

Certified Family Child Care Health & Safety Review Checklist

License Number: _____ Expiration Date: _____
 Visit Date: _____
 Licensing Specialist: _____ Phone #: _____

New Facility Renewal Re-Open Change of Provider Change of Address Visit Number: _____
 Facility Name: _____
 Facility Address: _____
 Phone Number: _____ Fax Number: _____
 Provider: _____ Registry Expiration Date: _____
 Substitute Provider: _____ Registry Expiration Date: _____
 Email Address: _____

Hours of Operation

Mon: _____ - _____ Tu: _____ - _____ Wed: _____ - _____ Th: _____ - _____
 Fri: _____ - _____ Sat: _____ - _____ Sun: _____ - _____
 Ages served: _____ Capacity: _____

Building Dept. and/or Planning & Zoning Approval (if applicable): Date: _____
 Environmental Health Specialist Approval: Date: _____
 Floor Plan Submitted: Yes No Not Applicable Date: _____
 Fire Life Safety Self-Evaluation Review Date: _____ (Applicable only if licensed for more than 12 children)

Outdoor Square Footage: _____ Number of Toilets: _____ Approved Licensed Capacity: _____

Room	Comments	Age Group	Square Footage	Actual Capacity	Licensed Capacity

NOTE:
 Minimum square footage needed for the first 12 children at 35 square feet per child = 420 square feet.
 For each additional child over the capacity of 12, there is to be 50 square feet per child.

13 Children require a minimum of 470 square feet 15 children require a minimum of 570 square feet
 14 children require a minimum of 520 square feet 16 children require a minimum of 620 square feet

In Compliance	Not in Compliance	Discussed Only	Rule Number	Requirement
---------------	-------------------	----------------	-------------	-------------

Required Postings and Available Information

			0050(1)	The following items shall be posted in the certified family child care home where they may be clearly viewed by parents:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0050(1)(a)	<ul style="list-style-type: none"> The most current certificate issued by OCC.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0050(1)(b)	<ul style="list-style-type: none"> Notification of a communicable disease outbreak at the home.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0050(1)(c)	<ul style="list-style-type: none"> The evacuation plan and the location where parents may be reunited with their children in the event of an evacuation.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0050(1)(d)	<ul style="list-style-type: none"> A notice that the following items are available for parents to review: <ul style="list-style-type: none"> The guidance/discipline policy. The current week's menus, with substitutions recorded. The description of the general routine. Information on how to report a complaint to OCC regarding certification requirements. The most recent OCC and sanitation inspection reports and, if applicable, fire life safety self-evaluation (or fire marshal inspection report if completed).
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0050(1)(d)(A)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0050(1)(d)(B)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0050(1)(d)(C)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0050(1)(d)(D)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0050(1)(d)(E)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0050(1)(e)	The Early Learning Division Website [www.oregonearlylearning.com] and phone number [1-800-556-6616], and a statement advising parents that they can access information about their child care provider on the child care safety portal.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0050(1)(f)	Providers must post all serious valid complaint and serious non-compliance letters for 12 calendar months.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0090(6)	The provider shall have a written plan to ensure that individuals who are not enrolled or conditionally enrolled in the CBR and are on the child care premises shall not have unsupervised access to children.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0090(7) (PR)	The provider shall maintain a log of arrival and departure times of all individuals 18 and older who are not enrolled or conditionally enrolled in the CBR and enter the home while child care children are present, excluding persons authorized to drop off and pick up a child care child.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0165(7)(a)	<ul style="list-style-type: none"> The provider must keep a copy of the most recent lead test results on-site at all times.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0165(7)(b)	<ul style="list-style-type: none"> The provider must post the most recent lead test results summary provided by OCC in an area of the facility where the summary can be clearly viewed by parents. The provider must post the lead test results summary immediately after receiving the summary from OCC.
-----------------------	-----------------------	-----------------------	------------	--

In Compliance	Not in Compliance	Discussed Only	Rule Number	Requirement
Record Keeping				
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0050(13) (PR)	Facilities must have parent(s) or guardian(s) of each child enrolled in the certified family child care home, sign a declaration form approved by the Office of Child Care verifying they have reviewed a copy of the current license certificate. The declaration shall be updated any time there has been an exception or condition added to the license.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0060(4) (PR)	The provider shall obtain the following written authorizations from parent(s) of each child before admission. The authorizations shall be kept current at all times.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0060(4)(a) (PR)	<ul style="list-style-type: none"> Permission for the provider to obtain emergency medical treatment for the child. The emergency medical release shall be on a form accepted by the medical treatment facility used by the provider for emergency medical services.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0060(4)(b) (PR)	<ul style="list-style-type: none"> Permission for the provider to call an ambulance or take a child to an available physician or medical treatment facility.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0060(4)(c) (PR)	<ul style="list-style-type: none"> If applicable, permission for the child to participate in field trips.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0060(4)(d) (PR)	<ul style="list-style-type: none"> If applicable, permission for the child to participate in swimming or wading activities, both on and off the premises of the home.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0070(3) (PR)	If a school-age child arrives at or leaves the home without a parent, there shall be arrangements in advance, in writing, from the parent for the arrival and departure times and what the provider will do if the child has not arrived by the expected time.
			0080(1)	The provider shall keep the following records:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(a)	<ul style="list-style-type: none"> Complete and current information on each child, as required in OAR 414-350-0060(3) and (4).
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(b)	<ul style="list-style-type: none"> Daily attendance record for each child, including dates each child attended and arrival and departure times each day.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(c)	<ul style="list-style-type: none"> Daily attendance record for the provider and each caregiver, including dates worked and arrival and departure times each day.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(d)	<ul style="list-style-type: none"> Medication administered, as specified in OAR 414-350-0180(9).
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(e)	<ul style="list-style-type: none"> Emergency plan practice sessions and evacuations, as specified in OAR 414-350-0170(15).

