

FCCLH Monitoring Visit Checklist

Core Rules

Date: _____	Arrival: _____	Departure: _____
Provider: _____	Enrolled: _____	
# Present: _____	# DFCS: _____	
# Pay Related: _____	# Pay Unrelated: _____	
# No Comp Related: _____	# No Comp Unrelated: _____	
Names of Staff Present: _____		
Insurance: Y / N	Facility Profile Update completed: _____	
Business License Y/N	Compliance Determination completed: _____	

Rule Number	C	NC	STAFFING AND SUPERVISION	Comments
290-2-3-.07(17)			At least one Adult with sat. Comp. RC Det. supervising Children at all times. Plans for additional help if necessary. Seated within arm's length away from children 3 yrs and younger during mealtime	
290-2-3-.07(18)			Assistant (at least 16 yrs old) present when: -more than 3 children under 12 mths present -more than 6 children under 3 yrs present -more than 8 children under 5 yrs present	

Rule Number	C	NC	EQUIPMENT and SUPPLIES	Comments
290-2-3-.12(5)			Free from hazardous conditions and kept clean	
290-2-3-.12(7)			Secured if unstable to prevent tipping, falling, etc. (Check equipment/anchor requirements)	

Rule Number	C	NC	SAFE SLEEPING and RESTING REQUIREMENTS	Comments
290-2-3-.19(1)(a)			Adequate number of safety approved cribs	
290-2-3-.19(1)(a)1.			Cribs in good repair/Free of hazards/Stack cribs or cribs with drop sides not used	
290-2-3-.19(1)(a)2.			Crib mattresses firm/Tight-fitting/At least 2" thick/Waterproof/Disinfected	
290-2-3-.19(1)(a)3.			Crib sheets tight-fitting/Changed daily	
290-2-3-.19(2)			Only sleep in safety approved crib;	
			Infants placed on back for sleeping	
			Sleep sacks fit appropriately, Swaddling not used without physician statement	
			No soft items in or on crib with infants	
			No objects attached to cribs with sleeping infants	
290-2-3-.19(2)(a)			Infant sleeping area temperature 65-85 degrees, Adequate lighting to see infant's breathing and color of skin	
290-2-3-.19(2)(b)			Positioning devices/monitors not used without a physician's statement	
290-2-3-.19(2)(c)			Infants not allowed to sleep in other equipment or on the floor/Moved to cribs to sleep	

Rule Number	C	NC	SWIMMING POOLS and WATER RELATED ACTIVITIES	Comments
290-2-3-.07(19)(a)			Supervision and Staff: Child ratios maintained In Water > 2' Deep: Under 2 ½ Yrs = 1:2 2 ½ - 4yrs = 1:5 4yrs+ = 1:6 (cannot swim 15 yards unassisted) 4Yr+ = 1:8 (can swim 15 yards unassisted)	
290-2-3-.13(2)(d)			Swimming pool fenced/Pool inaccessible to children	

Rule Number	C	NC	PHYSICAL PLANT/ BUILDINGS & GROUNDS	Comments
290-2-3-.11(2)(f)			Hazardous items inaccessible	
290-2-3-.11(2)(g)			Firearms inaccessible	
290-2-3-.11(2)(h)			Smoke detector working on each level of Home	
290-2-3-.11(2)(i)			2-A:10-B:C Fire Extinguisher/Inaccessible/Working	
290-2-3-.13(1)			Flammable liquids stored outside	
290-2-3-.13(1)(d)			Home clean/Free from hazards	
			Free of fire hazards/combustible materials;	
			Heating equipment inaccessible/barrier/screen;	
			Unvented heater equipped with shut off valve	

Rule Number	C	NC	PLAYGROUNDS	Comments
290-2-3-.13(2)(a)			Outside grounds/play area free from hazards	
			Hazards observed:	
290-2-3-.13(2)(b)			Climbing/Swinging equipment anchored	
290-2-3-.13(2)(c)			Resilient surface and fall zone maintained	
290-2-3-.13(2)(d)			Play area fence/barrier present and at least 4' high; fencing material not hazardous	

Rule Number	C	NC	CHILDREN'S HEALTH and HYGIENE	Comments
290-2-3-.11(1)(i)			Provider/Staff handwashing; soap/warm running water and as required	
290-2-3-.11(1)(j)			Children's handwashing; soap/warm running water and as required	

Rule Number	C	NC	DIAPERING AREAS and PRACTICES	Comments
290-2-3-.11(1)(f)			Diaper changed own crib/Non-porous surface	
			Changing surface disinfected after each diaper change	

Rule Number	C	NC	MEDICATIONS	Comments
290-2-3-.11(1)(d)			Parental authorization for medication obtained/complete	

			Medication dispensing record kept/complete (child's name, name of medication, date, time, dose given, person giving)	
			Medication inaccessible to children	
			Medication stored appropriately (i.e. refrigerated if required, etc.)	

Rule Number	C	NC	DISCIPLINE	Comments
290-2-3-.11(3)			Discipline not detrimental to physical/mental health of children	
290-2-3-.11(3)(a)			No Physical/Sexual Abuse or sexually overt conduct	
			No Corporal/Physical punishment	
			No Shaking/Jerking/Pinching/Handling a child roughly	
			No Verbal Abuse or Humiliation	
			No Isolation in a Dark Room/Closet/Unsupervised area	
			No Use of Mechanical or Physical Restraints	
			No Use of Medication to Discipline/Control behavior	
			No Bathroom Use Restricted	
			No Toileting Accidents Punished	
			No Force Feeding/Food Withheld	
			No Naps Forced/Withheld	
			Children Do Not Discipline/Humiliate Others	
		Children Not Confined to Swing/Highchair/etc.		

Rule Number	C	NC	TRANSPORTATION	Comments
290-2-3-.11(2)(j)			Driver w/ current driver's license	
290-2-3-.11(2)(k)			Child(ren) appropriately restrained (seat belts or car seats) when transported	
290-2-3-.11(2)(l)			Child(ren) not left unattended in a motor vehicle	
290-2-3-.11(2)(m)			Authorization for Emergency Medical Treatment maintained in vehicle	

Rule Number	C	NC	CRIMINAL RECORDS CHECK	Comments
290-2-3-.21(1)(b)			Provider – valid and current sat. Comprehensive Records Check Det.; clearance date no older than 12 mths from hire date; new one if lapse of 6 mths from industry	
290-2-3-.21(1)(c)			Employee – valid and current sat. Comprehensive Records Check Det (also for residents age 17+); clearance date no older than 12 mths from hire date; new one if lapse of 6 mths from industry	
290-2-3-.21(1)(d)			Provisional Employee – valid and current sat. Fingerprint Records Check Det. & supervised by staff w/ sat. Comp (also for residents age 17+); clearance	

			date no older than 12 mths from hire date; new one if lapse of 6 mths from industry	
290-2-3-.21(1)(e)			No actual or potential Provider, Employee or Provisional Employee with an unsatisfactory Fingerprint Records Check Determination or Comprehensive Records Check Determination present	

Rule Number	C	NC	Compliance with Applicable Laws and Regulations	Comments
290-2-3-.07(27)			No criminal act committed in presence of child(ren) and comply with applicable laws and regulations	

NOTES/FOLLOW-UP CITATIONS/ADDITIONAL FINDINGS: