

Licensed Day Care Home

Provider Self-Evaluation Checklist

DO NOT RETURN THIS FORM TO THE LOCAL CHILD CARE SURVEYOR OR THE KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT. THIS IS FOR YOUR USE ONLY. USE THIS FORM TO HELP YOU DETERMINE YOUR OWN COMPLIANCE WITH LAWS AND REGULATIONS. YOU ARE NOT REQUIRED TO HAVE THIS COMPLETED FORM ON FILE.

The KDHE recommends that you read the *Regulations for Licensing Day Care Homes and Group Day Care Homes for Children* several times throughout the year. You are responsible for meeting the Laws and Regulations. Contact your local child care facility surveyor if you have any questions about how to meet any law or regulation.

NOTE: The items listed on this form do not reflect all the laws and regulations for a Licensed Day Care Home. Refer to the Regulation book for a complete list of the laws and regulations.

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K.S.A. 65-501 **License or temporary permit required; exemptions.**
If no temporary permit or license has been issued by KDHE, no unrelated children in care that exceeds the definition for inconsequential care. C NC R

K.S.A. 65-506 **Notice of issuance, limitation, modification, suspension or revocation of license; notice to parents or guardians of enrollees of limitation, modification, suspension, revocation or denial; unlicensed placements prohibited.**
Parents or guardians notified in writing if the license is suspended, revoked or denied.
No child placed in a facility not licensed by KDHE. C NC R

K.S.A. 65-508 **Equipment, supplies, accommodations; competent supervision and care of children; rules and regulations; immunizations.**
(a)(3) Each facility shall be operated with strict regard to the health, comfort, safety, and social welfare of children. C NC R

K.S.A. 65-508 **Inspections.**
(b) Signed Fire Safety Agreement is posted next to the license as required by the State Fire Marshal. C NC R

K.S.A. 65-512 **Changes or alterations required to comply with law; notice; duty of licensee.**
Surveyor is given right of entry and access to every place on the premises and is provided with records which are required to be inspected. C NC R

K.S.A. 65-513 **Restrictions on persons maintaining or residing, working or volunteering at child care facility; criminal history check by secretary of health and environment; information to be provided sponsoring child placement agency.**
Licensee understands that it is her/his responsibility to make changes or alterations provided in any Notice of Survey Finding within 5 days of the receipt of the notice. C NC R

K.S.A. 65-516 **Smoking prohibited in day care homes.**
No person known to be a prohibited person is residing, working or regularly volunteering in the home. C NC R

K.S.A. 65-530 **Policies relating to illness and reporting of child abuse.**
Smoking is prohibited inside the home when children are in care. C NC R

K.A.R. 28-4-117 **Health care requirements for children under 16 years of age.**
(a)(1) Each child under 11 years of age enrolled in care and each child under 16 years of age living in the home has a completed medical record on file.
NOTE: Children 11-16 years of age who are in care but do not live in the home are not required to have a medical record or HA on file. They are required to have current immunizations and emergency release forms. C NC R

K.A.R. 28-4-117 **Inspections.**
(a)(2) Each child's health assessment is conducted within 6 months PRIOR to the initial enrollment and signed by a nurse trained to perform HA or a licensed physician. C NC R

K.A.R. 28-4-117 **Changes or alterations required to comply with law; notice; duty of licensee.**
(a)(3) The medical history obtained from the parent and recorded on the KDHE form. C NC R

K.A.R. 28-4-117 **Restrictions on persons maintaining or residing, working or volunteering at child care facility; criminal history check by secretary of health and environment; information to be provided sponsoring child placement agency.**
(c) Immunizations are current as medically appropriate. C NC R

K.A.R. 28-4-117 **Smoking prohibited in day care homes.**
(d) Certificate from a licensed physician is on file exempting the child from immunization due to a physical condition, OR a statement is on file signed by the parent requesting a religious exemption from immunizations. C NC R

K.A.R. 28-4-117 **Policies relating to illness and reporting of child abuse.**
(e) A statement is on file signed by the parents of unimmunized infants showing they have been informed of the risks when a exempted child is in care. C NC R

K.A.R. 28-4-117 **Equipment, supplies, accommodations; competent supervision and care of children; rules and regulations; immunizations.**
(f) A new health assessment is not required if previous medical record is available when a child is moved to a different child care provider. C NC R

K.A.R. 28-4-117 **Notice of issuance, limitation, modification, suspension or revocation of license; notice to parents or guardians of enrollees of limitation, modification, suspension, revocation or denial; unlicensed placements prohibited.**
(g) Well child information provided to parents at the time of enrollment or posted in a conspicuous place. C NC R

K.A.R. 28-4-118 **Health care requirements for children under 16 years of age.**
(a) Nonprescription medicines are given only with parental permission and a record is kept. C NC R

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K.A.R. 28-4-118 Policies relating to illness and reporting of child abuse.

(b) Prescription medications are given from containers labeled with child's name, name of the med, dosage, intervals, name of doctor, and date. A record is kept. C NC R

K.A.R. 28-4-118

(c) Provider reports suspected child abuse/neglect. C NC R

K.A.R. 28-4-123 Parental access to child care facilities.

Parental/Guardian access allowed during all hours of operation. C NC R

K.A.R. 28-4-124 Parental permission for children to go off-premises.

Signed permission for each location on KDHE form. Also required by K.A.R. 28-4-116(f)(4). Destination, times and adults responsible posted in a place accessible to parents. C NC R

K.A.R. 28-4-125 Criminal history and child abuse registry information for the purpose of obtaining criminal and child abuse histories.

(a) KBI/DCF form submitted with Application/Renewal. C NC R

K.A.R. 28-4-125

(b) All persons over 10 years who reside, work or regularly volunteer are submitted on a KBI/DCF form within one week for new persons. C NC R

K.A.R. 28-4-125

(c) Copy of KBI/DCF form submitted is kept on file. C NC R

K.A.R. 28-4-126 Health of persons 16 years or older in child care facilities.

(a)(1) Persons caring for children are: Free from physical, mental, emotional handicaps, and are qualified by temperament, maturity, sound judgment and an understanding of children. (If no, document why): C NC R

K.A.R. 28-4-126

(a)(2) Persons in contact with children are NOT impaired due to alcohol or drugs. C NC R

K.A.R. 28-4-126

(b)(1) Health assessment on file for each person regularly caring for children. C NC R

K.A.R. 28-4-126

(c)(1) Negative TB test on file for each person living, working or regularly volunteering. C NC R

K.A.R. 28-4-127 Emergencies.