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(f)	<ul style="list-style-type: none"> An injury to or death of a child, as specified in OAR 414-350-0180(8).
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(h)	<ul style="list-style-type: none"> The general routine, as specified in OAR 414-350-0220(3).
			0080(1)(i)	<ul style="list-style-type: none"> Verification of the provider's and each caregiver's: <ul style="list-style-type: none"> Qualifications for the position, as specified in OAR 414-350-0100 and 414-350-0110. Current health-related training, such as CPR and First Aid, as specified in OAR 414-350-0100(3). Training as required in OAR 414-350-0115. Current enrollment in the Central Background Registry. Current food handler's certification pursuant to ORS 624.570, when required. Caregiver participation in an orientation to the provider's policies and practices and these administrative rules.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(i)(A)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(i)(B)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(i)(C)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(i)(D)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(i)(E)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(1)(i)(F)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0080(3)	Records, except those specified in OAR 414-350-0080(1)(j), shall be kept for at least two years, and caregivers' and children's records for two years after termination of employment or care. These records shall be available at all times to OCC.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0100(1)(a)	The provider shall be: At least 18 years of age if the facility is certified for 12 children; or at least 21 years of age if the facility is certified for more than 12 children.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0100(5)	The provider/operator shall be on-site at least half of the hours of operation that are reflected on the certificate. If the facility is certified for more than 12 children, the provider shall be on site at least 2/3 of the hours of operation that are reflected on the certificate. The hours shall be calculated on a weekly basis, except for planned vacations and emergency absences.
			0100(8)	A caregiver substituting for the provider shall:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0100(8)(a)	<ul style="list-style-type: none"> Be at least 18 years old.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0100(8)(b)	<ul style="list-style-type: none"> Have current certification in first aid and infant and child cardiopulmonary resuscitation (CPR). Training must have practical hands-on instruction; therefore, online training is not acceptable.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0100(8)(c)	<ul style="list-style-type: none"> Have current food handler certification pursuant to ORS 624.570, if the substitute will be preparing or serving food.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0100(8)(d)	<ul style="list-style-type: none"> • Be familiar with the provider's policies and procedures and with these requirements (OAR 414-350-0000 through 414-350-0405).
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0100(8)(e)	<ul style="list-style-type: none"> • Be authorized and able to correct a deficiency that might be an immediate threat to children.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0100(8)(f)	Have on file documentation of an orientation and training in these administrative rules and the functions and duties of a provider.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0100(8)(g)	<ul style="list-style-type: none"> • Have completed a minimum of two hours of training on child abuse and neglect that is specific to Oregon law before they can have unsupervised access to children.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0100(8)(h)	<ul style="list-style-type: none"> • Have worked in the home at least 60 hours when substituting for the provider in a home certified to care for more than 12 children.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0115(2)	The provider and all caregivers who function as substitute providers and Assistant II staff, including volunteers, shall participate yearly in at least 15 clock hours of training related to child care, of which at least eight clock hours shall be in child development or early childhood education. The annual 15 clock hours of training or education must include OCC approved health and safety training curriculum. Substitute providers and volunteers who provide care in the home for less than 20 hours in a calendar year are not required to participate in the 15 clock hours of training. If an individual has worked in the facility less than a year, the training requirements will be prorated as follows: At least 1.25 clock hours for each month worked in the current license period.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0115(6)	The provider and all staff, with the exception of Assistant I's, who count in staff to child ratios must complete OCC approved training on recognizing and reporting child abuse and neglect and health and safety, prior to having unsupervised access to children and functioning in their position. Assistant I's must complete the training within the first 30 days of employment.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0115(7)	The provider and all staff, with the exception of Assistant I's, who count in staff to child ratios must complete OCC approved training on safe sleep prior to having unsupervised access to children. Assistant I's must complete the training within the first 30 days of employment.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0120(6)	If the facility provides care to more than two children under 24 months of age, the provider shall meet the requirements specified in OAR 414-350-0100(4).
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0120(7)	Prior to a facility providing care to more than four children under 24 months of age, at least one caregiver other than the provider shall meet the requirements specified in OAR 414-350-0100(4). In addition, the provider shall have an extra 20 clock hours of training specific to infant and toddler care above and beyond the original requirements. If the facility is certified to care for more than 12 children, there must be someone who meets the training requirements of OAR 414-350-100(4) on site at all times that five or more children under 24 months of age are in care.

Infant and Toddler Staff

First Name	Last Name	30 Hours of Infant/ Toddler Training?	50 Hours of Infant/ Toddler Training?
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(15)	All caregivers and children shall practice at least one aspect of the emergency plan, as described in OAR 414-350-0050(8)(c), once per month.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(15)(a)	Evacuating the home shall be practiced at least eight times per year. If the facility is certified to care for more than 12 children and more than 4 children regularly in care are under 24 months of age, evacuating the home shall be practiced monthly.

In Compliance
 Not in Compliance
 Discussed Only
 Rule Number
 Requirement

Ratios and Supervision

(PR) Children Present

Ages of Children	Total Children	Total Caregivers
Six weeks to 24 months		
24 months to first grade		
First grade and above		

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0120(1) (PR)	The number of caregivers and group size shall be determined by the number and ages of the children in attendance:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0120(1)(c) (PR)	<ul style="list-style-type: none"> The required caregiver/child ratios shall be met at all times.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0120(2) (PR)	Children shall at all times have the full attention of and be supervised by the required number of caregivers:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0120(2)(a) (PR)	<ul style="list-style-type: none"> Children shall be within sight and/or sound of a caregiver at all times.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0120(2)(b) (PR)	A caregiver shall be near enough to children to respond when needed. Children out of direct visual contact shall be monitored regularly and frequently and must be in approved activity areas.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0120(2)(d) (PR)	When bathroom facilities are not on the same floor level, a written plan for adequate supervision of both bathroom and child care areas shall be developed and implemented.
-----------------------	-----------------------	-----------------------	---------------------------	---

In Compliance	Not in Compliance	Discussed Only	Rule Number	Requirement
---------------	-------------------	----------------	-------------	-------------

Physical Setting, Home Safety and Outdoor Area

			0140(1)	The indoor area used for child care shall meet the following requirements:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0140(1)(b)	<ul style="list-style-type: none"> There shall be a designated area for children under 24 months of age that is developmentally appropriate and safe.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0140(1)(d)	<ul style="list-style-type: none"> Activity areas shall be adequately lighted and ventilated. Room temperature shall be at least 68 degrees F. (20 degrees C.) and not so warm as to be dangerous or unhealthy to children in care.
			0140(2)	Indoor fixtures and equipment shall meet the following requirements:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0140(2)(a)	There shall be at least one flush toilet and one hand washing sink with mixing faucets available to the children at all times. If the facility is certified to care for more than 12 children, the provider must have a second flush toilet somewhere in the facility if: there are more than 15 children in care or if there are more than 12 toddlers in care. Homes with certification in effect on September 15, 2002, shall comply with the requirement for mixing faucets when bathroom facilities are remodeled.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0140(2)(b)	<ul style="list-style-type: none"> Easily cleanable steps or blocks shall be provided so that children can use the toilets and sinks without adult assistance.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0140(2)(d)	<ul style="list-style-type: none"> Telephone service shall be available in the home at all times when children are in care.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0140(2)(e)	<ul style="list-style-type: none"> Telephone numbers for fire, emergency medical care, and poison control, as well as the facility address, shall be posted on or near the telephone. Portable telephones must have emergency numbers and the facility address on the phone.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0150(2)	A home shall have an outdoor play area of no less than 75 square feet for each child using the area at one time.
			0150(3)	The outside activity area shall be:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0150(3)(a)	<ul style="list-style-type: none"> Suitably surfaced and well drained. Playground equipment, such as slides, swings, climbing structures and other elevated equipment, shall be surrounded by a resilient surface of an acceptable depth or by rubber mats manufactured for such use, according to standards of the US Consumer Product Safety Commission.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0150(3)(b)	<ul style="list-style-type: none"> Kept free of litter, solid waste and refuse, ditches, or other conditions presenting a potential hazard.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0150(3)(c)	<ul style="list-style-type: none"> Equipped to provide age-appropriate activities for gross motor development.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0150(4)	The outdoor activity area of the home designated for use by child care children shall be enclosed by a barrier (fence, wall, or building) at least four feet high. Certified family child care homes with certification in effect on September 15, 2002, must comply with a barrier at least three feet high until such time as the existing barrier is replaced. Spacing between vertical slats of a fence shall be no greater than 4 inches. Fences must meet applicable local codes.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(2)	All rooms used by children for play and napping shall have two usable exits.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(4)	There shall be at least one 2-A-10 BC-rated fire extinguisher on each floor of the home. Fire extinguishers shall be easily accessible, kept out of the reach of children, and located along the path of emergency exiting.
			0170(5)	Smoke alarms shall be:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(5)(a)	<ul style="list-style-type: none"> Installed on each floor level of the home and in any area where children nap.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(5)(b)	<ul style="list-style-type: none"> Maintained in operating order.
			0170(8)	A portable light source, to be used in emergencies, shall be:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(8)(a)	<ul style="list-style-type: none"> Available in all activity areas used by children.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(8)(b)	<ul style="list-style-type: none"> In working condition.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(8)(c)	<ul style="list-style-type: none"> Stored in an easily accessible place.
			0170(9)	Items of potential danger (e.g., cleaning supplies and equipment, paints, poisonous and toxic materials, plastic bags, aerosols, detergents) shall be:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(9)(a)	<ul style="list-style-type: none"> Kept in the original container or labeled.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(9)(b)	<ul style="list-style-type: none"> Stored under child-proof lock.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(9)(c)	<ul style="list-style-type: none"> Kept away from food service supplies.
			0170(10)	The provider shall protect children from safety hazards, including but not limited to:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(10)(d)	<ul style="list-style-type: none"> Firearms, ammunition, and other potentially hazardous equipment, such as darts, other projectiles, power tools, and knives shall be kept under lock.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(10)(h)	<ul style="list-style-type: none"> All exposed electrical outlets in rooms used by preschool or younger children shall have hard-to-remove protective caps or safety devices when not in use.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(10)(j)	<ul style="list-style-type: none"> Floors shall be free of splinters, large unsealed cracks, sliding rugs, and other hazards.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(18)	Other hazards observed in the certification process must be corrected.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0230(1)(b)	The certified family child care home shall have indoor and outdoor play equipment, materials, and furniture that are: Safe, clean, durable, well constructed, in good repair, and made from lead-free, non-toxic materials.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0230(3) (PR)	An individual bed, mat or cot, appropriate to the cultural background of the child, with individual bedding appropriate to the season shall be provided for each toddler and preschool age child in the home at nap time and for each school-age child who wants to rest.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0380(2)(h)	Portable-style wading pools are not permitted.

In Compliance	Not in Compliance	Discussed Only	Rule Number	Requirement
---------------	-------------------	----------------	-------------	-------------

Health, Sanitation and Food

			0160(2)	Hand Washing:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0160(2)(a) (PR)	<ul style="list-style-type: none"> Caregivers and children shall wash their hands with soap and warm running water after nose wiping, after using the toilet, and before and after eating.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0160(2)(b) (PR)	<ul style="list-style-type: none"> Caregivers shall wash their hands with soap and warm running water before and after changing a diaper, before and after feeding a child or handling food, and after assisting a child with toileting and nose wiping.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0160(2)(c) (PR)	<ul style="list-style-type: none"> Infants' and children's hands shall be washed with soap and warm running water after diaper changing.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0160(2)(d) (PR)	<ul style="list-style-type: none"> Staff shall immediately and thoroughly wash their hands after handling animals or cleaning cages.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0160(2)(e)	<ul style="list-style-type: none"> Commercial products labeled "hand sanitizers" shall not replace hand washing. If hand sanitizers are present in the home, they shall be kept under child-proof lock and shall not be used by children.
			0160(3)	Maintenance:

