West Virginia Department of Health & Human Resources
Department of Health

CHILD CARE CENTER INSPECTION REPORT

<table>
<thead>
<tr>
<th>Name of Facility</th>
<th>Address</th>
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<tbody>
<tr>
<td>Owner/Operator</td>
<td>City/County</td>
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Type of Child Care Center: [ ] Day Care Center (Capacity > 12) [ ] Family Day Care Facility (Capacity 7-12)

Recommendation for Licensure or Certification by Division of Human Services: [ ] Regular [ ] Provisional [ ] Withhold

Notice: based on an inspection this day, the items marked below and on the reverse must be corrected within the period of time specified in writing by the health authority. Failure to comply with this notice may result in immediate suspension of your permit. An opportunity for an appeal will be provided if a written request for a hearing is filed with the health authority within the period of time established in this notice for the correction of the violations. Please note that the numbers in parentheses to the right of each heading correspond to the applicable section numbers in the Child Care Center Rules, 64 CSR 21.

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<tr>
<th>ITEM</th>
<th>REMARKS</th>
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VIOLATIONS MUST BE CORRECTED ON OR BEFORE ___________________ SANITARIAN

1. FOOD SERVICE (Sec. 11)
Day care centers must comply with the Food Service Sanitation Rules, 64 CSR 17. See Inspection form SF-1.

Family day care facilities:
- a) All areas/equipment/utensils clean, good repair.
- b) Food contact surfaces non-toxic, cleanable; cleaned and sanitized.
- c) Dishwashing facilities provided. Mechanical dishwasher capable of sanitizing or dishes manually washed, rinsed & sanitized. Air dried.
- d) Food sound condition, approved sources. No home canned food.
- e) Adequate refrigeration ≤ 41°F.
- f) Food protected from contamination.
- g) Thoroughly cooked.
- h) Served immediately, refrigerated, or held at 140°F or above.
- i) Staff wash hands as required.
- j) Good hygienic practices, clean clothing, hair restraints, no tobacco.
- k) Food service workers permits.

2. STAFFING/SUPERVISION (Sec. 16)
FAMILY DAY CARE FACILITY
- Maximum capacity = 12 children.
- No more than 4 infant/toddlers (0 – 2 years).
- 2 staff for: >2 infants (0 – 12 months) OR >6 children (0 – 12 years)
- Total child care staff present: ______
- Total children present: ______
- Ages: 0 – 12 months ______
- 12 – 24 months ______
- >24 months ______

DAY CARE CENTER
- Required Ratio No. Children Present Actual Ratio
- Adult/Child Present Adult/Child
- 0 – 2 yrs. 1:4 ______
- 2 – 3 yrs. 1:8 ______
- 3 – 4 yrs. 1:10 ______
- 4 – 5 yrs. 1:12 ______
- 5 – 6 yrs. 1:15 ______
- School Age 1:16 ______
- Total present: ______ children ______ child care staff

3. ANIMALS (Sec. 7)
- a) Animals and quarters clean.
- b) No wild, dangerous, aggressive, ill animals.
- c) Aquariums in activity area, out of reach.
- d) Dogs and cats vaccinated.
- e) In day care centers, outdoor quarters separate from children's areas.
- f) Indoor quarters and litter boxes not in food prep, storage, or serving areas.
- g) No live animals in food areas or in-use dining areas.

4. LAUNDRY (Sec. 15)
- a) In day care centers, laundry may not be done in activity or food areas.
- b) Soiled laundry in nonabsorbent, cleanable, covered containers.
- c) Soiled and clean laundry separated.
- d) Clean laundry stored protected.
- e) Laundry mech. washed & dried; or mech. washed, sanitized, air-dried.

SEE REVERSE SIDE
5. LOCATION, STRUCTURE, SIZE  (Sec. 5.1)

a) Noise and pollution free.
b) Sound structure, in good repair.
c) Painted surfaces free of lead, toxics.
d) Spacing 35 sq. ft. per child

6. ACTIVITY AREAS & EQUIPMENT  (Sec. 6)

a) Safe, smooth, easily cleanable.
b) Outdoor space 75 sq. ft. per child or staggered play times
c) Outdoor play spaces well drained, no hazards.
d) At day care centers, outdoor play spaces fenced or barriers 3 ft. tall.
e) At family day care facilities, unsafe areas fenced or with barriers 3 ft. tall.
f) Outdoor equipment properly installed.
g) Sandbox covered when not in use.
h) Wading pools in compliance with Recreational Water Facilities rule.

7. FLOORS, WALLS, & CEILINGS  (Sec. 5.2)

a) Easily cleanable construction.
b) Toilet rooms and food service areas: Approved construction, covered floor/wall juncture.
   No carpeting (except in family day care facilities kitchen and dining areas).
c) Carpets secure, non-skid

8. BEDDING & SLEEPING AREAS  (Sec. 8)

a) Bed, cot, crib, couch, playpen, or mat for each child who naps.
b) Separate cribs for infants, 24” apart.
   Bars ≤ 2 3/8” apart. Safe construction
c) Individual sheets and covers, laundered as required.
d) Sleeping surfaces waterproof.
e) No stackable cribs. No child <9 years on upper level of double-deck beds.