(a) Working telephone on the premises during all hours of operation. Emergency telephone numbers posted next to the phone, police, fire, ambulance, hospital, poison control. C NC R

K.A.R. 28-4-127

(b)(1)(A) EMR on file for each child. Also required by K.A.R.28-4-116(f)(4) C NC R

K.A.R. 28-4-127

(c) Health assessments and emergency release forms are taken to the emergency room with the child. C NC R

K.A.R. 28-4-127

(d) When a staff member accompanies child, person stays with the child during emergency care. Other children are adequately supervised during emergency. C NC R

K.A.R. 28-4-127

(e)(2) Injuries or illnesses requiring medical attention are reported immediately to parent or guardian. C NC R

K.A.R. 28-4-127

(e)(3) Communicable diseases are reported to health department by the next working day. C NC R

K.A.R. 28-4-127

(f) Deaths are reported to KDHE or health department by the next working day. C NC R

K.A.R. 28-4-128 Safety procedures.

(a) Disaster plans are developed for emergencies such as fire, tornadoes, storms, serious injury and floods (covers disasters likely to affect the home due to its location, as identified). C NC R

K.A.R. 28-4-128

(b) Plans are posted in a conspicuous place and reviewed with parents. C NC R

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| <u>K.A.R. 28-4-128</u> <u>Safety procedures.</u> (c) All persons responsible for children are informed and follow emergency plans. | C NC R | <u>K.A.R. 28-4-129</u> (b)(2) Above ground pools are 4 feet high or enclosed by a 5 foot fence. Steps are removed when not in use. | C NC R |
| <u>K.A.R. 28-4-128</u> (d) Fire drills are conducted monthly, to allow participation of all children, and are recorded. | C NC R | <u>K.A.R. 28-4-129</u> (b)(3) Sensors not used in lieu of fence around pools. | C NC R |
| <u>K.A.R. 28-4-128</u> (e) Tornado drills are conducted monthly (April-September) to allow participation of all children, and are recorded. | C NC R | <u>K.A.R. 28-4-129</u> (b)(4) Swimming pool is cleaned daily. Swimming pool water has pH of 7.2-8.2. Free chlorine content is between 0.4 and 3.0 parts/million. Tests are recorded and available. | C NC R |
| <u>K.A.R. 28-4-129</u> <u>Swimming and wading activities.</u> At the time of the survey, there is not a swimming pool, wading pool, or a hot tub on the premises. Licensee understands that he/she is responsible for compliance with the applicable regulations if a swimming pool, wading pool or hot tub is added to the premises. | C NC R | <u>K.A.R. 28-4-129</u> (b)(5) A person with a life saving certificate or CPR training and who can swim is in attendance when swimming pool is in use. | C NC R |
| <u>K.A.R. 28-4-129</u> (a) Swimming and wading pools on premises. | | <u>K.A.R. 28-4-129</u> (b)(6) If swimming pool is more than 6 ft. across, has a ring buoy, rope or shepherd's hook of adequate length. | C NC R |
| <u>K.A.R. 28-4-129</u> (a)(1) Swimming/wading pools and hot tubs are constructed, maintained and used to safeguard children. | C NC R | <u>K.A.R. 28-4-129</u> (c) Wading Pool on premises. | |
| <u>K.A.R. 28-4-129</u> (a)(2) Appropriate supervision provided by an adult for swimming/wading activities. | C NC R | <u>K.A.R. 28-4-129</u> (c)(1) If water is in the wading pool, children are only allowed to play in the area with supervision. | C NC R |
| <u>K.A.R. 28-4-129</u> (a)(3) Staff/child ratios maintained at all times for swimming/wading activities. | C NC R | <u>K.A.R. 28-4-129</u> (c)(2) Water in wading pools is emptied daily. | C NC R |
| <u>K.A.R. 28-4-129</u> (a)(4) Safety rules for swimming activities posted and reviewed by persons caring for children (during months of pool use). | C NC R | <u>K.A.R. 28-4-129</u> (d) Hot Tubs on premises. | |
| <u>K.A.R. 28-4-129</u> (b) Swimming pools on premises (water over 24 inches) | | <u>K.A.R. 28-4-129</u> (d)(1) Hot tub or spa is covered and secured by straps or locks. | C NC R |
| <u>K.A.R. 28-4-129</u> (b)(1) Below ground pools are enclosed by a 5 foot fence. | C NC R | <u>K.A.R. 28-4-129</u> (d)(2) Children prohibited from using hot tub or spa. | C NC R |

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| <u>K.A.R. 28-4-129</u> <u>Swimming and wading activities.</u> (e) Ponds and lakes only used for children over 6, swimming areas are approved, a certified life guard is on duty, required staff/child ratios maintained. | C NC R | <u>K.A.R. 28-4-130</u> (a)(5)(A) Facility owned or leased vehicles, appropriate individual restraint is used for infants. | C NC R |
| <u>K.A.R. 28-4-130</u> <u>Transportation.</u> At the time of the survey, the provider does not transport or plan to transport children. Licensee understands he/she is responsible for compliance with the applicable regulations if children are transported. | C NC R | <u>K.A.R. 28-4-130</u> (a)(5)(B) Facility owned or leased vehicles, appropriate individual restraint is used for children able to sit up without support. | C NC R |
| <u>K.A.R. 28-4-130</u> (a) Facility owned or leased vehicles | | <u>K.A.R. 28-4-130</u> (a)(5)(C) Facility owned or leased vehicles, appropriate individual restraint is used for children four years of age or older or weighing 40 pounds or more. | C NC R |
| <u>K.A.R. 28-4-130</u> (a)(1) Facility owned or leased vehicles, driver is 18 years or older with a driver's license of type appropriate for the vehicle being used. Trailers pulled by another vehicle, camper shells or truck beds not used to transport children. | C NC R | <u>K.A.R. 28-4-130</u> (a)(5)(D) Facility owned or leased vehicles, only one child is restrained per seat belt. | C NC R |
| <u>K.A.R. 28-4-130</u> (a)(2)(A) Facility owned or leased vehicles, vehicles maintained in safe condition. | C NC R | <u>K.A.R. 28-4-130</u> (a)(5)(E) Facility owned or leased vehicles, school type buses without restraints are used for school age children only. | C NC R |
| <u>K.A.R. 28-4-130</u> (a)(2)(B) Yearly mechanical safety check and corrections recorded and on file. | C NC R | <u>K.A.R. 28-4-130</u> (a)(6) Safety of children protected as follows: | |
| <u>K.A.R. 28-4-130</u> (a)(3) Facility owned or leased vehicles, accident and liability insurance is current. Coverage is as follows: \$100,000 for personal injury or death in any one accident, \$300,000 for injury death of 2 or more persons in one accident and \$50,000 for loss of property. | C NC R | <u>K.A.R. 28-4-130</u> (a)(6)(A) Doors are locked (driver's door exempt) when vehicle is in motion. | C NC R |
| <u>K.A.R. 28-4-130</u> (a)(4)(A) Facility owned or leased vehicles, health assessments and emergency release forms are in the vehicle when children are transported. | C NC R | <u>K.A.R. 28-4-130</u> (a)(6)(B) Discipline shall be maintained at all times for children riding in facility owned or leased vehicles. | C NC R |
| <u>K.A.R. 28-4-130</u> (a)(4)(B) Facility owned or leased vehicles, first-aid kit is in the vehicle when transporting children. | C NC R | <u>K.A.R. 28-4-130</u> (a)(6)(C) All parts of child's body in vehicle at all times. | C NC R |
| | | <u>K.A.R. 28-4-130</u> (a)(6)(D) Children enter and exit the vehicle away from traffic. | C NC R |
| | | <u>K.A.R. 28-4-130</u> (a)(6)(E) Children under 10 years are not left in vehicle unattended; no child is left in the vehicle when vacated. | C NC R |

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K.A.R. 28-4-130 Transportation.