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0160(3)(a)	<ul style="list-style-type: none"> The building, toys, equipment, and furniture shall be maintained in a clean, sanitary, and hazard-free condition:
			0160(3)(a)(G)	<ul style="list-style-type: none"> A diaper-changing table shall: <ul style="list-style-type: none"> Have a surface that is non-absorbent and easily cleaned. Be cleaned and sanitized after each use. Not be used for any purposes other than diapering, including food or drink preparation or storage, dish washing, storage of food service utensils, arts and crafts supplies or products, etc.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0160(3)(a)(G)(i)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0160(3)(a)(G)(ii)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0160(3)(a)(G)(iii)	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0160(3)(c)	A sink used for diapering or bathing activities shall not be used for any part of preparing food, infant formula, drinking, cooking or dish washing.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0180(7)	First aid supplies and a chart or handbook of first aid instructions shall be maintained in one identified place but kept out of reach of children:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0180(7)(a)	<ul style="list-style-type: none"> The first aid supplies shall include bandaids, adhesive tape, sterile gauze pads, soap or sealed antiseptic towelettes or solution to be used as a wound cleaning agent, scissors, disposable plastic gloves for handling blood spills, chlorine bleach for sanitizing after a blood spill, a sanitary temperature taking device, and CPR mouthguards.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0180(7)(b)	<ul style="list-style-type: none"> First aid supplies shall be taken on all field trips.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0180(9)	No prescription or non-prescription medication, including, but not limited to, pain relievers, sunscreen, cough syrup, diapering and first aid ointments or nose drops, shall be given to a child except under the following conditions:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0180(9)(b)	<ul style="list-style-type: none"> Prescription medication is in the original container and labeled with the child's name, the name of the drug, dosage, directions for administering, date and physician's name.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0180(9)(c)	<ul style="list-style-type: none"> Non-prescription medication is in the original container, labeled with the child's name, the dosage, and directions for administering.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0180(9)(e)	<ul style="list-style-type: none"> All medications shall be secured in a tightly-covered container with a child-proof lock or latch and stored so that they are not accessible to children.

FOOD SERVICE

Plan for Serving Meals and Snacks	Hours Served	Preparation
-----------------------------------	--------------	-------------



Breakfast	<input type="radio"/> Yes	<input type="radio"/> No		
AM Snack	<input type="radio"/> Yes	<input type="radio"/> No		<input type="checkbox"/> Provider Prepared
Lunch	<input type="radio"/> Yes	<input type="radio"/> No		<input type="checkbox"/> Parent Prepared
PM Snack	<input type="radio"/> Yes	<input type="radio"/> No		<input type="checkbox"/> Catered
Dinner	<input type="radio"/> Yes	<input type="radio"/> No		<input type="checkbox"/> USDA

NOTE: Parents cannot give facility operators permission to waive any rules required by OCC in behalf of their children.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(1) (PR)	The provider shall provide or ensure the availability of adequate and nutritious meals and snacks appropriate for the ages and needs of the children served. USDA guidelines will be used to determine if meals and snacks are adequate and nutritious. Foods of minimal nutritional value (e.g., Jell-O, popcorn, desserts, potato chips) shall only be served occasionally and not replace nutritious foods.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(1)(a) (PR)	<ul style="list-style-type: none"> Every meal shall meet USDA guidelines and shall include at least one serving from each of the following food groups: fluid milk; breads and grains; meat, fish, poultry or meat alternatives (e.g., dried beans, peanut butter, yogurt or cheese). Each meal shall include two servings of fruits or vegetables. No liquids other than milk and 100% fruit juice shall be counted as part of the daily nutrition.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(1)(b) (PR)	<ul style="list-style-type: none"> Snacks shall meet USDA guidelines and shall consist of food or beverage from at least two of the following food groups: fluid milk, breads and grains; meat, fish, poultry or meat alternatives (e.g., dried beans, peanut butter, yogurt or cheese); vegetables and fruits. No liquids other than milk and 100% fruit juice shall be counted as part of the daily nutrition. A snack shall not consist of only two beverages.
			0210(2)	Meals and snacks provided to children shall meet the following requirements:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(2)(a) (PR)	<ul style="list-style-type: none"> In certified family child care homes open morning through afternoon, lunch and morning and afternoon snacks shall be served to the children in care. If breakfast is served to all children, a midmorning snack is not required.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(2)(b) (PR)	<ul style="list-style-type: none"> School-age children arriving after school shall be served a snack.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(2)(c) (PR)	<ul style="list-style-type: none"> When the planned attendance is prior to 7 a.m. or after 6:30 p.m., a child shall be offered a complete meal if it is not provided by the parent(s).
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(2)(d) (PR)	<ul style="list-style-type: none"> There shall be no more than 3-1/2 hours between meals and snacks.
			0210(4)	When the parent of a child provides food for the child's meal:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(4)(a) (PR)	<ul style="list-style-type: none"> The provider shall be responsible for at least one serving of milk or a milk product to each child at meals.



<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(4)(b) (PR)	<ul style="list-style-type: none"> Each child's food shall be monitored daily by a caregiver to ensure that the food meets nutritional requirements as defined in section (1) of this rule.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(4)(c) (PR)	<ul style="list-style-type: none"> The provider shall have sufficient food available to supplement any meal that does not meet nutritional requirements as defined in section (1) of this rule.

(PR) Meal Observed: Yes No **(PR)** Actual Meal Served: Yes No

(PR) Menu For today:

In Compliance	Not in Compliance	Discussed Only	Rule Number	Requirement
Program and Care of Children				

In Compliance	Not in Compliance	Discussed Only	Rule Number	Requirement
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(1) (PR)	The provider and any caregivers must give the children's needs first priority, ensuring they get adequate care and attention.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(2) (PR)	There shall be activities for children according to their ages, interests, and abilities. If the provider is certified to care for more than 12 children the provider shall have a written program of activities for each age group.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(3) (PR)	A description of the general routine, covering all hours of operation, shall be in writing and shall provide:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(3)(b) (PR)	<ul style="list-style-type: none"> A balance of active and quiet activities.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(3)(c) (PR)	<ul style="list-style-type: none"> Individual and group activities.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(3)(d) (PR)	<ul style="list-style-type: none"> Daily indoor and outdoor activities in which children use both large and small muscles.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(3)(e) (PR)	<ul style="list-style-type: none"> Periods of outdoor play each day when weather permits.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(3)(f) (PR)	<ul style="list-style-type: none"> Opportunities for a free choice of activities by children.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(5) (PR)	No child may view television or videos or play computer or electronic games for more than two hours per day.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(8)	Preschool-age program of activities. In addition to the daily routine specified in OAR 414-350-0220(2), preschool-age children shall have opportunities, on a daily basis, to choose from a variety of activities and experiences, which shall include:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(8)(a) (PR)	<ul style="list-style-type: none"> Creative expression through the arts.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(8)(b) (PR)	<ul style="list-style-type: none"> Dramatic play.



