b)	For each child being transported, the provider shall have a transportation permission form: (a) signed by the parent; and (b) on-site for review by the department.	☒	☐	☐		☐	M	

70-20(2)(a)-(e)	The provider shall ensure that each vehicle used for transporting children: (a) is enclosed with a roof or top; (b) is equipped with safety restraints; (c) has a current vehicle registration; (d) is maintained in a safe and clean condition; and (e) contains first aid supplies, including at least antiseptic, bandages, and tweezers.	☒	☐	☐		☐	M	
70-20(3)(a)-(c)	The provider shall ensure that the safety restraints in each vehicle that transports children are: (a) appropriate for the age and size of each child who is transported, as required by Utah law; (b) properly installed; and (c) in safe condition and working order.	☒	☐	☐		☐	M	
70-20(4)(a)-(i)	The provider shall ensure that the driver of each vehicle who is transporting children: (a) is at least 18 years old; (b) has and carries with them a current, valid driver's license for the type of vehicle being driven; (c) has with them the written emergency contact information for each child being transported; (d) ensures that each child being transported is in an individual safety restraint that is used according to Utah law; (e) ensures that the inside vehicle temperature is between 60-85 degrees Fahrenheit; (f) never leaves a child in the vehicle unattended by an adult; (g) ensures that children stay seated while the vehicle is moving; (h) never leaves the keys in the ignition when not in the driver's seat; and (i) ensures that the vehicle is locked during transport.	☒	☐	☐		☐	M, H	
70-20(5)(a)-(d)	If the provider walks or uses public transportation to transport children to or from the facility, the provider shall ensure that: (a) each child being transported has a completed transportation permission form signed by their parent; (b) a caregiver goes with the children and actively supervises the children; (c) the caregiver-to-child ratio is maintained; and (d) a caregiver with the children has written emergency contact information and releases for the children being transported.	☒	☐	☐		☐	M,H	

Section 21: Animals			☒	Please check this box if there are no animals on the premises	☐		CDI	L, M, H, Ex	Notes
70-21(1)		The provider shall inform parents of the kinds of animals allowed at the facility.	☐	☐	☒		☐	L	
70-21(2)(a)-(c)		The provider shall ensure that there is no animal on the premises that: (a) is naturally aggressive; (b) has a history of dangerous, attacking, or aggressive behavior; or (c) has a history of biting even one individual.	☐	☐	☒		☐	H	
70-21(3)		The provider shall ensure that animals at the facility are clean and free of obvious disease or health problems that could adversely affect children.	☐	☐	☒		☐	L	
70-21(4)		The provider shall ensure that there is no animal or animal equipment in food preparation or eating areas.	☐	☐	☒		☐	L	
70-21(5)		If children help in the cleaning of animals or animal equipment, the provider shall ensure that the children wash their hands immediately after cleaning the animal or equipment.	☐	☐	☒		☐	L	
70-21(6)		The provider shall ensure that children and staff wash their hands immediately after playing with or touching reptiles and amphibians.	☐	☐	☒		☐	M	
70-21(7)		The provider shall ensure that dogs, cats, and ferrets that are housed at the facility have current rabies vaccinations.	☐	☐	☒		☐	M	
70-21(8)		The provider shall keep current animal vaccination records on-site for review by the department.	☐	☐	☒		☐	L	
			☐	☐	☐		☐		
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RULES CHECKLIST									
Rule # R381 -		Rule Description	C	NC	NA	Compliance Required By Date:	Corrected During Inspection	RISK: Low Moderate High Extreme	Notes
		C = Compliant NA = Not Assessed during this inspection							
Section 4: License Application, Renewal, Changes, and Variances			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-4(3)(a)-(h)		If the local fire authority states that an applicant for a new license or a renewal does not require a fire inspection, the department shall verify the applicant's compliance. ASK: Are you in compliance with your local fire authority?	☒	☐	☐		☐	M	
70-4(4)(a)-(j)	P	If an applicant for a new license or a renewal serves food and the local health department states that a kitchen inspection is not required, the department shall verify the applicant's compliance. ASK: Are you in compliance with your local health department?	☒	☐	☐		☐	M	
70-4(12)(a)-(f)		A provider shall submit a complete application to amend an existing license atleast 30 days before any of the following changes: (a) an increase or decrease of licensed capacity, including any change to the amount of usable indoor or outdoor space where child care is provided; (b) a change in the name of the program; (c) a change in the regulation type of the program; (d) a change in the name of the provider; (e) an addition or loss of a director; or (f) a change in ownership that does not require a new license.	☒	☐	☐		☐	L	
Section 5: Penalties, and Appeals			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-5(4)(e)		The department may deny or revoke a license if the child care provider) <i>fails to allow authorized representatives of the department access to the facility</i> to ensure compliance with this rule	☒	☐	☐		☐	M	
Section 6: Administration and Children's Records			C	NC	NA	Date	CDI	L, M, H, Ex	Notes

70-6(3)		The provider shall protect children from conduct that endangers children in care, or is contrary to the health, morals, welfare, and safety of the public.	☒	☐	☐		☐	L, M, H	
70-6(6)		The provider shall post their unaltered child care license on the facility premises in a place readily visible and accessible to the public.	☒	☐	☐		☐	L	
70-6(7)		The provider shall post a current copy of the department's Parent Guide at the facility for parent review during business hours.	☒	☐	☐		☐	L	
70-6(8)		The provider shall inform parents and the department of any changes to the program's telephone number and other contact information within 48 hours of the change.	☒	☐	☐		☐	L	
70-6(9)(a)-(b)		The provider shall: (a) have liability insurance, or (b) inform parents in writing that the provider does not have liability insurance.	☒	☐	☐		☐	L	
70-6(10)		The provider shall ensure that a parent completes an admission and health assessment form for their child before the child is admitted into the child care program.	☒	☐	☐		☐	M	

70-6(11)(a)-(m)	The provider shall ensure that each child's admission and health assessment form includes the following information: (a) child's name; (b) child's date of birth; (c) parent's name, address, and phone number, including a daytime phone number; (d) names of individuals authorized by the parent to sign the child out from the facility; (e) name, address, and phone number of an individual to be contacted if an emergency happens and the provider cannot contact the parent; (f) if available, the name, address, and phone number of an out-of-area emergency contact individual for the child; (g) parent's permission for emergency transportation and emergency medical treatment; (h) any known allergies of the child; (i) any known food sensitivities of the child; (j) any chronic medical conditions that the child may have; (k) instructions for special or nonroutine daily health care of the child; (l) current ongoing medications that the child may be taking; and (m) any other special health instructions for the caregiver.	☒	☐	☐		☐	L, M	
70-6(12)(a)-(b)	The provider shall ensure that the admission and health assessment form is: (a) reviewed, updated, and signed or initialed by the parent at least annually; and (b) kept on-site for review by the department.	☒	☐	☐		☐	M	
Section 7: Personnel and Training Requirements		C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-7(2)	The provider shall ensure that the center has a qualified director as required by licensing rules.	☒	☐	☐		☐	M	
70-7(3)(c)	The provider shall ensure that the director receives at least 2-1/2 hours of preservice training before beginning job duties;	☒	☐	☐		☐	L, M	

