

# FAMILY DAYCARE\*\* (4-6 Children)

## UCC Occupancy Inspection (Pre-inspection Checklist\*)

\*Any items marked "NO" must be corrected prior to scheduling inspection

<b><u>INDOOR</u></b>	Yes	NO*
<b><u>General</u></b>		
Used primarily as residence (R-3 Occupancy)		
Operable telephone (a facility that has an unpublished telephone number must comply with the Department of Public Welfare's regulations regarding notice.)		
Floors, walls, ceiling, & other surfaces are clean, in good repair, and free from visible hazards. (Including no peeling paint)		
Halls & Stairways are well-lit		
Glass located in child care area to have visible strip		
At least 1 flushing toilet and 1 sink with running water		
No evidence of infestation (rodent or insect) or accumulation of rubbish or garbage		
Room temperature between 65° and 82° (if over 82°, mechanical ventilation must be provided)		
Natural (openable windows) or mechanical (fans & vents) ventilation required		
Windows or doors used for ventilation screened & screen in good repair		
Doors or windows above ground floor that are accessible to children & open directly to outdoors have opening limited to 6" or less		
If basement is to be used for childcare, the area must to be finished and comply with egress requirements.		
<b><u>Fire &amp; Life Safety</u></b>		
Have a working smoke detector on <b><u>each floor (including the basement) and in each room used for sleeping.</u></b>		
Class "B" Fire extinguisher in kitchen and other cooking areas. Fire extinguishers should be easily accessible.		
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.		

Doors to the house must be easily accessible from the inside and outside – not blocked by appliances, furniture, stored items, etc.		
Double cylinder (keyed both sides) locks on exit doors <b>are prohibited</b> . All locks must be operable from the <i>inside</i> without the use of a key, tool, excessive force or special knowledge.		
Nearest hospital, poison control center, police, fire, police, & ambulance stations phone numbers posted by each phone		
A clearly posted written fire, tornado, flood, evacuation and medical emergency plan.		
First aid kit available, but inaccessible to children		
Fireplaces, etc. shall be securely screened or equipped with protective guards		
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 manufacturer’s specifications.		
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.		
Water heater temperature set to prevent scalding, should not exceed 110°F.		
Hot water pipes or other pipes accessible to children that are greater than 110° equipped with protective guards or insulated		
Protective covers (Safety-covers or plug-caps) in or over all electrical outlets, all face plates/switch plates intact and free of cracks		
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.		
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 its equivalent on the garage side between the residence and garage.		
Stairs, halls, exits from rooms and facilities or any other means of egress must be unobstructed		
Doors or doorways that open to stairways <i>without</i> landings shall be restricted or removed		

<b><u>OUTDOOR</u></b>	Yes	No*
Outdoor equipment that is embedded mounted is over loose fill or unitary playground protective surface covering		
Slides over 4’ in height have guards on both sides		

Protective material with a diameter of less than 1" cannot be used in infant/toddler care areas		
Outdoor play area is clean, in good repair, and free from visible hazards		
Walkways kept free of ice, snow, leaves, equipment, etc.		
If unsafe conditions are in or near outdoor play space, a fence or natural barrier is required		

Name: \_\_\_\_\_

Phone No. \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

**\*\*55 Pa. Code, Chapter 3290, Family Child Care Homes.** This regulation provides the rules regarding operation of a family care home. A family day care home is a facility in which four, five or six children unrelated to the operator receive child care services. A family care home must be located in a home and must have a certificate of registration from DHS in order to operate.

<http://www.dhs.pa.gov/provider/earlylearning/childcareregulations/>

**§ 3290.14. Building codes.**

A certificate of registration will not be granted by the Department until the legal entity provides a certificate of occupancy as proof of compliance with the applicable requirements in 34 Pa. Code § 403.23 (relating to child day care facilities).