<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(8)(c) (PR)	<ul style="list-style-type: none"> Gross (large) motor development.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(8)(d) (PR)	<ul style="list-style-type: none"> Fine (small) motor development.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(8)(e) (PR)	<ul style="list-style-type: none"> Music and movement.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(8)(f) (PR)	<ul style="list-style-type: none"> Opportunities to listen and speak.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(8)(g) (PR)	<ul style="list-style-type: none"> Concept development.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(8)(h) (PR)	<ul style="list-style-type: none"> Appropriate sensory play.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(8)(i) (PR)	<ul style="list-style-type: none"> A supervised nap or rest period. Children who do not sleep after 20–45 minutes of quiet time must be provided with an alternative quiet activity. The activity may be in the same room where children are sleeping if it is not distracting to sleeping children.
			0220(9)	School-age program of activities. In addition to the daily routine specified in OAR 414-350-0220(2), school age children shall have opportunities to choose from a variety of activities, including:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(9)(a) (PR)	<ul style="list-style-type: none"> Individual or group projects and activities, including homework.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(9)(b) (PR)	<ul style="list-style-type: none"> Rest or relaxation.
			0230(1)	The certified family child care home shall have indoor and outdoor play equipment, materials, and furniture that are:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0230(1)(a) (PR)	<ul style="list-style-type: none"> Appropriate to the developmental needs and interests of children.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0230(1)(d) (PR)	<ul style="list-style-type: none"> Easily accessible to the children.
			0230(2)	The quantity of play materials (i.e., toys, books and games) shall be sufficient to:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0230(2)(a) (PR)	<ul style="list-style-type: none"> Avoid excessive competition.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0230(2)(b) (PR)	<ul style="list-style-type: none"> Provide a variety of choices to each child.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0230(2)(c) (PR)	<ul style="list-style-type: none"> Provide a balance of active/quiet and individual/group activities.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0230(2)(d) (PR)	<ul style="list-style-type: none"> Provide the variety of activities required in OAR 414-350-0220(2), (3), and (4).
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0240(5) (PR)	Guidance and discipline shall be fair, consistently applied, timely, and appropriate to the behavior and age of the child. Positive statements or redirection of behaviors shall be used.

In Compliance	Not in Compliance	Discussed Only	Rule Number	Requirement
---------------	-------------------	----------------	-------------	-------------

Infant and Toddler

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0120(3) (PR)	The number of caregivers is determined by the age and number of the youngest child(ren) in the group. If the provider is certified to care for more than 12 children and plans to care for more than 8 infants and/or toddlers, the provider must develop a plan showing how infants and toddlers will be limited to a group size of not more than eight. The plan must be approved by OCC.
			0210(8)	A certified family child care home serving children under 12 months of age shall comply with the following requirements for those children:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(8)(a) (PR)	<ul style="list-style-type: none"> Each child shall be fed on his/her own feeding schedule.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(8)(b) (PR)	<ul style="list-style-type: none"> When formula is furnished by the provider, it shall be either the commercially prepared, iron-enriched, ready-to-feed type or shall be prepared from powder or concentrate and diluted according to manufacturers' instructions. When formula is prepared on site, the provider must have a written plan for mixing formula and sanitizing bottles and nipples. The plan must be approved in writing by the environmental health specialist.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(8)(e) (PR)	<ul style="list-style-type: none"> Whole milk, skim milk, 1%, and 2% milk shall not be served unless requested in writing by the child's parent(s) and with a medical provider's written permission.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0210(8)(h) (PR)	<ul style="list-style-type: none"> Children who cannot feed themselves shall be held or, if able to sit alone, fed in an upright position.
			0220(6)	Infant and toddler program of activities. The following apply to infant and toddlers in care at the certified home.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(6)(a) (PR)	<ul style="list-style-type: none"> Infants shall be allowed to form and follow their own patterns of sleeping and waking periods.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(6)(b) (PR)	<ul style="list-style-type: none"> Children shall be given opportunities during each day to move freely by creeping and crawling in a safe, clean, warm, and uncluttered area.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(6)(c) (PR)	<ul style="list-style-type: none"> Throughout the day, each infant and toddler shall receive physical contact and individual attention (e.g., being held, rocked, talked to, sung to, and taken on walks inside and outside the home).

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(6)(d) (PR)	<ul style="list-style-type: none"> The provider must have routines for eating, napping, diapering and toileting, with flexibility to respond to the needs of each child.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(6)(f) (PR)	<ul style="list-style-type: none"> Children shall be given appropriate opportunities to use the five senses through sensory play.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(6)(g) (PR)	<ul style="list-style-type: none"> Infants shall be put to sleep on their backs.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(6)(h) (PR)	<ul style="list-style-type: none"> Immediate attention shall be given to the emotional and physical needs of the children. No child shall be routinely left in a crib except for sleep or rest.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(6)(i) (PR)	<ul style="list-style-type: none"> Caregivers shall encourage the development of self-help skills (dressing, toileting, washing, eating) as children are ready.
			0220(6)(j)	In addition, toddlers shall be given opportunities to participate in:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(6)(j)(A) (PR)	<ul style="list-style-type: none"> A variety of activities encouraging creative expression through the arts.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(6)(j)(B) (PR)	<ul style="list-style-type: none"> Running, climbing, and other vigorous physical activities.
			0220(7)	The following safe sleep practices must be followed:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(7)(a) (PR)	<ul style="list-style-type: none"> Each infant shall sleep in a crib, portable crib, bassinet or playpen with a clean, non-absorbent mattress. All cribs, portable cribs, bassinets and playpens must comply with current Consumer Product Safety Commission (CPSC) standards.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(7)(b) (PR)	<ul style="list-style-type: none"> Bassinets may only be used until the infant is able to roll over on their own.
			0220(7)(c)	<ul style="list-style-type: none"> Each mattress shall:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(7)(c)(A) (PR)	<ul style="list-style-type: none"> Fit snugly.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(7)(c)(B) (PR)	<ul style="list-style-type: none"> Be covered by a tightly fitting sheet.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(7)(d) (PR)	<ul style="list-style-type: none"> A clean sheet shall be provided for each child.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(7)(f) (PR)	<ul style="list-style-type: none"> While on the child care premises, if an infant falls asleep in a place other than their crib, portable crib, bassinet or playpen, the provider must immediately move the infant to an appropriate sleep surface.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(7)(g) (PR)	<ul style="list-style-type: none"> No child shall be routinely left in a crib, portable crib, bassinet or playpen except for sleep or rest.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(7)(h) (PR)	<ul style="list-style-type: none"> There shall be no items in the crib, portable crib, bassinet or playpen with the infant, except a pacifier (e.g. bottles, toys, pillows, stuffed animals, blankets, bumpers).
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(7)(i) (PR)	<ul style="list-style-type: none"> Swaddling or other clothing or covering that restricts the child's movement is prohibited.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(7)(j) (PR)	<ul style="list-style-type: none"> Clothing or items that could pose a strangulation hazard (e.g. teething necklaces, pacifier attachments, clothing drawstrings) are prohibited.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0220(7)(k) (PR)	<ul style="list-style-type: none"> Car seats are to be used for transportation only. Children who are asleep in a car seat must be removed upon arrival to the home and placed in an appropriate sleep surface.
			0235(2)	If infants and toddlers are in care there shall be:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0235(2)(a) (PR)	<ul style="list-style-type: none"> A bathtub, bathinette, plastic basin, or similar size shallow sink available for bathing children.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0235(2)(b) (PR)	<ul style="list-style-type: none"> A diaper-changing area. The area shall be located so that handwashing can occur immediately after diapering without contact with other surfaces or other children.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0235(2)(c) (PR)	<ul style="list-style-type: none"> If the provider is certified to care for more than 12 children and more than 8 infants and toddlers are regularly in care, there must be a second diaper-changing area available.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0235(3) (PR)	The diaper-changing table or area shall comply with the requirements specified in OAR 414-350-0160(3)(a)(G).
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0235(4) (PR)	If high chairs are used, they shall have:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0235(4)(a) (PR)	<ul style="list-style-type: none"> A broad base to prevent tipping.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0235(4)(b) (PR)	<ul style="list-style-type: none"> A latch to keep a child from raising the tray.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0235(4)(c) (PR)	<ul style="list-style-type: none"> Straps to prevent a child from sliding out.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0235(7) (PR)	The use of infant walkers is prohibited.

In Compliance	Not in Compliance	Discussed Only	Rule Number	Requirement
------------------	----------------------	-------------------	-------------	-------------

Animals

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0190(2)	Potentially aggressive animals must not be in the same physical space as the children.
-----------------------	-----------------------	-----------------------	---------	--

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0190(3)	Reptiles (e.g., lizards, turtles, snakes, iguanas), frogs, monkeys, hook-beaked birds, baby chicks, and ferrets are prohibited, unless they are housed in and remain in a tank or other container which precludes any direct contact by children. Educational programs that include prohibited animals and are run by zoos, museums and other professional animal handlers are permitted.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0190(6)	Litter boxes shall not be located in any part of the home used by children or for food storage, preparation, or eating.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0190(7) (PR)	Caregivers must be physically present when children are interacting with animals.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0190(8) (PR)	Handwashing, as specified in OAR 414-350-0160(2), shall be practiced.

In Compliance	Not in Compliance	Discussed Only	Rule Number	Requirement
Transportation				
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(17)	The provider must take precautions to protect children from vehicular traffic. The provider shall:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(17)(a)	<ul style="list-style-type: none"> Require drop off and pick up only at the curb or at an off-street location protected from traffic.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0170(17)(b)	<ul style="list-style-type: none"> Assure that any adult who supervises drop-off and loading can see and assure that children are clear of the perimeter of all vehicles before any vehicle moves.
			0250	When transportation is provided by or arranged for by the certified family child care home, the following requirements must be met:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(1)	<ul style="list-style-type: none"> Drivers shall be at least 18 years of age and hold a current driver's license.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(2)	The vehicle shall be:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(2)(a)	<ul style="list-style-type: none"> In compliance with all applicable state and local motor vehicle laws.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(2)(b)	<ul style="list-style-type: none"> Maintained in a safe operating condition.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(3)	If transportation is provided between the certified family child care home and the child's school or other destination, the provider shall have in writing an acknowledgment from the parent(s) that they are aware of the time of day their child is to be picked up and/or delivered by the provider. If the pick-up schedule results in children being unsupervised at school or other location, the provider shall notify parents of this fact.
			0250(4)	When transporting children:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(4)(a)	<ul style="list-style-type: none"> The emergency information for each child who is being transported shall be in the vehicle.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(4)(b)	<ul style="list-style-type: none"> Children shall be transported only in sections of vehicles designed for and equipped to carry passengers.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(4)(c)	<ul style="list-style-type: none"> A seat that fully supports the passenger shall be provided for each child.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(4)(d)	<ul style="list-style-type: none"> The number of children transported shall not exceed the number of seat belts or child safety systems available in the vehicle.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(4)(e)	<ul style="list-style-type: none"> All children shall be transported in accordance with ORS 811.210. The child safety system and safety belts shall comply with ORS 815.055 and the standards adopted by the Oregon Department of Transportation. A child under four years of age and weighing 40 pounds or less shall be in an approved child safety system. A child between the ages of 4 and 6 years AND children who weigh between 40 and 60 pounds, regardless of age, must use a booster seat.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(4)(f)	<ul style="list-style-type: none"> Staff/child ratios, as specified in OAR 414-350-0120, shall be maintained in vehicles, as well as in the certified family child care home, when one caregiver is transporting children.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(5)	The following vehicles may be used to transport child care children:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(5)(a)	<ul style="list-style-type: none"> A vehicle manufactured to carry fewer than ten passengers.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(5)(b)	<ul style="list-style-type: none"> A school bus or a multi-function school activity bus.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(5)(c)	<ul style="list-style-type: none"> A vehicle manufactured to carry ten or more passengers that was manufactured in 2010 or after.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(5)(d)	<ul style="list-style-type: none"> A vehicle manufactured to carry ten or more passengers that was manufactured before 2010, with the following conditions:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(5)(d)(A)	<ul style="list-style-type: none"> o Travel speed may not exceed 50 mph.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0250(5)(d)(B)	<ul style="list-style-type: none"> o The vehicle must have an annual safety inspection by a garage, dealership or auto repair shop. Proof of inspection must be on the form provided by the Early Learning Division or on a form provided by the inspector which contains the same information.