70-7(3)(f)		The provider shall ensure that the director completes at least 10 hours of child related training each year based on the facility's license date, or at least 45 minutes of child related training each month they work if hired partway through the facility's licensing year.	☒	☐	☐		☐	M	
70-7(5)		The provider shall ensure that the director is on duty at the facility during operating hours for at least 50% each time the program is open and has sufficient freedom from other responsibilities to manage the center and respond to emergencies.	☒	☐	☐		☐	M	
70-7(6)		The provider shall ensure that there is a director designee with authority to act on behalf of the director in the director's absence.	☒	☐	☐		☐	M	
70-7(7)(c)		The provider shall ensure that the director designee receives at least 2-1/2 hours of preservice training before beginning job duties.	☒	☐	☐		☐	L, M	
70-7(7)(e)		The provider shall ensure that the director designee completes at least 10 hours of child related training each year based on the facility's license date, or at least 45 minutes of child related training each month they work if hired partway through the facility's licensing year.	☒	☐	☐		☐	M	
70-7(7)(f)*		The provider shall ensure that the director designee has current first aid and cardio pulmonary resuscitation (CPR).	☒	☐	☐		☐	M	
70-7(8)		The provider shall ensure that the director or the director designee is present at the facility when the center is open for care.	☒	☐	☐		☐	M	
70-7(9)(c)		The provider shall ensure that staff working with children receive at least 2-1/2 hours of preservice training before working with children.	☒	☐	☐		☐	L, M	

70-7(9)(e)		The provider shall ensure that staff working with children complete at least 10 hours of child related training each year, based on the facility's license date, or at least 45 minutes of child related training each month they work if hired partway through the facility's licensing year	☒	☐	☐		☐	M	
70-7(9)(f)		The provider shall ensure that staff working with children do not have unsupervised contact with any child in the program, including during offsite activities and transportation, if the employee is younger than 18 years old.	☒	☐	☐		☐	H	
70-7(10)(b)		The provider shall ensure that any other staff such as drivers, cooks, and clerks receive at least 2-1/2 hours of preservice training before beginning job duties.	☒	☐	☐		☐	L, M	
70-7(11)		The provider shall ensure that volunteers are considered eligible by a CCL background check before becoming involved with child care.	☒	☐	☐		☐	H	
70-7(12)		The provider shall ensure that student interns who are registered and participating in a high school or college child care course and guests wear a guest nametag .	☒	☐	☐		☐	L, H	
70-7(13)		The provider shall ensure that parents of children in care do not have unsupervised contact with any child in the program, except with their own children.	☒	☐	☐		☐	L, H	
70-7(14)(a)-(b)		The provider shall ensure that household members who are: (a) 12 to 17 years old are considered eligible by a CCL background check; and (b) 18 years old or older are considered eligible by a CCL background check that includes fingerprints.	☒	☐	☐		☐	H	

70-7(15)(a)-(b)		The provider shall ensure that individuals who provide Individualized Educational Plan (IEP) or Individualized Family Service plan (IFSP) services such as physical, occupational, or speech therapists: (a) provide proper identification before having access to the facility or to a child at the facility; and (b) have received the child's parent's permission for services to take place at the facility.	☒	☐	☐		☐	H	
70-7(17)(a)-(k)		The provider shall ensure that preservice training includes at least the following topics: (a) job description and duties; (b) current department rule Sections R381-70-7 through R381-70-22; (c) disaster preparedness, response, and recovery; (d) pediatric first aid and cardio pulmonary resuscitation (CPR); (e) children with special needs; (f) safe handling and disposal of hazardous materials; (g) prevention, signs, and symptoms of child abuse and neglect, including child sexual abuse, and legal reporting requirements; (h) principles of child growth and development, including brain development; (i) recognizing the signs of homelessness and available assistance; (j) a review of the information in each child's health assessment in the caregiver's assigned group, including allergies, food sensitivities, and other special needs; and (k) an introduction and orientation to the children in care.	☒	☐	☐		☐	L	
70-7(18)(a)-(c)		The provider shall keep documentation of each individual's preservice training on-site for review by the department and shall ensure that documentation includes at least the following: (a) training topics; (b) date of the training; and (c) total hours or minutes of training.	☒	☐	☐		☐	L	

70-7(19)(a)-(h)	The provider shall ensure that annual child care training includes at least the following topics: (a) current department rule Sections R381-70-7 through R381-70-22; (b) disaster preparedness, response, and recovery; (c) pediatric first aid and CPR; (d) children with special needs; (e) safe handling and disposal of hazardous materials; (f) the prevention, signs, and symptoms of child abuse and neglect, including child sexual abuse, and legal reporting requirements; (g) principles of child growth and development, including brain development; (h) recognizing the signs of homelessness and available assistance.	☒	☐	☐		☐	L	
70-7(20)(a)-(d)	The provider shall ensure that documentation of each individual's annual child care training is kept on-site for review by the department and includes the following: (a) training topic; (b) date of the training; (c) name of the individual or organization that presented the training; and (d) total hours or minutes of training.	☒	☐	☐		☐	L	
70-7(22)(a)-(c)	The provider shall ensure that at least one staff member with a current Red Cross, American Heart Association, or equivalent pediatric first aid and CPR certification is present when children are in care: (a) at the facility; (b) in each vehicle transporting children; and (c) at each offsite activity.	☒	☐	☐		☐	M	
70-7(23)	The provider shall ensure that CPR certification includes hands-on testing.	☒	☐	☐		☐	M	

70-7(24)(a)-(c)		The provider shall ensure that the following records for each covered individual are kept on-site for review by the department: (a) the date of initial employment or association with the program; (b) a current pediatric first aid and CPR certification, if required in this rule; and (c) a six-week record of the times worked each day.	☒	☐	☐		☐	L	
Section 8: Background Checks			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-8(1)(a)-(b)		Before a new covered individual becomes involved with child care in the program, the provider shall use the CCL provider portal search to: (a) verify that the individual is eligible; and (b) associate that individual with their facility if the covered individual appears in the search.	☒	☐	☐		☐	M	
70-8(2)(a)-(d)		Before a new covered individual who does not appear in the CCL provider portal search becomes involved with the program, the provider shall: (a) have the individual submit an online background check form and fingerprints for individuals age 18 years old and older; (b) authorize the individual's background check through the CCL provider's portal; (c) pay any required fees; and (d) receive written notice from CCL that the individual is eligible.	☒	☐	☐		☐	H	

70-8(3)(a)-(c)*		To keep their background check eligibility current, the provider shall also ensure that a new background check form and fingerprints are submitted and authorized and fees are paid for any covered individual who has: (a) resided outside of Utah since their last background check was completed; (b) not been associated with an active, CCL approved child care facility within the past 180 days; or (c) has turned 18 years old 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.	☒	☐	☐		☐		
70-8(4)(a)-(c)		Within ten working days from when a child who resides in the facility turns 12 years old, the provider shall: (a) ensure that an online background check form is submitted; (b) authorize the child's background check through the CCL provider's portal; and (c) pay any required fees.	☒	☐	☐		☐	M	
70-8(11)		If a covered individual is considered not eligible by CCL, 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 background check finding is resolved.	☒	☐	☐		☐	H	
70-8(14)		The provider and the covered individual shall notify the department within 48 hours of becoming aware of the covered individual's arrest warrant, felony or misdemeanor arrest, charge, conviction, or supported LIS finding. Failure to notify the department within 48 hours may result in disciplinary action, including revocation of the license.	☒	☐	☐		☐	M	

Section 9: Facility			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-9(1)	P	The provider shall ensure that there is at least 35 square feet of indoor space for each child in the program, including the provider's and employees' children.	☒	☐	☐		☐	M	
70-9(5)		The provider shall ensure that the number of children in care at any given time does not exceed the capacity identified on the license. ASK for a total number including children being transported and on offsite activities	☒	☐	☐		☐	M	
70-9(6)	P	The provider shall ensure that any building or play structure on the premises constructed before 1978 that has peeling, flaking, chalking, or failing paint is tested for lead. If lead-based paint is found, the provider shall contact their local health department within five working days and follow required procedures for remediation of the lead hazard.	☒	☐	☐		☐	M, H	
70-9(7)		The provider shall ensure that each room and indoor area that is used by children is ventilated by mechanical ventilation, or by windows that open and have screens.	☒	☐	☐		☐	L, M	
70-9(8)	P	The provider shall ensure that windows and glass doors within 36 inches from the floor or ground are made of safety or tempered glass, or have a protective guard.	☒	☐	☐		☐	M	
70-9(9)		The provider shall ensure that rooms and areas have adequate light intensity for the safety of the children and the type of activity being conducted.	☒	☐	☐		☐	L, M	
70-9(10)		The provider shall maintain the indoor temperature between 65 and 82 degrees Fahrenheit.	☒	☐	☐		☐	L, M	

70-9(11)		The provider shall ensure that there is a working telephone at the facility, in each vehicle while transporting children, and during offsite activities.	☒	☐	☐		☐	M	
70-9(12)	P	The provider shall ensure that there are at least two working toilets and two working handwashing accessible to children in the center.	☒	☐	☐		☐	L	
70-9(13)	P	The provider shall ensure that there is at least one additional working toilet and one additional handwashing sink for each additional group of one to 25 children.	☒	☐	☐		☐	M	
70-9(14)	P	The provider shall ensure that there are bathrooms that provide privacy available for use by children.	☒	☐	☐		☐	M	
70-9(15)		The provider shall ensure that there is an outdoor area that is safely accessible to children	☒	☐	☐		☐	M	
70-9(16)	P	The provider shall ensure that the outdoor area has at least 40 square feet of space for each child using the area at one time.	☒	☐	☐		☐	M	
70-9(17)	P	The provider shall ensure that the total square footage of the outdoor area accommodates at least one-third of the approved capacity at one time or is at least 1600 square feet.	☒	☐	☐		☐	M	
70-9(18)		The provider shall ensure that the outdoor area is enclosed within a fence, wall, or solid natural barrier that is at least four feet high.	☒	☐	☐		☐	M, H	
70-9(19)		The provider shall ensure that there is no gap five by five inches or greater in or under the fence or barrier.	☒	☐	☐		☐	M, H	

70-9(20)		The provider shall ensure that children are in an enclosed area when children are outdoors, except during offsite activities.	☒	☐	☐		☐	H	
70-9(21)		The provider shall ensure that there is shade available to protect the children from excessive sun and heat when children are in the outdoor area.	☒	☐	☐		☐	L, M	
70-9(22)(a)-(c)		If there is a swimming pool on the premises that is not emptied after each use, the provider shall: (a) meet applicable state and local laws and ordinances related to the operation of a swimming pool; (b) maintain the pool in a safe manner; and (c) when not in use, cover the pool with a commercially-made safety enclosure that is installed according to the manufacturer's instructions, or enclose the pool within at least a four-foot-high fence or solid barrier that is kept locked and that separates the pool from any other areas on the premises.	☒	☐	☐		☐	H	
70-9(23)(a)-(f)		The provider shall maintain buildings and outdoor areas in good repair and safe condition including: (a) ceilings, walls, and floor coverings; (b) lighting, bathroom, and other fixtures; (c) draperies, blinds, and other window coverings; (d) indoor and outdoor play equipment; (e) furniture, toys, and materials accessible to the children; and (f) entrances, exits, steps, and walkways including keeping them free of ice, snow, and other hazards.	☒	☐	☐		☐	L, M, H	
70-9(24)		The provider shall ensure that accessible raised decks or balconies that are five feet or higher, and open stairwells that are five feet or deeper have protective barriers that are at least three feet high.	☒	☐	☐		☐	M, H	
Section 10: Ratios and Group Size			C	NC	NA	Date	CDI	L, M, H, Ex	Notes

70-10(1)		The provider shall maintain the staff-to-child ratio of at least one staff member for every 20 children.	☒	☐	☐		☐	L, M, H	
70-10(2)		The provider shall not exceed the maximum group size of 40 children per group.	☒	☐	☐		☐	L, M, H	
70-10(3)		The provider shall ensure that there are at least two staff members present when there are more than eight children on the premises.	☒	☐	☐		☐	H	
70-10(4)(a)-(b)		The provider shall include the provider's and employees' children: (a) in the group size when the parent of the child is working at the facility; and (b) in the group size and the staff-to-child ratio when the parent of the child is not working at the facility.	☒	☐	☐		☐	H	
70-10(5)		The provider may include caregivers, student interns who are registered in a high school or college child care course, and volunteers who are 16 or 17 years old in the caregiver-to-child ratio.	☒	☐	☐		☐	M	
70-10(6)		The provider shall ensure that guests do not count in caregiver-to-child ratios.	☒	☐	☐		☐	L, M, H	
Section 11: Child Supervision and Security			C	NC	NA	Date	CDI	L, M, H, Ex	Notes

70-11(1)(a)-(e)		The provider shall ensure that staff provide and maintain active supervision of each child, including that staff: (a) can hear the children and are close enough to intervene; (b) know the number of children in their assigned group at any time; (c) focus attention on the children and not on the staff's personal interests; (d) are aware of the entire group of children even when interacting with a smaller group or an individual child; and (e) position themselves so each child in their assigned group is actively supervised.	☒	☐	☐		☐	M, H	
70-11(2)(a)-(c)*		The provider shall ensure that staff and household members who are 16 or 17 years old only have unsupervised contact with any child in care, including during offsite activities and transportation when: (a) they are left unsupervised for no more than two consecutive hours per group; (b) the director or the director designee is physically present and available as needed; and (c) they are not volunteers.	☒	☐	☐		☐	M	
70-11(3)		The provider shall ensure that staff, volunteers, and household members who are younger than 16 years old are not assigned to care for or supervise any child in care.	☒	☐	☐		☐		
70-11(4)		The provider shall ensure that student interns who are registered and participating in a high school or college child care course and guests do not have unsupervised contact with any child in care, including during offsite activities and transportation.	☒	☐	☐		☐		
70-11(5)		The provider shall ensure that parents of children in care do not have unsupervised contact with any child in care, except with their own children.	☒	☐	☐		☐		

70-11(6)		The provider shall ensure that parents have access to their child and the areas used to care for their child when their child is in care.	☒	☐	☐		☐		
70-11(7)(a)-(f)		To maintain security and supervision of children, the provider shall ensure that: (a) each child is signed in and out; (b) only parents or individuals with written authorization from the parent may sign out a child; (c) photo identification is required if the individual signing the child out is unknown to the provider; (d) individuals signing children in and out use identifiers, such as a signature, initials, or electronic code; (e) the sign-in and sign-out records include the date and time each child arrives and leaves; and (f) there is written permission from the child's parent if children sign themselves in or out.	☒	☐	☐		☐	L, H	
70-11(9)		The provider shall ensure that a six-week record of each child's daily attendance, including sign-in and sign-out records, is kept on-site for review by the department.	☒	☐	☐		☐	L	
Section 12: Child Guidance and Interaction			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-12(1)		The provider shall ensure that no child is subjected to physical, emotional, or sexual abuse while in care.	☒	☐	☐		☐	H	
70-12(2)		The provider shall inform parents, children, and those who interact with the children of the center's behavioral expectations and how any misbehavior will be handled.	☒	☐	☐		☐	L	
70-12(3)		The provider shall ensure that individuals who interact with the children guide children's behavior by using positive reinforcement, redirection, and by setting clear limits that promote children's ability to become self-disciplined.	☒	☐	☐		☐		

