

**UNIVERSITY OF CALIFORNIA SAN FRANCISCO  
SCHOOL OF NURSING  
DEPARTMENT OF FAMILY HEALTH CARE NURSING**

**CHILD CARE HEALTH LINKAGES EVALUATION PROJECT**

**HEALTH AND SAFETY CHECKLIST**

**CENTER NUMBER/ID:** \_\_\_\_\_

**CLASSROOM NAME/#:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**RESEARCH ASSISTANT:** \_\_\_\_\_

**TIME BEGIN:** \_\_\_\_\_ AM / PM

**TIME END:** \_\_\_\_\_ AM / PM

<b>CODING</b>	
<b>C</b>	<b>Compliant</b>
<b>P</b>	<b>Partial Compliance</b>
<b>N</b>	<b>Not Compliant</b>
<b>N/A</b>	<b>Not Applicable</b>
<b>N/O</b>	<b>Not Observed</b>

## Child Care Health Linkages Evaluation Project Health and Safety Checklist

### INDOOR:

Number of adults \_\_\_\_\_ Number of children \_\_\_\_\_

Indoor staff to child ratios (# adults: # children) \_\_\_\_\_

#### Emergency/Fire/Earthquake

	C	P	N	N/A	N/O
1. Emergency telephone numbers and instructions (includes med. services, poison cont., fire dept., police & CPS) are posted.					
2. Emergency procedures for fire and earthquakes and exit map posted.					
3. Burns: Where water will be in direct contact with children, the temperature does not exceed 120 F.					
4. Burns: If there are heating units accessible to children (including water pipes & base boards) then they should be made inaccessible to children by barriers (e.g. guards or other devices).					
5. Burns: There is/are smoke detector(s) (or sprinklers) in each room/floor, no more than 40 ft. apart.					
6. Burns: Fire extinguishers are present and maintained/charged.					
7. Burns: Electrical outlets accessible to children are covered (e.g., safety plugs).					
8. Burns/fire: Each building/structure has at least 2 unobstructed exits at different sides of the building/structure.					
9. Facility has at least 1 readily available first aid kit, plus one for field trips, if applicable.					
10. First aid kits are out of reach of children.					

#### Staff and Children's Possessions

	C	P	N	N/A	N/O
11. All medications are stored out-of-reach of children, in their original and child-proof containers, are labeled with the child's name and date and administration instructions, are refrigerated (if needed), <i>and</i> are not expired.					
12. Children's personal belongings (including clothing and bedding) are stored in such a way so they do not touch others' belongings.					
13. Adult pocketbooks/backpacks are out of reach of children.					

### Equipment/Facilities

	C	P	N	N/A	N/O
14. Poisons: All cleaning agents are labeled, stored in their original labeled containers (except for bleach solution), and are kept separate from food in cabinets inaccessible to children.					
15. Indoor equipment is free of sharp points or corners, splinters, protruding (> 1") nails/bolts, loose rusty parts, and hazardous small parts.					
16. All tall furniture over 4 ft. (e.g., cubbies, shelves) is bolted to the wall or floor.					
17. No heavy objects on open shelves and cabinets above 3 feet (i.e., where they could fall in an earthquake).					
18. If there is indoor climbing equipment (e.g., jungle gym) then it must be over approved mats that extend at least 6 ft. from the structure and the height of equipment must be max. 3 ft. for 3s, 5 1/2 ft. for 5s.					
19. Air Quality: All child rooms are heated, cooled and ventilated to maintain a temp. of 65 F to 82 F, humidity of 30 - 70%, air exchange and no odors or harmful fumes (e.g. "safety" windows that open or mechanical ventilation, no tobacco).					
20. <b>I/T:</b> Cribs shall be made of wood, metal, or approved plastic and have secured latching devices, slats spaced no more than 2 3/8in apart, a mattress fitted so no more than 2 fingers can fit between the mattress and the crib, and no corner post extensions over 1/16 in. or cut-outs in head boards.					
21. <b>I/T:</b> High chairs shall have a wide base and a T-shaped safety strap.					

### Activities

	C	P	N	N/A	N/O
22. <b>I/T:</b> Infants are put to sleep on their backs.					
23. <b>I/T:</b> No soft bedding is accessible to infants in their sleeping area.					

### Indoor and Outdoor Activities and Equipment

	C	P	N	N/A	N/O
24. Toys and objects have a diameter $\geq$ 1 _ in.					
25. No balloons are present					
26. All mouthed objects are disinfected before being handled by another child (check for container contaminated toys).					
27. Water play tables are filled with fresh water before a group of children begin a water play activity <i>and</i> the basin and toys are washed and sanitized before the next group of children uses the water table.					
28. Staff observe proper body mechanics when lifting and picking up children and heavy loads (i.e., bend at knees, load close to body, not twisting, push don't pull, get help for heavy loads).					