In Compliance **Not in Compliance** **Discussed Only**

Rule Number

Requirement

Night Care/Swimming



<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0375	When a certified family home provides night care to child care children, the provider shall meet all of the requirements for certified family child care homes contained in OAR 414-350-0000 through 414-350-0405, except for 414-350-0150 and 414-350-0220. In addition, the home shall comply with the following requirements, and the certification shall reflect that regulated night care is offered.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	0380	The following requirements apply to swimming/water activities provided on the premises of a certified family child care home, or off premises by another organization, public or private, when part of the facility's program.

Discussed
Only

Rule Number

Requirement

Items to be Discussed

<input type="radio"/>	0010(5)	"Central Background Registry" means OCC's Registry of individuals who have been approved to be associated with a child care facility in Oregon pursuant to ORS 329A.030 and OAR 414-061-0000 through 414-061-0120.
<input type="radio"/>	0010(25)	"Preschool Age Child" means a child 36 months of age to eligible to attend kindergarten or above in public school.
<input type="radio"/>	0010(30)	"School-Age Child" means a child eligible to attend kindergarten or above in public school. This includes the months from the end of the prior school year to the start of the kindergarten school year.
<input type="radio"/>	0030(5)(c)	An owner can have multiple sites under the following conditions: If the owner is the provider/operator in a home certified for more than 12 children, the owner may be the provider for only that certified family child care home. The provider may be the owner of other facilities. See OAR 414-350-0030(5).
<input type="radio"/>	0050(2)	Providers shall immediately notify all parents of any closure of the active license.
<input type="radio"/>	0050(4)	Caregivers shall report suspected child abuse or neglect immediately, as required by the Child Abuse Reporting Law (ORS 419B.005 through 419B.055) to the Department of Human Services Child Welfare (DHS) or to a law enforcement agency. By statute, this requirement applies 24 hours per day.
<input type="radio"/>	0050(6)	Representatives of all agencies involved in certification shall have immediate access to all parts of the home whenever the provider is conducting the child care business:
<input type="radio"/>	0050(6)(a)	<ul style="list-style-type: none"> OCC staff shall have the right to inspect all areas of the facility that are accessible to child care children, and to conduct a health and safety review of other areas of the facility to ensure the health and safety of child care children. This includes access to all caregivers, records of children enrolled in the home, and all records and reports related to the child care operation regarding compliance with these rules.
<input type="radio"/>	0050(6)(b)	<ul style="list-style-type: none"> Representatives of the Department of Human Services Child Welfare (DHS) and the State Fire Marshal have the right to enter and inspect the home when an inspection has been requested by OCC.
<input type="radio"/>	0050(7)	Custodial parents of all children enrolled shall have access to the home during the hours their child(ren) are in care.
	0050(10)	The provider shall report to OCC:
<input type="radio"/>	0050(10)(a)	<ul style="list-style-type: none"> Any death of a child while in care, within 24 hours.

<input type="radio"/>	0050(10)(b)	<ul style="list-style-type: none"> • Within 24 hours:
<input type="radio"/>	0050(10)(b)(A)	<ul style="list-style-type: none"> ○ Any child that is lost or missing from the premises.
<input type="radio"/>	0050(10)(b)(B)	<ul style="list-style-type: none"> ○ Any child that is left behind on a facility excursion.
<input type="radio"/>	0050(10)(b)(C)	<ul style="list-style-type: none"> ○ Any child that is left unattended on the premises.
<input type="radio"/>	0050(10)(b)(D)	<ul style="list-style-type: none"> ○ Any child that is left alone on the playground.
<input type="radio"/>	0050(10)(b)(E)	<ul style="list-style-type: none"> ○ Any child that is left alone in a vehicle.
<input type="radio"/>	0050(10)(c)	<ul style="list-style-type: none"> • Any serious injury or incident, as defined in OAR 414-350-0010(32) within 5 calendar days after the occurrence.
<input type="radio"/>	0050(10)(d)	<ul style="list-style-type: none"> • Any damage to the building that affects the provider's ability to comply with the rules for Certified Family Child Care Homes within 48 hours of the occurrence.
<input type="radio"/>	0050(10)(e)	<ul style="list-style-type: none"> • Any animal bites to a child within 48 hours of occurrence.
<input type="radio"/>	0050(10)(f)	<ul style="list-style-type: none"> • Any change in provider prior to being on site. Such notification must include the replacement person's qualifications for the position and documentation that the person is enrolled in the Central Background Registry. A phone call, followed by written documentation, an e-mail or a FAX will serve as notification.
<input type="radio"/>	0050(15)	The written emergency plan must be given to parents of children in care.
<input type="radio"/>	0060(2)	As required by state and federal civil rights laws and the Americans with Disabilities Act (ADA), the certified family child care home shall not discriminate against any child on the basis of race, religion, color, national origin, gender, marital status of parent, or because of a need for special care.
<input type="radio"/>	0070(1)	The provider shall require that the person bringing the child to the certified family child care home remain with the child until the child is accepted by a caregiver.
<input type="radio"/>	0070(2)	The provider shall release a child only to a parent or another person named and identified by the parent. The provider shall verify the identification of any person who picks up a child.
<input type="radio"/>	0090(4)	No one shall have access to child care children who has demonstrated behavior that may have a detrimental effect on a child. Residents of the home are considered to have access to the child care children even if they are not generally at home during hours of operation. This does not apply to persons authorized to drop off and pick up a child care child.
<input type="radio"/>	0090(4)(b)	<ul style="list-style-type: none"> • The provider must receive confirmation from OCC that an individual 18 years of age or over, is enrolled or conditionally enrolled in the CBR before the individual can:
<input type="radio"/>	0090(4)(b)(A)	<ul style="list-style-type: none"> ○ Reside on the premises.