(a)(6)(F) No smoking when transporting.

C NC R

K.A.R. 28-4-130

(a)(6)(G)(i) Child/staff ratio maintained at all times for children riding in facility owned or leased vehicles.

C NC R

K.A.R. 28-4-130

(a)(6)(H) Driver transports to authorized destination only.

C NC R

K.A.R. 28-4-130

(b) Vehicles owned by staff or volunteers:

K.A.R. 28-4-130

(b)(1) Vehicles owned by staff or volunteers, covered by personal insurance for accident and liability (no minimum).

C NC R

K.A.R. 28-4-130

(b)(2) Vehicles owned by staff or volunteers, each vehicle complies with the requirements of K.A.R. 28-4-130(a)(1); (a)(2)(A); (a)(4)(A); (a)(5); and (a)(6)(A) through (H).

C NC R

K.A.R. 28-4-130

(c)(1) Each driver is informed of the transportation regulations.

C NC R

K.A.R. 28-4-130

(c)(2) K.A.R. 28-4-130(a)(6)(A) through (H) are posted in the vehicle or given to the driver.

C NC R

K.A.R. 28-4-131 Animals, birds, or fish.

At the time of the survey, there are no pets on the premises. Licensee understands that he/she is responsible for compliance with the applicable regulations if pets are acquired.

C NC R

K.A.R. 28-4-131

(a) Pet area maintained in a sanitary manner.
No animal or bird in kitchen during food preparation.
Parents informed of children's access to pets.

C NC R

K.A.R. 28-4-131

(b) Dogs and cats have current immunizations and record is kept on file.

C NC R

K.A.R. 28-4-131

(c) Children protected from hazardous animals on the premises.
Pit Bull Dogs not on premises.
Animal exhibits are supervised by appropriate animal care personnel.

C NC R

K.A.R. 28-4-132 Child care practices.

(a) Children supervised by a person 16 years of age and older who is responsible for the children's health, safety and well-being.

C NC R

K.A.R. 28-4-132

(b) Discipline

K.A.R. 28-4-132

(b)(1) Written discipline policy indicating methods of guidance appropriate to the age of children in care.
Parents informed of discipline policy.

C NC R

K.A.R. 28-4-132

(b)(2) Punishment which is humiliating, frightening, or physically harmful is not used.

C NC R

K.A.R. 28-4-132

(b)(2)(A) Corporal punishment such as spanking with hand or any implement, slapping, swatting, pulling hair, yanking the arm, or any similar activity is not used.

C NC R

K.A.R. 28-4-132

(b)(2)(B) Verbal abuse, threats, or derogatory remarks about the child or the child's family is not used.

C NC R

K.A.R. 28-4-132

(b)(2)(C) Binding or tying to restrict movement, or enclosing in a confined space such as a closet, locked room, box or similar cubicle as punishment is not used.

C NC R

K.A.R. 28-4-132

(b)(2)(D) Withholding or forcing foods as punishment is not used.

C NC R

K.A.R. 28-4-132

(b)(2)(E) Placing substances which sting or burn on the child's mouth or tongue or other parts of the body as punishment is not used.

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| <u>K.A.R. 28-4-132</u> <u>(b)(4)</u> | <u>Child care practices.</u> All child care providers and substitutes comply with discipline practices outlined in K.A.R. 28-4-132. | C NC R |
| <u>K.A.R. 28-4-132</u> <u>(c)</u> | Diapering and toileting | |
| <u>K.A.R. 28-4-132</u> <u>(c)(1)</u> | Child's clothing or bedding changed when wet or soiled. | C NC R |
| <u>K.A.R. 28-4-132</u> <u>(c)(2)</u> | Children under 3 years of age have an extra change of clothes. | C NC R |
| <u>K.A.R. 28-4-132</u> <u>(c)(3)(A)</u> | Handwashing facilities shall be in or readily accessible to diaper changing area. | C NC R |
| <u>K.A.R. 28-4-132</u> <u>(c)(3)(B)</u> | Provider's hands are washed with soap and water after changing diapers or soiled clothes. | C NC R |
| <u>K.A.R. 28-4-132</u> <u>(c)(4)</u> | Children are diapered in their own crib/playpen, on a clean pad on the floor or on a changing table. | C NC R |
| <u>K.A.R. 28-4-132</u> <u>(c)(5)</u> | Changing tables and pads have waterproof, undamaged surface, are sturdy and have railings/safety straps, children are not left unattended on the table. | C NC R |
| <u>K.A.R. 28-4-132</u> <u>(c)(6)</u> | Changing tables/pads are sanitized after each use. | C NC R |
| <u>K.A.R. 28-4-132</u> <u>(c)(7)(A)</u> | Washable diapers/training pants are not rinsed out and are stored in a labeled covered container or plastic bag and returned home. | C NC R |
| <u>K.A.R. 28-4-132</u> <u>(c)(8)</u> | Disposable diapers are placed in covered container or plastic bag which is emptied daily or more frequently for odor control. | C NC R |
| <u>K.A.R. 28-4-132</u> <u>(c)(9)(A)</u> | Potty chairs if used are left in the toilet room, wastes are disposed of immediately in a flushed toilet, containers are sanitized after each use and washed daily. | C NC R |
| <u>K.A.R. 28-4-132</u> <u>(c)(10)</u> | Proper diaper procedures are followed. | C NC R |
| <u>K.A.R. 28-4-113</u> <u>(s)</u> | <u>Definitions.</u> Individual who supervises children in the temporary or extended absence of the Primary care provider who meets the following: | |
| <u>K.A.R. 28-4-113</u> <u>(s)(1)</u> | In the temporary absence of the primary care provider, the substitute is at least 16 years of age and meets all requirements for a provider specified in K.A.R. 28-4-114a (a)(2), (b)(4)(C), and (c). | C NC R |
| <u>K.A.R. 28-4-113</u> <u>(s)(2)</u> | In the extended absence of the primary care provider, the substitute is at least 18 years of age and meets all requirements for a primary care provider specified in K.A.R. 28-4-114a. | C NC R |
| <u>K.A.R. 28-4-114</u> <u>(b)</u> | <u>Applicant; licensee.</u> Complete application or renewal, fee, and KBI/DCF form has been submitted. (Cross reference K.A.R. 28-4-92(a) and K.A.R. 28-4-125(a)). | C NC R |
| <u>K.A.R. 28-4-114</u> <u>(b)(1)</u> | Each applicant, if an individual, and each licensee, if an individual, meets the following requirements: Applicant/licensee is at least 18 years or older. | C NC R |
| <u>K.A.R. 28-4-114</u> <u>(b)(2)</u> | Child care or a combination of child care and other employment is less than or equal to 18 hours in a 24 hour period. | C NC R |
| <u>K.A.R. 28-4-114</u> <u>(b)(3)</u> | Care provider is not engaged in activities that interfere with supervision or care of children. | C NC R |