70-12(4)		The provider shall ensure that staff use gentle, passive restraint with children only when it is needed to protect children from injuring themselves or others, or to stop them from destroying property.	☒	☐	☐		☐		
70-12(5)(a)-(f)		The provider shall ensure that interactions with the children do not include: (a) any form of corporal punishment or any action that produces physical pain or discomfort such as hitting, spanking, shaking, biting, or pinching; (b) restraining a child's movement by binding, tying, or any other form of restraint that exceeds gentle, passive restraint; (c) shouting at children; (d) any form of emotional abuse; (e) forcing or withholding food, rest, or toileting; or (f) confining a child in a closet, locked room, or other enclosure such as a box, cupboard, or cage.	☒	☐	☐		☐	H	
70-12(6)		Any individual who witnesses or suspects that a child has been subjected to abuse, neglect, or exploitation shall immediately notify Child Protective Services or law enforcement as required in state law.	☒	☐	☐		☐	H	
Section 13: Child Safety and Injury Prevention			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-13(1)		The provider shall ensure that the building, outdoor area, toys, and equipment are used in a safe manner and as intended by the manufacturer to prevent injury to children.	☒	☐	☐		☐	M	
70-13(2)		The provider shall ensure that poisonous and harmful plants are inaccessible to children.	☒	☐	☐		☐	M	
70-13(3)		The provider shall ensure that razors and other similar blades are inaccessible to children.	☒	☐	☐		☐	M	

70-13(4)		The provider shall ensure that strangulation hazards such as ropes, cords, chains, and wires attached to a structure and long enough to encircle a child's neck are inaccessible to children.	☒	☐	☐		☐	M	
70-13(5)		The provider shall ensure that tripping hazards such as unsecured flooring, rugs with curled edges, or cords in walkways are inaccessible to children.	☒	☐	☐		☐	M	
70-13(6)		The provider shall ensure that exits are free of any blocking objects.	☒	☐	☐		☐	M	
70-13(7)		The provider shall ensure that standing water that measures two inches or deeper and five by five inches or greater in diameter is inaccessible to children.	☒	☐	☐		☐	H	
70-13(8)(a)-(d)		The provider shall ensure that toxic or hazardous chemicals such as cleaners, insecticides, lawn products, and flammable, corrosive, and reactive materials are: (a) inaccessible to children; (b) used according to manufacturer instructions; (c) stored in containers labeled with the contents of the container; and (d) disposed of properly.	☒	☐	☐		☐	M	
70-13(9)(a)-(d)		The provider shall ensure that the following items are inaccessible to children: (a) matches or cigarette lighters; (b) open flames; (c) hot wax or other hot substances; and (d) when in use, portable space heaters, wood burning stoves, and fireplaces.	☒	☐	☐		☐	M, H	
70-13(10)		The provider shall ensure that live electrical wires are inaccessible to children.	☒	☐	☐		☐	M, H	

70-13(11)(a)-(b)		Unless used and stored in compliance with the Utah Concealed Weapons Act or as otherwise allowed by law, the provider shall ensure that firearms such as guns, muzzleloaders, rifles, shotguns, hand guns, pistols, and automatic guns are: (a) locked in a cabinet or area using a key, combination lock, or fingerprint lock; and (b) stored unloaded and separate from ammunition.	☒	☐	☐		☐	H, Ex	
70-13(12)		The provider shall ensure that weapons such as paintball guns, BB guns, airsoft guns, sling shots, arrows, and mace are inaccessible to children.	☒	☐	☐		☐	H	
70-13(13)		The provider shall ensure that alcohol, illegal substances, and sexually explicit material are inaccessible, and not used on the premises, during offsite activities, or in center vehicles any time a child is in care.	☒	☐	☐		☐	H	
70-13(14)		The provider shall ensure that an outdoor source of drinking water, such as individually labeled water bottles, a pitcher of water and individual cups, or a working water fountain is available to each child when the outside temperature is 75 degrees or higher.	☒	☐	☐		☐	M, H	
70-13(15)		The provider shall ensure that areas accessible to children are free of heavy or unstable objects that children could pull down on themselves, such as furniture, unsecured televisions, and standing ladders.	☒	☐	☐		☐	M	
70-13(16)		The provider shall ensure that hot water accessible to children does not exceed 120 degrees Fahrenheit.	☒	☐	☐		☐	L, M	

70-13(17)(a)-(d)		The provider shall ensure that tobacco, e-cigarettes, e-juice, e-liquids, and similar products are inaccessible and, in compliance with the Utah Indoor Clean Air Act, not used:(a) in the facility or any other building when a child is in care; (b) in any vehicle that is being used to transport a child in care; (c) within 25 feet of any entrance to the facility or other building occupied by a child in care; or (d) in any outdoor area or within 25 feet of any outdoor area occupied by a child in care.	☒	☐	☐		☐	M, H	
Section 14: Emergency Preparedness Response, and Recovery			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-14(1)		The provider shall have a written emergency preparedness, response, and recovery plan that: (a) includes procedures for evacuation, relocation, shelter in place, lockdown, communication with and reunification of families, and continuity of operations; (b) includes procedures for accommodations for children with disabilities and children with chronic medical conditions; (c) is available for review by parents, staff, and the departments during business hours; and (d) is followed if an emergency happens, unless otherwise instructed by emergency personnel.	☒	☐	☐		☐	M	
70-14(2)		The provider shall post the center's street address and emergency numbers, including at least fire, police, and poison control, near each telephone in the center or in an area clearly visible to anyone needing the information.	☒	☐	☐		☐	L, M, H	
70-14(3)		The provider shall keep first-aid supplies in the center, including at least antiseptic, bandages, and tweezers.	☒	☐	☐		☐	L	

70-14(4)		The provider shall conduct fire evacuation drills monthly and make sure drills include a complete exit of each child, staff, and volunteers from the building.	☒	☐	☐		☐	M	
70-14(5)(a)-(e)		The provider shall document each fire drill, including: (a) the date and time of the drill; (b) the number of children participating; (c) the name of the individual supervising the drill; (d) the total time to complete the evacuation; and (e) any problems encountered and remediation.	☒	☐	☐		☐	L	
70-14(6)		The provider shall conduct drills for disasters other than fires at least once every six months.	☒	☐	☐		☐	M	
70-14(7)(a)-(e)		The provider shall document each disaster drill, including: (a) the type of disaster, such as earthquake, flood, prolonged power or water outage, or tornado; (b) the date and time of the drill; (c) the number of children participating; (d) the name of the individual supervising the drill; and (e) any problems encountered and remediation.	☒	☐	☐		☐	L	
70-14(8)		The provider shall vary the days and times on which fire and other disaster drills are held.	☒	☐	☐		☐	L	
70-14(9)		The provider shall keep documentation of the previous 12 months of fire and disaster drills on-site for review by the department.	☒	☐	☐		☐	L	