<input type="radio"/>	0090(5)	Individuals conditionally enrolled in the CBR shall not have unsupervised access to children until the provider has confirmed with OCC the individual is enrolled, but may count in staff to child ratio.
<input type="radio"/>	0090(8)	The provider, caregivers and other individuals that are required to be enrolled in the CBR and are on-site must maintain current enrollment in the CBR at all times while the certified family child care license is active.
	0090(11)	Volunteers must meet the following requirements:
<input type="radio"/>	0090(11)(a)	<ul style="list-style-type: none"> If volunteers are counted in determining the staff/child ratios, they must meet the qualifications of the position they are filling and be enrolled in the Central Background Registry.
<input type="radio"/>	0090(11)(b)	<ul style="list-style-type: none"> If volunteers may have unsupervised access to children, they must be enrolled in the Central Background Registry.
<input type="radio"/>	0090(11)(c)	<ul style="list-style-type: none"> If volunteers do not have unsupervised access to children at any time, including during emergencies, the provider must have a written policy to this effect, the policy must be known to all caregivers and volunteers, and the volunteers do not have to be enrolled in the Central Background Registry.
<input type="radio"/>	0090(12)	No person shall smoke or carry any lighted smoking instrument, including an e-cigarette or vaporizer in the certified family child care home or within ten feet of any entrance, exit, or window that opens or any ventilation intake that serves an enclosed area, during child care hours or when child care children are present. No person shall use smokeless tobacco in the certified family child care home during child care hours or when child care children are present. No person shall smoke, carry any lighted smoking instrument, including an e-cigarette or vaporizer or use smokeless tobacco in motor vehicles while child care children are passengers.
<input type="radio"/>	0090(13)	No one shall consume alcohol on the certified family child care home premises during the hours the child care business is conducted or when child care children are present. No one shall be under the influence of alcohol on the family child care home premises during the hours the child care business is conducted or when child care children are present.
<input type="radio"/>	0090(14)	Notwithstanding OAR 414-350-0000(7), no one shall possess, use or store illegal controlled substances on the certified family child care home premises. No one shall be under the influence of illegal controlled substances on the certified family child care home premises.
<input type="radio"/>	0090(15)	Notwithstanding OAR 414-350-0000(7), no one shall grow or distribute marijuana on the premises of the certified family child care home. No adult shall use marijuana on the certified family child care home premises during child care hours or when child care children are present.
<input type="radio"/>	0100(5)	The provider/operator shall be on-site at least half of the hours of operation that are reflected on the certificate. If the facility is certified for more than 12 children, the provider shall be on site at least 2/3 of the hours of operation that are reflected on the certificate. The hours shall be calculated on a weekly basis, except for planned vacations and emergency absences.
<input type="radio"/>	0110(3)	An Assistant I, who is not enrolled in the CBR because they are under the age of 18, must be supervised within sight AND sound of the provider or substitute provider.
<input type="radio"/>	0110(4)	An assistant I, who is enrolled in the CBR, must be supervised within sight OR sound of the provider or substitute provider.
<input type="radio"/>	0120(2)(c)	Children may not be on a floor level of the home unless a caregiver is on the same floor level, except as specified in OAR 414-350-0120(2)(d).
<input type="radio"/>	0120(4)	The maximum number of children allowed in a certified family child care home at any one time is 16.

<input type="radio"/>	0165(8)	Providers must follow the routine practices identified in Module 6 of the EPA’s 3Ts for Reducing Lead in Drinking Water in Schools and Child Care Facilities, Revised Manual from October 2018, adopted by reference, at all times.
<input type="radio"/>	0180(1)(a)	A provider shall not admit, or retain in care, a child who: Is diagnosed as having or being a carrier of a child care-restrictable disease, as defined in Department of Human Services administrative rules, OAR 333-019-0010.
<input type="radio"/>	0180(5)	All caregivers shall take appropriate precautions to prevent shaken baby syndrome and abusive head trauma.
<input type="radio"/>	0180(6)	The provider shall identify a licensed physician, hospital, or clinic to be used for emergency medical care.
<input type="radio"/>	0180(6)(b)	<ul style="list-style-type: none"> In the event of an illness or injury which requires immediate medical care, the provider is responsible for securing such care and notifying the parent(s).
<input type="radio"/>	0210(9)	Children of any age shall not be laid down with a bottle.
<input type="radio"/>	0220(8)(i)	Preschool-age program of activities. In addition to the daily routine specified in OAR 414-350-0220(2), preschool-age children shall have opportunities, on a daily basis, to choose from a variety of activities and experiences, which shall include: A supervised nap or rest period. Children who do not sleep after 20–45 minutes of quiet time must be provided with an alternative quiet activity. The activity may be in the same room where children are sleeping if it is not distracting to sleeping children.
<input type="radio"/>	0240(2)	The provider shall make these policies known to all caregivers and parents.
<input type="radio"/>	0240(7)	The provider shall not accept parental permission to use any form of punishment listed in subsection (6) of this rule.

Information Provided on

- Office of Child Care Findings Review Procedure Office of Child Care Complaint Procedure

Other (specify)

Application Received Timely Yes No

Program Review Completed Yes No

Follow Up Required Yes No

I understand that this checklist covers selected rules from the RULES FOR CERTIFIED FAMILY CHILD CARE HOMES, and that knowledge of and compliance with all of the rules within that document must be maintained at all times for certified facilities.

Visit 1

Temporary License Approved? Yes No

Annual License Approved Yes No

Visit Type: In-Person Virtual Hybrid

Comments Visit 1:

For Recipient:

I have read the above information and understand that I will

receive a copy of this report at this email address:

Office of Child Care Staff

Date

You are entitled to language assistance services and other accommodations at no cost. If you need help in your language or other accommodations, please contact the Office of Child Care at 503-947-1400. Please notify the OCC staff listed above if you would like to receive a mailed copy of this report.

SAMPLE