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| <u>K.A.R. 28-4-114</u> <u>Applicant; licensee.</u> (c)(1) | If each applicant with a temporary permit and each licensee operates more than one facility, each facility is operated and maintained separately. | C NC R |
| <u>K.A.R. 28-4-114</u> (d) | Licensee is licensed for, and providing only, one type of care on the same premises. | C NC R |
| <u>K.A.R. 28-4-114</u> (e)(1) | Provider/Licensee has read and understands the table defining the license capacity for a Licensed Daycare Home. | C NC R |
| <u>K.A.R. 28-4-114</u> (e)(2) | Children at least 11 but under 16 who are unrelated to provider included in capacity if care for this age group as a whole exceeds 3 hours a week. | C NC R |
| <u>K.A.R. 28-4-114</u> (g) | Any child who is developmentally delayed is counted in their developmental age group. | C NC R |
| <u>K.A.R. 28-4-114</u> (h) | Number of children on the premises including children under 11 years of age related to the provider (including drop-ins) is maintained within license capacity or an exception has been granted. In Comments box, note the following: Number of providers in attendance at the time of visit; Number of children under 18 months in care at time of visit; Number of children 18mo-5yr; Number of children 5-11 | C NC R |
| <u>K.A.R. 28-4-114</u> (i) | Emergency care does not cause the license capacity to be exceeded. | C NC R |
| <u>K.A.R. 28-4-114</u> (j) | Additional children permitted on the premises. | C NC R |
| <u>K.A.R. 28-4-114</u> (j)(1) | Not more than 2 additional children 2 ½ years or older attending part-day preschool or kindergarten between 11 a.m. and 1 p.m. on school days. | C NC R |
| <u>K.A.R. 28-4-114</u> (j)(2) | Not more than 2 additional children at least 5 years but under 11 years present between 6 a.m. and 6 p.m. | C NC R |
| <u>K.A.R. 28-4-114</u> (j)(2)(A) | Not more than 2 additional children at least 5 years but under 11 years present between 6 a.m. and 6 p.m. during the school year before and after school, in-service, holidays, closures, and breaks not to exceed 2 consecutive weeks. | C NC R |
| <u>K.A.R. 28-4-114</u> (j)(2)(B) | Not more than 2 additional children at least 5 years but under 11 years present between 6 a.m. and 6 p.m. for no more than 2 consecutive weeks before (Aug/Sept) or after the school year (May/June). | C NC R |
| <u>K.A.R. 28-4-114</u> (j)(3) | Not more than 2 additional children 11 years of age or older, unrelated to applicant/licensee for no more than 2 hours a day during child care hours if all of the following conditions are met: | C NC R |
| <u>K.A.R. 28-4-114</u> (j)(3)(A) | Additional children are not on the premises for the purpose of receiving child care in the facility. | C NC R |
| <u>K.A.R. 28-4-114</u> (j)(3)(B) | Additional children are visiting the applicant's/licensee's own child/children. | C NC R |
| <u>K.A.R. 28-4-114</u> (j)(3)(C) | Additional children are supervised by a provider if they have access to the children in care. | C NC R |
| <u>K.A.R. 28-4-114</u> (k) | Provider arranges for a substitute in the event of a temporary or extended absence of the primary care provider. | C NC R |
| <u>K.A.R. 28-4-114</u> (l) | The license is conspicuously posted. (Also K.S.A. 65-504). A copy of current Regulations is on file on the premises and available to all providers at all times. | C NC R |
| <u>K.A.R. 28-4-114a</u> <u>Initial and ongoing professional development.</u> | Individual designated to meet requirements if applicable. | C NC R |

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K.A.R. 28-4-114a Initial and ongoing professional development.

(a)(2) Applicant/licensee provided orientation to each provider who will be caring for children, about the policies and practices of the facility. Each provider completed the orientation prior to given sole responsibility for the care and supervision of children. Orientation included: **C NC R**

K.A.R. 28-4-114a

(a)(2)(A) Each provider completed the orientation prior to given sole responsibility for the care and supervision of children, which includes licensing regulations. **C NC R**

K.A.R. 28-4-114a

(a)(2)(B) Orientation includes facility policies and practices including emergency procedures, behavior management, and discipline; **C NC R**

K.A.R. 28-4-114a

(a)(2)(C) Orientation includes the schedule of daily activities. **C NC R**

K.A.R. 28-4-114a

(a)(2)(D) Orientation includes the care and supervision of children. **C NC R**

K.A.R. 28-4-114a

(a)(2)(E) Orientation includes health and safety practices. **C NC R**

K.A.R. 28-4-114a

(a)(2)(F) Orientation includes confidentiality. **C NC R**

K.A.R. 28-4-114a

(b) Health and Safety Training. **C NC R**

K.A.R. 28-4-114a

(b)(1) Health and Safety Training, applicant completed within 30 calendar days after the application was submitted. **C NC R**

K.A.R. 28-4-114a

(b)(2) Health and Safety Training, each provider completed before the date of employment or within 30 days after the date of employment. **C NC R**

K.A.R. 28-4-114a

(b)(4) Health and safety training includes the following:

K.A.R. 28-4-114a

(b)(4)(A) Health and safety training includes at least 2 clock-hours in recognizing the signs of child abuse or neglect, including prevention of abusive head trauma, and reporting of suspected child abuse and neglect. **C NC R**

K.A.R. 28-4-114a

(b)(4)(B) Health and safety training includes at least 2 clock-hours in basic child development. **C NC R**

K.A.R. 28-4-114a

(b)(4)(C) Health and safety training includes at least 2 clock-hours on safe sleep practices and SIDS if caring for children under 12 months of age. **C NC R**

K.A.R. 28-4-114a

(c) Pediatric first aid and pediatric CPR certifications obtained by each provider as specified below: **C NC R**

K.A.R. 28-4-114a

(c)(1) Applicant obtained pediatric first aid and pediatric CPR certifications no later than 30 calendar days after submission of application. **C NC R**

K.A.R. 28-4-114a

(c)(2) Each provider obtained pediatric first aid and pediatric CPR certifications before the date of employment or within 30 calendar days after the date of employment. **C NC R**

K.A.R. 28-4-114a

(c)(4) Current pediatric first aid and pediatric CPR certifications for each individual. **C NC R**

K.A.R. 28-4-114a

(d) Initial professional development requirements. Each applicant and primary care provider meets one of the requirements below within 30 calendar days following initial application for a license or employment: Has a child development associate credential; completed at least 15 hours of professional development training; has at least 3 months of previous employment in a facility or in a child care center, that has been in continuous operation for 3 or more years; or meets the requirements for a program director of a child care center as specified in K.A.R. 28-4-429. **C NC R**

C = Compliance
NC = Noncompliance
R = Reviewed

C = Compliance
NC = Noncompliance
R = Reviewed

K.A.R. 28-4-114a Initial and ongoing professional development.