70-14(10)(a)-(c)		The provider shall: (a) give parents a written report on the day of occurrence of each incident, accident, or injury involving their child; (b) ensure the report has the signatures of the caregivers involved, the center director or director designee, and the individual picking up the child; and (c) if children sign themselves out of the center, send a copy of the report to the parent on the day following the occurrence. ASK if this is being done.	☒	☐	☐		☐		
70-14(13)(a)-(b)		If a child is injured while in care and receives medical attention, or for a child fatality, the provider shall: (a) submit a completed accident report form to the department within the next business day of the incident; or (b) contact the department within the next business day and submit a completed accident report form within five business days of the incident.	☒	☐	☐		☐	L, M, H	
70-14(14)		The provider shall keep a six-week record of each incident, accident, and injury report on-site for review by the department.	☒	☐	☐		☐	L	
Section 15: Health and Infection Control			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-15(1)(a)-(f)		The provider shall keep the building, furnishings, equipment, and outdoor area clean and sanitary including: (a) walls and flooring clean and free of spills, dirt, and grime; (b) areas and equipment used for the storage, preparation, and service of food clean and sanitary; (c) surfaces free of rotting food or a build-up of food; (d) the building and grounds free of a build-up of litter, trash, and garbage; (e) frequently touched surfaces, including doorknobs and light switches, cleaned and sanitized; and (f) the facility free of animal feces.	☒	☐	☐		☐	M	

70-15(2)		The provider shall take safe and effective measures to prevent and eliminate the presence of insects, rodents, and other pests.	☒	☐	☐		☐	M	
70-15(3)(a)-(b)		The provider shall clean and sanitize any toys and materials used by children: (a) at least once a week or more often if needed; and (b) after being contaminated by a body fluid.	☒	☐	☐		☐	M	
70-15(4)		The provider shall ensure that fabric toys and items such as stuffed animals, cloth dolls, pillow covers, and dress-up clothes are machine washable and if used, washed at least each week or as needed.	☒	☐	☐		☐	L	
70-15(5)		The provider shall clean and sanitize water play tables or tubs daily if used by the children.	☒	☐	☐		☐	M	
70-15(6)		The provider shall clean and sanitize bathroom surfaces including toilets, sinks, faucets, toilet and sink handles, and counters each day the facility is open for business.	☒	☐	☐		☐	M	
70-15(7)		The provider shall keep toilet paper in a dispenser that is accessible to children	☒	☐	☐		☐	M	
70-15(8)		The provider shall post handwashing procedures that are readily visible from each handwashing sink and shall ensure that the procedures are followed.	☒	☐	☐		☐	L	

70-15(9)(a)-(g)		The provider shall ensure that staff and volunteers wash their hands thoroughly with liquid soap and running water: (a) upon arrival; (b) before handling or preparing food or bottles; (c) before and after eating meals and snacks or feeding a child; (d) after using the toilet or helping a child use the toilet; (e) after contact with a body fluid; (f) when coming in from outdoors; and (g) after cleaning up or taking out garbage.	☒	☐	☐		☐	M	
70-15(11)(a)-(f)		The provider shall ensure that children wash their hands thoroughly with liquid soap and running water: (a) upon arrival; (b) before and after eating meals and snacks; (c) after using the toilet; (d) after contact with a body fluid; (e) before using a water play table or tub; and (f) when coming in from outdoors.	☒	☐	☐		☐	M	
70-15(12)		The provider shall ensure that only single-use towels from a covered dispenser or an electric hand dryer is used to dry hands.	☒	☐	☐		☐	L	
70-15(13)		The provider shall store personal hygiene items, such as toothbrushes, combs, and hair accessories separate, so they do not touch each other, and ensure they are not shared or they are sanitized between each use.	☒	☐	☐		☐	L	
70-15(14)		The provider shall ensure that a child's clothing is promptly changed if the child has a toileting accident.	☒	☐	☐		☐	M	

70-15(15)(a)-(d)	The provider shall ensure that children's clothing that is wet or soiled from a body fluid is: (a) not rinsed or washed at the center; (b) placed in a leakproof container that is labeled with the child's name; and (c) returned to the parent; or (d) thrown away with parental consent.	☒	☐	☐		☐	M	
70-15(17)	The provider may not care for a child who is ill with an infectious disease at the center except when the child shows signs of illness after arriving at the center.	☒	☐	☐		☐		
70-15(18)(a)-(b)	If a child becomes ill while in care: (a) the provider shall contact the child's parent or, if the parent cannot be reached, an individual listed as the emergency contact to immediately pick up the child; and (b) if the child is ill with an infectious disease, the provider shall make the child comfortable in a safe, supervised area that is separated from the other children until the parent arrives.	☒	☐	☐		☐	M	
70-15(21)(a)-(c)	To prevent contamination of food, the spread of foodborne illnesses, and other diseases, the provider shall ensure that: (a) individuals who prepare food in the kitchen do not change diapers or help in toileting children; (b) caregivers who care for diapered children only prepare food for the children in their care, and they do not prepare food outside of the room used by the diapered children or prepare food for other children and adults in the facility; and (c) individuals with an infectious disease or showing symptoms such as diarrhea, fever, coughing, or vomiting do not prepare or serve foods.	☒	☐	☐		☐	M	
Section 16: Food and Nutrition		C	NC	NA	Date	CDI	L, M, H, Ex	Notes

70-16(1)		The provider shall offer a meal or snack to each child age at least once every three hours on days when services are provided for three or more hours.	☒	☐	☐		☐	M	
70-16(2)(a)-(e)		If food for children's meals or snacks is supplied by the provider, the provider shall ensure that: (a) the meal service meets local health department food service rules; (b) the foods that are served meet the nutritional requirements of the USDA Child and Adult Care Food Program (CACFP) whether or not the provider participates in the CACFP; (c) the provider uses the CACFP meal pattern requirements, the standard department-approved menus, or menus approved by a registered dietitian, and that dietitian approval is noted and dated on the menus, and current within the past five years; (d) the current week's menu is posted for review by parents and the department; and (e) if not participating or in good standing with the CACFP, keep a six-week record of foods served at each meal and snack.	☒	☐	☐		☐	L	
70-16(3)(a)-(b)		The provider shall ensure that the individual who serves food to children: (a) is aware of the children in their assigned group who have food allergies or sensitivities; and (b) ensures that the children are not served the food or drink they are allergic or sensitive to.	☒	☐	☐		☐	M, H	
70-16(4)		The provider may not place children's food on a bare table, and shall serve children's food on dishes, napkins, or sanitary highchair trays, except an individual finger food such as a cracker, which may be placed directly in a child's hand.	☒	☐	☐		☐	L	
70-16(5)(a)-(c)		If parents bring food and drink for their child's use, the provider shall ensure that the food is: (a) labeled with the child's name; (b) refrigerated if needed; and (c) consumed only by that child.	☒	☐	☐		☐	L	

Section 17: Medications			☐ Check here if there are NO Medications on the premises and the provider does not administer medications				CDI	L, M, H, Ex	Notes
70-17(1)		The provider shall lock nonrefrigerated medications or store them at least 48 inches above the floor.	☒	☐	☐		☐	M	
70-17(2)		The provider shall lock refrigerated medications or store them at least 36 inches above the floor and, if liquid, store them in a separate leakproof container.	☒	☐	☐		☐	M	
70-17(3)(a)-(d)		If parents supply any over-the-counter or prescription medications, the provider shall ensure those medications are: (a) labeled with the child's full name; (b) kept in the original or pharmacy container; (c) have the original label; and (d) have child safety caps.	☒	☐	☐		☐	M, H	
70-17(4)		The provider shall have a written medication permission form completed and signed by the parent before administering any medication supplied by the parent for their child.	☒	☐	☐		☐		
70-17(5)(a)-(d)		The provider shall ensure that the <u>medication permission form</u> includes at least: (a) the name of the child; (b) the name of the medication; (c) written instructions for administration; and (d) the parent signature and the date signed.	☒	☐	☐		☐	L	

70-17(6)(a)-(d)		The provider shall ensure that instructions for administering the medication include at least: (a) the dosage; (b) how the medication will be given; (c) the times and dates to administer the medication; and (d) the disease or condition being treated.	☒	☐	☐		☐	M	
70-17(9)(a)-(c)		The provider shall ensure that immediately after administering a medication, the staff giving the medication records the following information: (a) the date, time, and dosage of the medication given; (b) any error in administering the medication or adverse reactions; and (c) their signature or initials.	☒	☐	☐		☐	M, H	
70-17(12)		The provider shall keep a six-week record of medication permission and administration forms on-site for review by the department.	☒	☐	☐		☐	L	
Section 18: Activities			C	NC	NA	Date	CDI	L, M, H, Ex	Notes
70-18(1)		The provider shall offer daily activities that support each child's healthy physical, social, emotional, cognitive, and language development.	☒	☐	☐		☐	M	
70-18(2)		The provider shall ensure that daily activities include outdoor play as weather and air quality allow.	☒	☐	☐		☐	M	
70-18(3)		The provider shall ensure that physical development activities include light, moderate, and vigorous physical activity for <u>a daily total of at least 15 minutes for every two hours</u> children spend in the program.	☒	☐	☐		☐	M	

70-18(4)(a)-(b)	The provider shall <u>post a daily schedule that includes:</u> (a) activities that support children's healthy development; and (b) the times activities occur including at least meal, snack, nap or rest, and outdoor play times.	☒	☐	☐		☐	L	
70-18(5)	The provider shall ensure that toys, materials, and equipment needed to support children's healthy development are available to the children.	☒	☐	☐		☐	M	
70-18(6)	Except for occasional special events, the provider shall ensure that the children's primary screen time activity on media such as television, cell phones, tablets, and computers is planned to address the needs of children.	☒	☐	☐		☐	M	
70-18(7)(a)-(d)	If swimming activities are offered or if wading pools are used, the provider shall ensure that: (a) the parent gives permission before their child in care uses the pool; (b) staff stay at the pool supervising when a child is in the pool or has access to the pool, and when an accessible pool has water in it; (c) if the pool is over four feet deep, there is a lifeguard on duty who is certified by the Red Cross or other approved certification program any time children have access to the pool; and (d) lifeguards and pool personnel do not count toward the caregiver-to-child ratio.	☒	☐	☐		☐	M, H	
70-18(8)(a)-(f)	If offsite activities are offered, the provider shall ensure that: (a) the parent gives written consent before each activity; (b) the required caregiver-to-child ratio and supervision are maintained during the entire activity; (c) first aid supplies, including at least antiseptic, bandages, and tweezers are available; (d) children wear or carry with them the name and phone number of the center; (e) children's names are not used on nametags, t-shirts, or in other visible ways; and (f) there is a way for staff and children to wash their hands with soap and water, or with wet wipes and hand sanitizer if there is no source of running water	☒	☐	☐		☐	M, H	

70-18(9)(a)-(e)		The provider shall ensure that a staff member with the children takes the written emergency information and releases for each child in the group on each offsite activity, and that the information includes at least: (a) the child's name; (b) the parent's name and phone number; (c) the name and phone number of an individual to notify if an emergency happens and the parent cannot be contacted; (d) the names of people authorized by the parents to pick up the child; and (e) current emergency medical treatment and emergency medical transportation releases.	☒	☐	☐		☐	M	
Section 19: Play Equipment			☒	Check here if there is no play equipment			CDI	L, M, H, Ex	Notes
70-19(1)		The provider shall ensure that children using play equipment use it safely and in the manner intended by the manufacturer.	☐	☐	☐		☐	M	
70-19(2)		The provider shall ensure that <u>stationary play equipment has a surrounding use zone</u> that extends from the outermost edge of the equipment and that, with the exception of swings, stationary play equipment has at least a six-foot use zone if any designated play surface is higher than 30 inches.	☐	☐	☐		☐	M	
70-19(3)		The provider shall ensure that the use zone in the front and rear of a single-axis swing extends at least twice the distance of the swing pivot point to the ground.	☐	☐	☐		☐	M	
70-19(4)		The provider shall ensure that the <u>use zone for a multi-axis swing</u> , such as a tire swing, extends at least the measurement of the suspending rope or chain plus six feet.	☐	☐	☐		☐	M	
70-19(5)		The provider shall ensure that the <u>use zone for a merry-go-round</u> extends at least six feet in any direction from its outermost edge.	☐	☐	☐		☐	M	

70-19(6)(a)-(b)		The provider shall ensure that the <u>use zone for a spring rocker</u> extends: (a) at least three feet from the outermost edge of the rocker when at rest; or (b) at least six feet from the outermost edge of the rocker when at rest if the seat is higher than 20 inches.	☐	☐	☐		☐	M	
70-19(7)(a)-(d)		The provider shall ensure that the following use zones do not overlap the use zone of any other piece of play equipment: (a) the use zone in front of a slide; (b) the use zone in the front and rear of any single-axis swing, including a single-axis enclosed swing; (c) the use zone of a multi-axis swing; and (d) the use zone of a merry-go-round if the platform diameter measures 20 inches or more.	☐	☐	☐		☐	M	
70-19(8)		Unless prohibited in Subsection R38170-19(7), the provider shall ensure that the use zones of play equipment only overlap when there is at least six feet between the pieces of equipment if the designated play surface is 30 inches or lower, or there is at least nine feet between the pieces of equipment if the designated play surface is higher than 30 inches.	☐	☐	☐		☐	M	
70-19(9)		The provider shall ensure that, when in use, stationary play equipment is not placed on a hard surface such as concrete, asphalt, dirt, or the bare floor.	☐	☐	☐		☐	M	
70-19(10)		The provider shall ensure that protective cushioning covers the entire surface of each required use zone and that its depth or thickness is determined by the highest designated play surface of the equipment.	☐	☐	☐		☐	M	

70-19(11)(a)-(c)		If sand, gravel, or shredded tires are used as protective cushioning, the provider shall: (a) ensure that the cushioning is periodically checked for compaction and loosened to the depth listed in Table 1 if compacted; (b) if the material cannot be loosened due to extreme weather conditions, not allow children to play on the equipment until the material can be loosened to the required depth; and (c) ensure that the depth of the material meets the guidelines in Table 1. ***PLEASE see Table 1***	☐	☐	☐		☐	M	
70-19(12)(a)-(c)		If shredded wood products are used as protective cushioning, the provider shall: (a) keep on-site for review by the department documentation from the manufacturer that the wood product is protective cushioning; (b) ensure there is adequate drainage under the material; and (c) ensure the depth of the shredded wood meets the guidelines in Table 2. ***PLEASE see Table 2***	☐	☐	☐		☐	M	
70-19(13)		If a <u>unitary cushioning</u> is used, the provider shall maintain on-site for review by the department documentation from the manufacturer that the material is cushioning for playgrounds.	☐	☐	☐		☐	L, M	
70-19(14)		If a unitary cushioning is used, the provider shall ensure that the cushioning material is securely installed, so that it cannot become displaced when children jump, run, walk, land, or move on it, or be moved by children picking it up.	☐	☐	☐		☐	M	
70-19(15)		The provider shall ensure that a <u>play equipment platform</u> that is more than 48 inches above the floor or ground has a protective barrier that is at least 38 inches high.	☐	☐	☐		☐	M	