### Bathroom Facilities and Behavior

	C	P	N	N/A	N/O
29. Bathrooms are cleaned and sanitized at least daily and when soiled.					
30. There is an adequate supply of liquid soap, paper towels, and toilet paper and all are accessible.					
31. Proper handwashing procedures are posted at all handwashing sinks, including food preparation sinks and art area sinks.					
32. Staff wash their hands with both liquid soap and running water after each toileting and diapering.					
33. Children wash their hands with both liquid soap and running water after toileting and diapering.					

### Diapering (Reminder: In preschools, if there are children in diapers or pull-ups, rank items in this section.)

34. The diaper-changing area is distinct from food areas and used ONLY for diaper changes.					
35. An adjacent sink is available for the caregiver(s) to wash hands without leaving the diaper-changing area.					
36. A complete and accurate diaper-changing protocol is posted in the diaper-changing area.					
37. Changing tables have impervious, non-absorbent surfaces, are sturdy, at adult height and equipped with 3" lip rail.					
38. Disposable gloves are available in the diaper-changing area(s).					
39. Washable, plastic-lined, tightly covered receptacles, operated by a foot pedal are provided within arms reach of diaper-changing table.					
40. Changing tables/pads are in good repair and cleaned with disposable paper towels and disinfectant solution after each use.					

### Food Preparation / Eating

41. Infants too young to sit up are held by an adult while being fed and infants able to sit up and toddlers and preschoolers eat sitting up.					
42. <b>I/T:</b> If provided by the facility, formula is in a sealed container (canned/powdered).					
43. <b>I/T:</b> Bottles with formula are labeled with the individual child's name and dated within 24 hours of observation.					
44. <b>I/T:</b> Breastmilk in the refrigerator is dated within 48 hours of observation.					
45. <b>I/T:</b> Breastmilk in the freezer is dated within 3 months of observation.					
46. <b>I/T:</b> If bottles, bottle caps or nipples are reused in the center they must be washed in a dish washer or boiled.					
47. <b>I/T:</b> Breast milk is not thawed or heated in the microwave or in boiling water.					
48. All perishables (e.g. meats, fish, poultry, milk, eggs) are refrigerated until immediately before serving.					
49. The food preparation area is separate from the eating, play, toilet, and bathroom areas.					
50. Staff wash their hands with both liquid soap and running water before food preparation and/or service.					
51. Staff wash their hands with both liquid soap and running water before and after eating their own food.					
52. Children wash their hands with both liquid soap and running water before and after eating.					
53. Children under 4 are not given food that causes choking even if brought from home (e.g., nuts, popcorn, candy, whole grapes, hot dog rounds, chunks of meat, spoonfuls of peanut butter, carrots).					
54. Each refrigerator has a thermometer and is $\leq 40$ degrees F.					
55. The names of children with special dietary needs and those needs are posted in food preparation and food service areas (ask staff).					

**OUTDOOR:**

Number of adults \_\_\_\_\_ Number of children \_\_\_\_\_

Outdoor staff to child ratios (# adults: # children) \_\_\_\_\_

**Equipment/Supervision**

	C	P	N	N/A	N/O
56. Outdoor equipment is free of sharp points or corners, splinters, protruding (> 1") nails/bolts, loose rusty parts, and hazardous small parts.					
57. All pieces of playground equipment are stable--do not wobble or tip when shaken.					
58. Outdoor play equipment height is safe for use (max: 3 ft for 3s, 5 _ ft for 5s).					
59. All children wear helmets while riding tricycles and bicycles.					
60. All pieces of playground equipment are over ≥ 9 in. of loose fine sand, wood chips or mulch, or is over <i>approved</i> rubber mats.					
61. Sand, wood chips, mulch or mats under playground equipment extends at least 6 feet beyond the perimeter of the stationary equipment.					
62. Play structures more than 30 in. high are spaced at least 9 ft. apart.					
63. Openings on play equipment, fences, or handrails are either less than 3 1/2 inches or greater than 9 inches.					
64. Outdoor areas are maintained in clean and safe conditions – no trash, broken equipment, glass, animal excrement.					
65. No accessible pools of water that pose a drowning risk.					

**Outdoor Activities**

	C	P	N	N/A	N/O
66. All children are always visible to an adult staff member while in outdoor play areas, and adult staff are spread out over the playground and provide direct supervision in close proximity.					

**Child Care Health Consultation  
 Health and Safety Checklist/Child Care Evaluation SUMMARY**

For each health policy listed below, please mark the appropriate response. (Refer to NHSPS Code Reference Sheet for completion of form.)

Excellent	Adequate	Poor	None	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Handwashing
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Administration of Medications
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Care of Mildly Ill Children
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exclusion of Ill Children
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Transportation Safety
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Inclusion of Children with Special Needs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cleaning and Sanitizing
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emergency Preparedness
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff Health