

## Residential Day Care Inspection Checklist

The attached application must be filled out completely to obtain approval to utilize a one- or two-family dwelling for child day care services provided for less than 24 hours, for 4 to 12 children. The dwelling unit must be used primarily as a private residence, and the provision of day care services must be secondary to the use of the dwelling as a residence. **A UCC approval does not constitute compliance with the licensure requirements enforced by the Pennsylvania Department of Public Welfare.**

### Exterior:

- The street address must be clearly visible from the street
- Double cylinder (key required both sides) locks on exit doors **are prohibited**.
- Doors to the house must be easily accessible from the inside and outside – not blocked by appliances, furniture, stored items, etc.
- Residences with attached garages are required to have a tight fitting, solid wood bonded core door at least 1 3/8 inches thick or a door with a fire protection rating of 20 minutes or greater, and a separation wall consisting of 1/2" inch thick gypsum wall board or it's equivalent on the garage side between the residence and garage.
- Fenced yard.

### Interior:

- Safety-covers or plug-caps on each electrical outlet.
- Electrical cords must be in good condition - plugs into outlet firmly, no bare wires.
- Extension cords cannot be used as a substitute for permanent wiring – cannot be run under carpets, under doors, through walls or ceilings, nor be subject to environmental damage or physical impact.
- Any closet door latches must be made so that children can open the door from inside the closet.
- Bedroom/Bathroom door locks must be openable from outside; opening devices (such as keys) must be readily accessible.
- If any room in the house accessible by day-care children locks from inside the room, the key or unlocking device must be close to the door and easily accessible. You will need to demonstrate unlocking the door during the inspection.
- Stairways of four or more steps must have handrails.
- Stairways must be lighted, in good repair and free of clutter and obstructions.
- If basement is to be used, the area needs to be finished.

- Furnace, water heater, wood stoves and other heating devices must be inaccessible to children.
- Carbon Monoxide detectors must be used with fuel burning furnaces, installed and maintained per manufacturers specifications.
- Flue pipes to water heaters and furnaces must be connected properly and in good condition.
- LPG gas cylinders must be stored outside.
- Flammable liquids (i.e. gasoline, paint thinner, etc.) must be stored in a garage or other approved location and away from heat sources. Containers should be properly marked.
- Combustible storage (i.e. boxes, clothing, rags) must be kept at least 36" from furnaces and water heaters.
- Whenever in use, fireplaces, wood burning stoves, space heaters, steam radiators, and other potentially hot surfaces, such as steam pipes, must be protected by guards to prevent access by children.
- Walls and ceilings must be in good condition, no peeling, chipping paint or loose wallpaper.
- Floors should be of a cleanable substance (i.e. tile, carpet, wood) in good condition, no rips or tears, missing tiles, splinters, etc.

**Safety:**

- There must be a working smoke detector on EVERY level – including levels not used for childcare.
- Fire extinguishers should be located in or near the kitchen and be easily accessible. Must be a size 2A 10BC or larger. Proof of yearly servicing will be required.
- There must be two means of escape/egress from each room of the residence used by children. One means of escape must be a stairway or door leading to the floor of exit discharge; the other must be a door or window leading directly outside. Windows must be operable without special knowledge or tools.
- Windows in sleeping area will be checked for egress requirements. (1<sup>st</sup> floor 5.0 s.f - 2<sup>nd</sup> floor 5.7 s.f., clear openable area)
- Water heater temperature set to prevent scalding, should not exceed 120°F.
- Furnaces should be checked and serviced on a regular basis.
- At least one operational and easily located flashlight for childcare use.
- A clearly posted written fire, tornado, flood, evacuation and medical emergency plan. This plan should include where children will be taken and what steps will be taken in each type of emergency.