(e) Annual professional development training requirements: completed 5 clock-hours of professional development training; maintained current accreditation by the National Association for Family child care; or holds a current child development associate credential.

C NC R

K.A.R. 28-4-114a

(f) Documentation of all orientation, training, and certifications for each individual is kept in that individual's file in the facility.

C NC R

K.A.R. 28-4-115 Facility.

(a) Facility is on public water and sewer. If NO to the above, water system has been approved and tested annually and a copy of the results is on file.

C NC R

K.A.R. 28-4-115

(b) If using a nonpublic water source, commercially bottled drinking water has been purchased and used for children under 12 months of age until the drinking water has been tested and the nitrate content is not more than (10 mg/l) as nitrogen.

C NC R

K.A.R. 28-4-115

(c) The facility has 25 square feet of available play space per child and is constructed, arranged and maintained to provide for health and safety of children (if no, document).

C NC R

K.A.R. 28-4-115

(c)(1) Walls are in good condition;

C NC R

K.A.R. 28-4-115

(c)(2) Skirted and anchored, if a mobile home;

C NC R

K.A.R. 28-4-115

(c)(3) 2A-10B:C fire extinguisher is available;

C NC R

K.A.R. 28-4-115

(c)(4) Working smoke detector on each level of the facility;

C NC R

K.A.R. 28-4-115

(c)(5) Visibly clean, uncluttered, no evidence of vermin infestation, and no objects or materials that constitute a danger to children. (if NC, describe in comments section below.)

C NC R

K.A.R. 28-4-115

(c)(6) Kitchen and outdoor garbage/trash in covered containers or tied plastic bags.

C NC R

K.A.R. 28-4-115

(c)(7) Meets the following requirements for each heating appliance:

K.A.R. 28-4-115

(c)(7)(A) Each heating appliance has a protective barrier to protect from burns.

C NC R

K.A.R. 28-4-115

(c)(7)(B) Each heating appliance is vented to outside if using combustible fuel.

C NC R

K.A.R. 28-4-115

(c)(8) Has each electrical outlet covered or inaccessible to prevent easy access by a child when the outlet is not in use.

C NC R

K.A.R. 28-4-115

(c)(9) Has any power strip or extension cord positioned in a manner that prevents a tripping or shock hazard;

C NC R

K.A.R. 28-4-115

(c)(10) Has each stairway with more than 2 stairs railed;

C NC R

K.A.R. 28-4-115

(c)(11) If children under 2 ½ years of age are in care, meets all of the following requirements:

K.A.R. 28-4-115

(c)(11)(A) If children under 2 ½ years of age are in care, has each stairway equipped with balusters not more than 4 inches apart or guarded to prevent a child's head or body from falling through.

C NC R

K.A.R. 28-4-115

(c)(11)(B) If children under 2 ½ years of age are in care, has each stairway guarded by secured door or gated to prevent unsupervised access by the child, including a latching device that an adult can open readily in an emergency.

C NC R

C = Compliance
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R = Reviewed

| <u>K.A.R. 28-4-115</u> | <u>Facility.</u> | |
|------------------------|--|--------|
| (c)(11)(C) | If children under 2 ½ years of age are in care, no accordion gate in use. | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (c)(11)(D) | If children under 2 ½ years of age are in care, no pressure gate at the top of any stairway. | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (c)(12) | Has a readily available 2nd means of escape available from the first floor; | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (c)(13) | Each lockable interior door designed to permit the door to be unlocked from either side in case of an emergency; | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (c)(14) | Temperature is maintained between 65 degrees F to 85 degrees F in the play area; | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (c)(15) | Does not have any window coverings with strings or cords accessible to children; | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (c)(16) | Has at least 1 bathroom with at least 1 sink and 1 flush toilet; all fixtures in working order at all times; and an individual towel and washcloth or disposable products provided for each child. | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (d) | Fire safety approval obtained for the facility by a fire inspector. | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (e) | If there is a basement and/or a second floor used for child care, a fire safety approval is on file and was obtained by the facility prior to use. Third floor not used for child care. | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (f) | A refrigerator is available. Medications stored in the refrigerator are kept in a locked box. | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (g) | The following hazardous items are stored safely: | |

| <u>K.A.R. 28-4-115</u> | | |
|------------------------|--|--------|
| (g)(1) | Household cleaning supplies and bodily care products bearing warning labels or containing alcohol are in locked storage OR stored out of reach of children. (Soap used for hand washing may be kept unlocked and placed on the back of counter by bathroom or kitchen sink). | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (g)(2) | Dangerous chemicals, household supplies with warning labels and all medications are in locked storage OR stored out of the reach of children under 10 years of age. | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (g)(3) | Sharp instruments are stored in childproof drawers or cabinets OR stored out of the reach of children. | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (g)(4) | Tobacco products, ashtrays, lighters, and matches are out of reach of children. | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (h) | All weapons are in a locked room, closet, container, or cabinet. Ammunition is in locked storage separate from other weapons. | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (i) | The outdoor play area: | |
| <u>K.A.R. 28-4-115</u> | | |
| (i)(1) | Is fenced if it adjoins that of another child care facility, as defined in K.S.A. 65-503, or if the area surrounding, or the conditions existing outside, the play area present hazards that could be dangerous to the safety of the children which may include any of the following: A fish pond or decorative pool containing water, railroad tracks, or a water hazard, including a ditch, a pond, a lake, and any standing water. | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (i)(2) | Outdoor play equipment is safely constructed and in good repair and is available and placed in an area free of health, safety, and environmental hazards. | C NC R |
| <u>K.A.R. 28-4-115</u> | | |
| (i)(3) | Trampoline is not in use during the hours of operation of the facility. If a trampoline is on the premises, it is made inaccessible to children during the facility's hours of operation. | C NC R |

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K.A.R. 28-4-115 Facility.

(i)(4) Climbing equipment and swings either anchored in the ground with metal straps or pins or set in cement to prevent movement of the equipment and swings.

C NC R

K.A.R. 28-4-115

(i)(5) All surfaces under and around climbing equipment and swings meet the following requirements:

K.A.R. 28-4-115

(i)(5)(A) Impact-absorbent surfacing material installed in each use zone under and around anchored equipment over 4 feet in height, including climbing equipment, slides, and swings.

C NC R

K.A.R. 28-4-115

(i)(5)(B) Impact-absorbent surfacing material consists of material intended for playground use. (Shredded bark mulch, wood chips, fine sand, fine gravel, shredded rubber, unitary surfacing material, or synthetic impact material).