70-19(16)		The provider shall ensure that there is no gap greater than 3-1/2 inches in or under a required protective barrier on a play equipment platform.	☐	☐	☐		☐	M	
70-19(17)		The provider shall ensure that stationary play equipment is stable or securely anchored.	☐	☐	☐		☐	M	
70-19(18)		The provider shall ensure that there are no trampolines on the premises that are accessible to any child in care.	☐	☐	☐		☐	H	
70-19(19)		The provider shall ensure that there are <u>no entrapment hazards</u> on or within the use zone of any piece of stationary play equipment.	☐	☐	☐		☐	H	
70-19(20)		The provider shall ensure that there are <u>no strangulation hazards</u> on or within the use zone of any piece of stationary play equipment.	☐	☐	☐		☐	H	
70-19(21)		The provider shall ensure that there are <u>no crush, shearing, or sharp edge hazards</u> on or within the use zone of any piece of stationary play equipment.	☐	☐	☐		☐	H	
70-19(22)		The provider shall ensure that there are <u>no tripping hazards</u> such as concrete footings, tree stumps, tree roots, or rocks within the use zone of any piece of stationary play equipment.	☐	☐	☐		☐	M	
Section 20: Transportation			☐	Check here if the provider does not transport children			CDI	L, M, H, Ex	Notes
70-20(1)(a)-(b)		For each child being transported, the provider shall have a transportation permission form: (a) signed by the parent; and (b) on-site for review by the department.	☒	☐	☐		☐	M	

70-20(2)(a)-(e)		The provider shall ensure that each vehicle used for transporting children: (a) is enclosed with a roof or top; (b) is equipped with safety restraints; (c) has a current vehicle registration; (d) is maintained in a safe and clean condition; and (e) contains first aid supplies, including at least antiseptic, bandages, and tweezers.	☒	☐	☐		☐	M	
70-20(3)(a)-(c)		The provider shall ensure that the safety restraints in each vehicle that transports children are: (a) appropriate for the age and size of each child who is transported, as required by Utah law; (b) properly installed; and (c) in safe condition and working order.	☒	☐	☐		☐	M	
70-20(4)(a)-(i)		The provider shall ensure that the driver of each vehicle who is transporting children: (a) is at least 18 years old; (b) has and carries with them a current, valid driver's license for the type of vehicle being driven; (c) has with them the written emergency contact information for each child being transported; (d) ensures that each child being transported is in an individual safety restraint that is used according to Utah law; (e) ensures that the inside vehicle temperature is between 60-85 degrees Fahrenheit; (f) never leaves a child in the vehicle unattended by an adult; (g) ensures that children stay seated while the vehicle is moving; (h) never leaves the keys in the ignition when not in the driver's seat; and (i) ensures that the vehicle is locked during transport.	☒	☐	☐		☐	M, H	

70-20(5)(a)-(d)		If the provider walks or uses public transportation to transport children to or from the facility, the provider shall ensure that: (a) each child being transported has a completed transportation permission form signed by their parent; (b) a caregiver goes with the children and actively supervises the children; (c) the caregiver-to-child ratio is maintained; and (d) a caregiver with the children has written emergency contact information and releases for the children being transported.	☒	☐	☐		☐	M,H	
Section 21: Animals			☒	Please check this box if there are no animals on the premises			CDI	L, M, H, Ex	Notes
70-21(1)		The provider shall inform parents of the kinds of animals allowed at the facility.	☐	☐	☒		☐	L	
70-21(2)(a)-(c)		The provider shall ensure that there is no animal on the premises that: (a) is naturally aggressive; (b) has a history of dangerous, attacking, or aggressive behavior; or (c) has a history of biting even one individual.	☐	☐	☒		☐	H	
70-21(3)		The provider shall ensure that animals at the facility are clean and free of obvious disease or health problems that could adversely affect children.	☐	☐	☒		☐	L	
70-21(4)		The provider shall ensure that there is no animal or animal equipment in food preparation or eating areas.	☐	☐	☒		☐	L	
70-21(5)		If children help in the cleaning of animals or animal equipment, the provider shall ensure that the children wash their hands immediately after cleaning the animal or equipment.	☐	☐	☒		☐	L	
70-21(6)		The provider shall ensure that children and staff wash their hands immediately after playing with or touching reptiles and amphibians.	☐	☐	☒		☐	M	