9. HEATING & VENTILATION  (Sec. 5.3)

a) Approved ventilation. Fans shielded, openings <1/2” or out of reach.
b) Approved heating units. Floor level temperature at least 68°F.
c) No unguarded open-face heaters.
d) Oil and gas fired devices vented.
e) Shielding on radiators, registers, etc.
f) Thermometer 30” above floor level.

10. LIGHTING  (Sec. 5.5)

a) Play and activity surfaces 50 ft. candles; all other areas 30 ft. candles.
b) Effective shields.

11. INSECT & RODENT CONTROL  (Sec. 5.4)

a) Building rat-proof construction.
b) Outer doors close fitting, self-closing.
c) Outer openings protected.
d) Center free of insects and rodents.
e) Insecticides and rodenticides approved.

12. DIAPERING & TOILET TRAINING  (Sec. 9)

a) Established area, approved location.
b) Surface clean, safe, impervious, nonabsorbent, used for no other purpose.
c) Child’s perineal area cleaned.
d) Staff hands wiped on moist towelette or paper towel after removing soiled diaper and before putting on fresh diaper.
e) Staff and child’s hands washed.
f) Surface cleaned and disinfected after each use.
   Disposable paper discarded after each diapering.
g) Soiled disposable diapers stored in approved container; kept clean.
h) Soiled cloth diapers/training pants stored in labeled, covered, commercial diaper service container.
i) Toilet training chairs easily cleanable.
   Emptied into toilet, cleaned, sanitized in utility sink after each use.
j) Hand-washing sinks not used for rinsing soiled diapers/clothing or for cleaning toilet training equipment.

13. HAND WASHING  (Sec. 13)

a) Staff wash hands before work, after diapering, after visiting toilet room, and as needed.
b) Children’s hands washed before and after eating; after handling animals; after visiting toilet room; and before any food service activity.

14. HOUSEKEEPING/SANITATION  (Sec. 14)

a) All areas and equipment clean, in good repair, neat and orderly. Indoor surfaces clean and disinfected when soiled or weekly.
b) Toys cleaned and disinfected; if soiled or mouthed, between uses.
   Infants/toddlers toys, daily; non-washables not shared.
   Non-diapered children toys, weekly or when soiled.
   Washable cloth toys kept clean.

15. WATER SUPPLY  (Sec. 19)

a) In compliance with rules.
b) Hot and cold running water at 20 psi.
   Maximum temperature for child areas 120°F.
c) Drinking fountains approved construction, accessible, pressure regulated.
   1 per 40 children.
   Cups from dispenser.

16. TOILET, LAVATORY & BATHING  (Sec. 5.7)

a) Toilet rooms provided, accessible.
b) In day care centers, separate facilities for males and females >6 yrs.
c) 1 flush toilet, 1 lavatory per 15
   Hand-wash sink located, accessible to diaper changing area.
f) Fixtures child-sized or modified seats or step stools, properly constructed.
f) Lavatories provided. Mixing faucets or tempered water, soap, towels.
g) Waste receptacles at lavatories.
h) If separate employee toilet room: Minimum 1 flush toilet, 1 lavatory.
i) Covered waste container provided.
j) For night time care, bathtub, shower plus facilities for infants/toddlers. Anti-slip.
   No child <6 unsupervised.
   Soap, washcloths, and towels.

17. EMPLOYEE HEALTH  (Sec. 10)

a) Clean outer garments, personal cleanliness, good hygienic practices.
b) Tobacco use restricted.
c) Persons with communicable disease prohibited or restricted.
d) Universal precautions used. Spills of body fluids properly cleaned up, surfaces disinfected.

18. SAFETY  (Sec. 16)

a) Accident-free environment.
b) Children supervised at all times.
c) Free of hazards. Railings/barriers on porches/platforms >3ft. above ground and on top and bottom of stairs when preschoolers present.
d) First aid kit available; inaccessible to children; taken on field trips.
   Minimum contents provided.

19. GARBAGE & REFUSE  (Sec. 12)

a) Approved containers.
b) Covered when not in use.
c) Removed weekly or as needed.
d) In day care centers, concrete platform or metal rack for outside storage.
e) Containers cleaned when emptied.
f) Frost-proof hose bibb.

20. PLUMBING  (Sec. 5.6)

a) Meets local or state building code.
b) No cross-connection/back siphonation.

21. SEWAGE SYSTEM  (Sec. 17)

a) In compliance with sewage rules.
b) No cross-connections/back siphonation.

22. STORAGE  (Sec. 18)

a) Approved facilities.
b) Poisons and hazardous items in original containers and inaccessible.