C NC R

K.A.R. 28-4-115

(i)(5)(C) Hard-surfacing materials not used in any use zone. (Asphalt, concrete, hard-packed dirt).

C NC R

K.A.R. 28-4-115

(i)(5)(D) Surfaces made of loose material is maintained by replacing, leveling, or raking the material.

C NC R

K.A.R. 28-4-115

(i)(6) Wooden or metal seats not used on swings:

C NC R

K.A.R. 28-4-115

(i)(7) Teeter-totters and merry-go-rounds designed for school children are not used by children under 5 years of age.

C NC R

K.A.R. 28-4-115

(j) Designated area for outdoor play if licensed on and after March 1, 2012.

C NC R

K.A.R. 28-4-115a Supervision.

(a) Supervision plan.

K.A.R. 28-4-115a

(a)(1) Supervision plan developed for children in care that includes all age ranges and a copy is available for review by the parent(s) or legal guardian(s) and the department and includes the following:

C NC R

K.A.R. 28-4-115a

(a)(1)(A) Supervision plan includes a description of the rooms, levels or areas (including indoor and outdoor) that have child activities, snacks or meals, nap or sleep.

C NC R

K.A.R. 28-4-115a

(a)(1)(B) The supervision plan shall include the manner in which supervision will be provided.

C NC R

K.A.R. 28-4-115a

(a)(1)(C) The supervision plan includes any arrangements for the provision of evening or overnight care.

C NC R

K.A.R. 28-4-115a

(a)(2) The supervision plan is updated.

C NC R

K.A.R. 28-4-115a

(a)(3) Each provider follows the supervision plan.

C NC R

K.A.R. 28-4-115a

(b) General supervision requirements.

K.A.R. 28-4-115a

(b)(1) Each child is under the supervision of a provider.

C NC R

K.A.R. 28-4-115a

(b)(2) Each provider is aware at all times of the location and activity of each child.

C NC R

K.A.R. 28-4-115a

(b)(2)(A) Each provider interacts with the child and attends to their needs.

C NC R

K.A.R. 28-4-115a

(b)(2)(B) Each provider responds immediately if the child is crying or in distress to determine the cause and provide comfort and assistance.

C NC R

C = Compliance
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K.A.R. 28-4-115a Supervision.

(b)(2)(C) Each provider investigates immediately to any change in the activity or noise level of the child.

C NC R

K.A.R. 28-4-115a

(b)(2)(D) Each provider responds immediately to any emergency that could impact the health, safety, and well-being of the child.

C NC R

K.A.R. 28-4-115a

(b)(3) Provider not engaged in any activity interfering with care of children.

C NC R

K.A.R. 28-4-115a

(b)(4) Electronic monitoring devices are not used to replace the supervision requirements of this regulation.

C NC R

K.A.R. 28-4-115a

(c) Indoor supervision requirements.

K.A.R. 28-4-115a

(c)(1) Indoor supervision requirements. The provider is within sight and in proximity to each child who is awake and under 2 ½ years of age. When provider attending to personal hygiene needs or engaging in other child care activities, the following conditions are met:

C NC R

K.A.R. 28-4-115a

(c)(1)(A) When attending to personal hygiene needs or engaging in other child care activities the provider must first ensure the safety of each child.

C NC R

K.A.R. 28-4-115a

(c)(1)(B) When attending to personal hygiene needs or engaging in other child care activities the provider responds immediately to any child in distress.

C NC R

K.A.R. 28-4-115a

(c)(1)(C) When attending to personal hygiene needs or engaging in other child care activities the provider remains within hearing distance of each child.

C NC R

K.A.R. 28-4-115a

(c)(2) Each child 2 ½ years and older who is awake is permitted to go unattended to another room in the facility if the following conditions are met:

K.A.R. 28-4-115a

(c)(2)(A) Based on observations of the child's behavior and information from the parent or legal guardian, the provider determines that the child 2 1/2 years and older can go unattended to another room within facility.

C NC R

K.A.R. 28-4-115a

(c)(2)(B) When permitting a child 2 1/2 years and older to go unattended in another room the door to each room remains open.

C NC R

K.A.R. 28-4-115a

(c)(2)(C) When permitting a child 2 1/2 years and older to go unattended in another room the provider remains within hearing distance of the child.

C NC R

K.A.R. 28-4-115a

(c)(2)(D) When permitting a child 2 1/2 years and older to go unattended in another room the provider visually checks on the child and responds as necessary to meet the needs of the child.

C NC R

K.A.R. 28-4-115a

(c)(3) Supervision is provided for each child who is napping or sleeping.

C NC R

K.A.R. 28-4-115a

(c)(3)(A) Each child who is napping or sleeping is within sight or hearing distance of the provider and visually checked at least once every 15 minutes.

C NC R

K.A.R. 28-4-115a

(c)(3)(B) The provider meets all requirements of K.A.R. 28-4-116a for any child under 12 months of age and is napping or sleeping.

C NC R

K.A.R. 28-4-115a

(c)(3)(C) If any child is napping or sleeping in a room separate from the provider, the door to that room remains open.

C NC R

K.A.R. 28-4-115a

(c)(3)(D) When a child awakens and is ready to get up, the provider attends to the child's needs and assists the child in moving to another activity.

C NC R

K.A.R. 28-4-115a

(d) Outdoor supervision requirements.

C = Compliance
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K.A.R. 28-4-115a Supervision.

(d)(1) For each child under 5 years of age, the provider is outdoors at all times and remains within sight of and in proximity to each child, watching and directing the activities of the child. **C NC R**

K.A.R. 28-4-115a

(d)(2) For each child 5 years of age and older, the provider permits the child to go unattended to the facility's designated outdoor play area if all of the following conditions are met: **C NC R**

K.A.R. 28-4-115a

(d)(2)(A) Designated play area is enclosed with a fence for unattended children 5 years of age and older. **C NC R**

K.A.R. 28-4-115a

(d)(2)(B) The provider determines the area is free of any potential hazards when allowing children 5 years of age and older unattended in the outside play area. **C NC R**

K.A.R. 28-4-115a

(d)(2)(C) The provider remains within hearing distance of the child when children 5 years of age and older are unattended in the outside play area. **C NC R**

K.A.R. 28-4-115a

(d)(2)(D) The provider visually checks on the child and responds as necessary to meet the needs of the child who is 5 years of age and older and unattended in the outside play area. **C NC R**

K.A.R. 28-4-115a

(e) Evening care and overnight care requirements. **C NC R**

K.A.R. 28-4-115a

(e)(1) All requirements K.A.R. 28-4-115a subsections (a) through (d) are met. **C NC R**

K.A.R. 28-4-115a

(e)(2) (LDCH only) At least one provider remains awake at all times when overnight care is provided. **C NC R**

K.A.R. 28-4-116 Daily care of children.