CHECK	FIRST	LAST	ROLE	ADULT	BCU #		RECD COMP	CK DONE	ASSOCIATION	STATUS	Preservice Complete?	Training Hours?	Topics Complete?	Rules Complete?	NOTES
☐	Aaron	Jonathan	Asman	V	Yes	4327122D	05/07/2024	05/07/2024	05/21/2023 - Pres	Cleared	☐	☐	☐	☐	
☐	Abigail	Tana	Hogenson	V	Yes	5959340D	02/28/2025	02/28/2025	04/01/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Aiden	Ralph	Christesen	V	Yes	6228362W	08/30/2024	08/30/2024	04/19/2023 - Pres	Cleared	☐	☐	☐	☐	
☒	Alexis	Brianne	Callor	C	Yes	2068815V	08/30/2024	08/30/2024	05/30/2023 - Pres	Cleared	☐	☒	☒	☒	
☐	Andrea	Carol	Alcabes	O	Yes	1322706O	11/14/2024	11/14/2024	04/11/2014 - Pres	Cleared	☐	☐	☐	☐	
☐	Anna	Magdalena	Buchert	V	No	3768728L	05/23/2024	05/23/2024	06/03/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Anne	Marie	Pasmann	V	Yes	2272948O	05/29/2024	06/03/2024	06/04/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Ava	Michelle	Reynolds	V	Yes	3432892G	05/31/2024	5/31/2024	05/30/2023 - Pres	Cleared	☐	☐	☐	☐	
☐	Barrie	Alyse	McAlister	E	Yes	6883851Y	09/26/2023	09/26/2023	09/10/2020 - Pres	Cleared	☐	☐	☐	☐	
☐	Boden	Soprano	Chell	V	Yes	1263508M	06/26/2024	06/26/2024	05/30/2023 - Pres	Cleared	☐	☐	☐	☐	
☐	Braeden	Bucher		V	Yes	4612227V	10/16/2024	10/16/2024	05/23/2023 - Pres	Cleared	☐	☐	☐	☐	
☐	Caden	Hunter	Fackrell	V	No	7177852M	05/22/2024	5/22/2024	05/28/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Charles	Maxwell	Murphy	V	Yes	3014961B	06/28/2024	06/28/2024	05/24/2021 - Pres	Cleared	☐	☐	☐	☐	
☒	Chloe	Ava	Raymond	C	Yes	1462081R	06/28/2024	6/28/2024	05/30/2023 - Pres	Cleared	☐	☒	☒	☒	
☒	Connor	William	Eaton	C	Yes	7554196K	09/21/2023	9/21/2023	09/25/2023 - Pres	Cleared	☐	☒	☒	☒	
☒	Dylan	Lawrence	Bagley	C	Yes	4559990B	02/28/2025	02/28/2025	12/12/2023 - Pres	Cleared	☐	☐	☐	☐	
☐	Edward	Lucas	Jensen	V	No	2174948J	06/03/2024	06/07/2024	05/28/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Elaina		Woodbury	V	Yes	7318536O	05/13/2024	05/13/2024	05/28/2024 - Pres	Cleared	☐	☐	☐	☐	
☒	Elizabeth		Ghyka	C	Yes	4660052Q	01/11/2024	01/11/2024	05/17/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Gigi	Ann	Bernett-Weiland	V	Yes	2642273H	12/28/2023	12/28/2023	05/09/2024 - Pres	Cleared	☐	☐	☐	☐	
☒	Hannah	Beth	Smith	C	Yes	5243492G	05/28/2024	05/28/2024	05/27/2024 - Pres	Cleared	☐	☒	☒	☒	
☐	Jrehana	Matrece	Young	V	Yes	8088368Z	05/22/2024	05/22/2024	05/28/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Kamryn	Elizabeth	Hofeling	V	Yes	7244399I	05/10/2024	05/10/2024	05/27/2024 - Pres	Cleared	☐	☐	☐	☐	
☒	Karla	Dee	Pardini	CDE	Yes	4792274N	03/12/2024	3/12/2024	03/07/2011 - Pres	Cleared	☐	☐	☐	☐	
☐	Katherine		Knight	V	Yes	3544407Z	04/01/2025	04/01/2025	01/08/2024 - Pres	Cleared	☐	☐	☐	☐	
☒	Kelly		Dolan	C	Yes	3988587A	09/27/2023	09/27/2023	10/12/2023 - Pres	Cleared	☐	☐	☐	☐	
☐	Kjersten	Rebekah	Danzig	V	Yes	2733441J	08/08/2023	08/08/2023	05/29/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Kristina	May	Obermark	CDDE	Yes	6696402D	01/10/2024	01/10/2024	04/23/2021 - Pres	Cleared	☐	☒	☒	☒	
☐	Liam		Boyle	V	Yes	7791701N	09/30/2024	09/30/2024	05/30/2023 - Pres	Cleared	☐	☐	☐	☐	
☒	Lori		Petrucci	C	Yes	5919620Z	12/11/2024	12/13/2024	12/16/2024 - Pres	Cleared	☒	☒	☒	☒	
☒	Lucas	Eddie	Duffey	C	Yes	1162800L	02/14/2025	02/14/2025	08/17/2022 - Pres	Cleared	☐	☒	☒	☒	
☐	Lucy	Kate	Law	V	No	5622990T	05/30/2024	06/04/2024	06/04/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Madeline		Hall	V	Yes	1237770A	6/6/2024	06/07/2024	05/28/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Madison	Dean Nicole	Chin	V	Yes	1103799Y	01/24/2025	01/24/2025	03/29/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Madux	Jless	Pickering	V	Yes	0061208J	02/14/2025	02/14/2025	07/02/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Makeda	Bailey	Nelson	V	No	7168898K	05/07/2024	05/07/2024	05/28/2024 - Pres	Cleared	☐	☐	☐	☐	
☒	Maleah	Alane	Macey	C	Yes	9108227U	08/23/2024	08/28/2024	09/09/2024 - Pres	Cleared	☐	☒	☒	☒	
☐	Mangala		Manase	V	Yes	2822271S	06/20/2024	06/25/2024	06/24/2024 - Pres	Cleared	☐	☐	☐	☐	
☒	Morgan	Christina	Dutson	C	Yes	3974863U	09/20/2024	09/20/2024	05/30/2023 - Pres	Cleared	☐	☒	☒	☒	
☐	Olivia	Marie	Clarke	V	Yes	6891663Y	07/03/2024	07/03/2024	04/25/2023 - Pres	Cleared	☐	☐	☐	☐	
☐	Penelope	Rose	Masotti	V	Yes	6352750M	05/07/2024	05/07/2024	05/09/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Philip	Michael	Wheelton	V	Yes	1165300W	05/13/2024	05/20/2024	05/28/2024 - Pres	Cleared	☐	☐	☐	☐	
☒	Reagan	Sharon	Ebmeyer	C	Yes	9563877T	09/18/2024	09/18/2024	09/25/2024 - Pres	Cleared	☐	☒	☒	☒	
☐	Rio	Katelyn	Schwab	V	No	4051259K	05/09/2024	05/09/2024	05/09/2024 - Pres	Cleared	☐	☐	☐	☐	
☐	Sarah	Helen	Hess	V	Yes	6433998Y	07/26/2024	07/26/2024	06/05/2023 - Pres	Cleared	☐	☐	☐	☐	
☐	Sawyer	Cristie	Fife	V	Yes	1752127W	07/26/2024	07/26/2024	06/06/2023 - Pres	Cleared	☐	☐	☐	☐	
☐	Shannon	Renee	Marcelis	V	Yes	8785872C	08/23/2023	08/23/2023	05/27/2024 - Pres	Cleared	☐	☐	☐	☐	
☒	Stephanie	Morynn	Redford	C	Yes	9627060F	01/13/2025	01/13/2025	01/08/2025 - Pres	Cleared	☒	☐	☐	☐	
☒	Sydney	Danielle	Pearson	C	Yes	1144987D	02/27/2024	02/27/2024	11/27/2023 - Pres	Cleared	☐	☐	☐	☐	
☐	Sydney	Grace	Alexander	V	Yes	2179804K	06/03/2024	06/07/2024	05/28/2024 - Pres	Cleared	☐	☐	☐	☐	
☒	Trieste	Joey	Sessions	C	Yes	9575429R	09/25/2024	09/25/2024	09/30/2024 - Pres	Cleared	☐	☒	☒	☒	
☒	Zev	David	Katz	C	Yes	7313816K	8/8/2024	08/08/2024	05/23/2022 - Pres	Cleared	☐	☐	☐	☐	

CHECK	FIRST	LAST	ROLE	ADULT	BCU #		RECD COMP	CK DONE	ASSOCIATION	STATUS	Preservice Complete?	Training Hours?	Topics Complete?	Rules Complete?	NOTES
☒	Zoe	Antoniette	C	Yes	5840618N		06/03/2024	06/07/2024	05/28/2024 - Pres	Cleared	☐	☐	☐	☐	
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FACILITY NAME:	Jewish Community Center Out of School Time Center	FACILITY ID:	(F10-28675)	DATE:	4/15/2025
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CHILD CARE QUALITY SYSTEM: CENTER RATIOS AND GROUP SIZE WORKSHEET

[illegible]

[illegible]

ADDITIONAL INFORMATION

CHILD ADMISSION, HEALTH ASSESSMENT, AND SIGN-IN CONFIRMATION WORKSHEET

Use the following worksheet during annual announced inspections to track the completion of child admission agreements, health assessments, and sign-in paperwork. The checkbox on the left indicates the completion of the child's admission and health assessment forms. The checkbox on the right indicates whether the child was signed in for the day of the inspection.

CLASSROOM:	Teen Lounge		Arts & Crafts		MPR										
CHILDREN:	Jesse G	☒	☒	Colleen Harris	☒	☒	Charlie Coon	☒	☒		☐	☐		☐	☐
	Liv McCormick	☒	☒	Gus Ownbey	☒	☒	Ophelia	☒	☒		☐	☐		☐	☐
	Eleanor Bujdoso	☒	☒	Sam Whitfield	☒	☒	Parker Erikson	☒	☒		☐	☐		☐	☐
	Zevi Fischer	☒	☒		☐	☐		☐	☐		☐	☐		☐	☐
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NOTES:															
CLASSROOM:															
CHILDREN:		☐	☐		☐	☐		☐	☐		☐	☐		☐	☐
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	NOTES:					
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CCL COMPLIANCE GRANT VERIFICATION

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<i>PROVIDER SIGNATURE (Please sign or type name below):</i>			<i>LICENSOR SIGNATURE (Please sign or type name below):</i>