(a) Daily activities. **C NC R**

K.A.R. 28-4-116

(a)(1) Provides daily activities that promote healthy growth and development. Cultural background and traditions familiar to the children are taken into consideration. Indoor and outdoor activities incorporated are appropriate for the ages and developmental levels of the children. **C NC R**

K.A.R. 28-4-116

(a)(2) Each child is offered a choice of activities and the opportunity to participate. Age appropriate toys, play equipment, books, and other learning materials available in sufficient quantities to allow each child a choice of activities. **C NC R**

K.A.R. 28-4-116

(a)(3) Activities, supplies, and equipment are designed to promote: **C NC R**

K.A.R. 28-4-116

(a)(3)(A) Activities, supplies, and equipment are designed to promote large and small motor movement; **C NC R**

K.A.R. 28-4-116

(a)(3)(B) Activities, supplies, and equipment are designed to promote creative expression; **C NC R**

K.A.R. 28-4-116

(a)(3)(C) Activities, supplies, and equipment are designed to promote math and science skills; **C NC R**

K.A.R. 28-4-116

(a)(3)(D) Activities, supplies, and equipment are designed to promote language development and literacy. **C NC R**

K.A.R. 28-4-116

(a)(4) Each child given the opportunity for at least 1 hour of physical activity daily, either outdoors as described in (a)(7) or indoors. **C NC R**

K.A.R. 28-4-116

(a)(5) If the daily activities include any media viewing, the following requirements are met: **C NC R**

K.A.R. 28-4-116

(a)(5)(A) Each program for media viewing is age-appropriate and, if rated, the rating is appropriate for the ages and developmental levels of the children viewing the program. **C NC R**

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K.A.R. 28-4-116 **Daily care of children.**

(a)(5)(B) No child is required to participate in media viewing. Each child not engaged in media viewing is offered a choice of at least 1 other activity.

C NC R

K.A.R. 28-4-116

(a)(6) Toys and other items for use by children meet following requirements:

K.A.R. 28-4-116

(a)(6)(A) Toys and other items used by children shall be clean, of safe construction, and in good repair;

C NC R

K.A.R. 28-4-116

(a)(6)(B) Toys and other items shall be washed and sanitized daily when used by children under 18 months of age;

C NC R

K.A.R. 28-4-116

(a)(6)(C) Toys and other items shall be washed and sanitized before use by another child, if contaminated by saliva or other bodily fluids.

C NC R

K.A.R. 28-4-116

(a)(7) Unless prohibited by the child's medical condition or extreme weather conditions, each child is taken outdoors daily. Children 12 months of age or older have the opportunity for 1 hour of outdoor play daily.

C NC R

K.A.R. 28-4-116

(b) Self-help and personal care

K.A.R. 28-4-116

(b) Each child is assisted as needed with hand washing, toileting, dressing, and other personal care.

C NC R

K.A.R. 28-4-116

(c) Hand washing.

K.A.R. 28-4-116

(c) Hands washed using soap and warm running water and dried with a paper towel or single-use towel. If soap and running water not readily available, an alcohol-based hand sanitizer is used only by adults, under adult supervision, by children two years of age or older.

C NC R

K.A.R. 28-4-116

(c)(1) Each provider washes own hands as needed when hands are soiled and when each of the following occurs:

K.A.R. 28-4-116

(c)(1)(A) Each provider washes own hands at the start of the hours of operation or when first arrives at facility;

C NC R

K.A.R. 28-4-116

(c)(1)(B) Each provider washes own hands when returning from being outdoors;

C NC R

K.A.R. 28-4-116

(c)(1)(C) Each provider washes own hands after toileting, diapering, assisting child with toileting, or handling any bodily fluids.

C NC R

K.A.R. 28-4-116

(c)(1)(D) Each provider washes own hands before preparing each snack and each meal and before and after eating each snack and each meal;

C NC R

K.A.R. 28-4-116

(c)(1)(E) Each provider washes own hands before and after administering any medication;

C NC R

K.A.R. 28-4-116

(c)(1)(F) Each provider washes own hands after feeding or handling any pet.

C NC R

K.A.R. 28-4-116

(c)(2) Each child washes own hands or is assisted in washing that child's hands as needed when hands are soiled and when each of the following occurs:

K.A.R. 28-4-116

(c)(2)(A) Each child washes own hands or is assisted in washing when first arriving at facility;

C NC R

K.A.R. 28-4-116

(c)(2)(B) Each child washes own hands or is assisted in washing when returning from being outdoors;

C NC R

K.A.R. 28-4-116

(c)(2)(C) Each child washes own hands or is assisted in washing after toileting;

C NC R

C = Compliance
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| <u>K.A.R. 28-4-116</u> | <u>Daily care of children.</u> | | <u>K.A.R. 28-4-116</u> | |
|------------------------|--|--------|------------------------|--|
| (c)(2)(D) | Each child washes own hands or is assisted in washing before and after eating each snack and each meal; | C NC R | (e)(1)(D) | For children under 18 months, the contents of the bottle not finished is discarded. C NC R |
| (c)(2)(E) | Each child washes own hands or is assisted in washing after feeding or handling any pet. | C NC R | (e)(1)(E) | For children under 18 months, no formula or breast milk is heated in a microwave oven. C NC R |
| (d) | Smoking prohibited while providing direct physical care to children. No smoking in any room, enclosed area, or other enclosed space on the premises when children in care. | C NC R | (e)(1)(F) | For children under 18 months, solid foods offered when both provider and parent/legal guardian of the child determine the child is ready. Opened containers of solid foods are labeled with child's name, the contents, and the date opened. Containers covered and stored in the refrigerator. C NC R |
| (e) | Menu plans developed and implemented for meals and snacks containing a variety of healthful foods, including fresh fruits, vegetables, whole grains, lean meats, and low-fat dairy products. | C NC R | (e)(2) | Nutritious meals and snacks served based on time child is in care. C NC R |
| (e)(1) | At the time of the survey, the licensee does not provide care for children under 18 months of age. Licensee understands that he/she is responsible for compliance with the applicable regulations if he/she starts caring for children under 18 months. | C NC R | (e)(2)(A) | In care at least 2 1/2 hours but under 4 hours served at least one snack. C NC R |
| (e)(1) | For children under 18 months, the following requirements are met: | | (e)(2)(B) | In care at least 4 hours but under 8 hours served at least one snack and one meal. C NC R |
| (e)(1)(A) | For children under 18 months, each child is held when bottle fed until they can hold their own bottle. | C NC R | (e)(2)(C) | In care at least 8 hours but under 10 hours served at least two snacks and one meal or at least one snack and two meals. C NC R |
| (e)(1)(B) | For children under 18 months, no child allowed to sleep with a bottle in mouth. | C NC R | (e)(2)(D) | In care at least 10 or more hours served at least two meals and at least two snacks. C NC R |
| (e)(1)(C) | For children under 18 months, each bottle of prepared formula or breast milk is stored in the refrigerator with the nipple covered. The bottle is labeled with the child's name, contents, and date received and is used within 24 hours of the date on the label. | C NC R | (e)(3) | Meals and snacks contain food groups in regulation K.A.R. 28-4-116(e)(3)(A)-K.A.R. 28-4-116(e)(3)(D). C NC R |
| | | | (e)(4) | Food is of sufficient quantity for each meal to allow each child a second portion of bread, milk, and either vegetables or fruits. C NC R |

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K.A.R. 28-4-116 **Daily care of children.**
(e)(5) Drinking water available for each child at all times while in care. C NC R

K.A.R. 28-4-116
(e)(6) Only pasteurized milk products served. C NC R

K.A.R. 28-4-116
(e)(7) Milk served to any child 2 years of age or older has a fat content of 1% or less, unless medical reason is documented in writing by licensed physician. C NC R

K.A.R. 28-4-116
(e)(8) Only pasteurized and full-strength fruit or vegetable juice is served. C NC R

K.A.R. 28-4-116
(e)(9) The provider and parent or legal guardian of the child make arrangements for the provision of alternative foods or beverages if a child has food allergy or special dietary need. C NC R

K.A.R. 28-4-116
(e)(10) Meals and snacks are served to each child using individual tableware appropriate for the food or beverage served. Food served on tableware is appropriate for that food and not served directly on a bare surface, including a tabletop. C NC R

K.A.R. 28-4-116
(e)(11) Tableware washed, rinsed and air-dried or placed in dishwasher after each meal. If NC, time of meal and time of survey. C NC R

K.A.R. 28-4-116
(e)(12) Sanitary methods of food handling and storage are followed. C NC R

K.A.R. 28-4-116
(e)(13) Washable or disposable individual cup, towel and washcloth is provided for each child. C NC R

K.A.R. 28-4-116
(f) Individual children's files are maintained and include: C NC R

K.A.R. 28-4-116
(f)(1) Parent(s) or legal guardian full name, addresses, phone numbers and name, address, and phone number of the individual to notify in case of an emergency; C NC R

K.A.R. 28-4-116
(f)(2) Name and phone number of each individual authorized to pick up the child and to provide transportation. C NC R

K.A.R. 28-4-116
(f)(3) Medical record including Health assessment. NOTE: Children in 2 week emergency care are not required to have a HA on file. The medical record filled out by the parent and emergency release form is to be on file. C NC R

K.A.R. 28-4-116
(f)(4) EMR (also K.A.R. 28-4-127(b)(1)(A)) and permission to go off-premises (also K.A.R. 28-4-124). C NC R

K.A.R. 28-4-116a **Napping and sleeping.**
(a) Rest period. Each child has a daily, supervised rest period as needed. Each child who does not nap or sleep is given the opportunity for quiet play. C NC R

K.A.R. 28-4-116a
(b) Safe sleep practices.

K.A.R. 28-4-116a
(b)(1) Safe sleep practices developed and implemented for children napping and sleeping. C NC R

K.A.R. 28-4-116a
(b)(2) Before the first day of care, the provider discusses safe sleep practices with the parent/legal guardian of each child. C NC R

K.A.R. 28-4-116a
(b)(3) Each provider follows the safe sleep practices of the facility. C NC R

K.A.R. 28-4-116a
(b)(4) Each child 12 months of age or older naps or sleeps on a bed, a cot, the lower bunk of a bunk bed, or pad over a carpet or area rug on the floor. C NC R

K.A.R. 28-4-116a
(b)(5) All of the following requirements are met for each child under 12 months of age:

C = Compliance
NC = Noncompliance
R = Reviewed

C = Compliance
NC = Noncompliance
R = Reviewed

K.A.R. 28-4-116a Napping and sleeping.

(b)(5)(A) Each child under 12 months of age naps or sleeps in a crib or a playpen. Stacking cribs or bassinets are prohibited. Cribs with water-bed mattress are not used. **C NC R**

K.A.R. 28-4-116a

(b)(5)(B) Each child under 12 months of age moved to a crib or a playpen if the child falls asleep on a surface other than a crib or playpen. **C NC R**

K.A.R. 28-4-116a

(b)(5)(C) Each child under 12 months of age is not napping or sleeping in the same crib or playpen occupied by another child at the same time. **C NC R**

K.A.R. 28-4-116a

(b)(5)(D) Each child under 12 months of age is placed on the child's back to nap or sleep. **C NC R**

K.A.R. 28-4-116a

(b)(5)(E) Each child under 12 months of age is placed on child's back and allowed to remain in a position preferred by the child when the child is able to turn over independently. No wedges or infant positioners are used. **C NC R**

K.A.R. 28-4-116a

(b)(5)(F) Each child under 12 months of age sleeps in a crib or playpen free of any soft items. **C NC R**

K.A.R. 28-4-116a

(b)(5)(G) If a lightweight blanket is used, the blanket is tucked along the sides and foot of the mattress. It is not placed higher than the child's chest. The head of the child remains uncovered. **C NC R**

K.A.R. 28-4-116a

(c) The following requirements are met for all napping or sleeping surfaces:

K.A.R. 28-4-116a

(c)(1) Clean, individual bedding provided for each child. **C NC R**

K.A.R. 28-4-116a

(c)(2) Each napping or sleeping surface is kept clean, is of safe construction, and is maintained in good repair. **C NC R**

K.A.R. 28-4-116a

(c)(3) Each crib and playpen is used only for children who meet the manufacturer's recommendations for use, including any age, height, or weight limitations. The manufacturer's instructions for use, including any recommendations for use is kept on file. **C NC R**

K.A.R. 28-4-116a

(c)(4) Each crib and playpen has a firm, tightfitting mattress and a fitted sheet. The mattress is set at lowest point when a child using the crib or playpen becomes able either to sit up or to pull up to a standing position inside the crib or playpen, whichever comes first, to ensure child cannot climb out of crib or playpen. **C NC R**

K.A.R. 28-4-116a

(c)(5) If a crib or playpen is slatted, the slats are spaced not more than 2 3/8 inches apart. **C NC R**

K.A.R. 28-4-116a

(c)(6) On or after December 28, 2012, no crib purchased before June 28, 2011 is in use in the facility. **C NC R**

K.A.R. 28-4-116a

(c)(7) Each pad used for napping or sleeping is at least ½ inch thick, washable or enclosed in washable cover and long enough so the child's head and feet rest on the pad. Clean, individual bedding, including a bottom and top cover, is provided for each child. **C NC R**

K.A.R. 28-4-116a

(c)(8) Cribs, cots, playpens, and pads, when in use for napping or sleeping, are separated at least 24 inches in all directions except when bordering on the wall. **C NC R**

K.A.R. 28-4-116a

(c)(9) When not in use, cribs, cots, playpens, pads, and bedding are stored in a clean and sanitary manner. **C NC R**

K.A.R. 28-4-116a

(d) Consumer warning or recall. Necessary changes made to follow the recommendations of any consumer warning or recall of a crib or playpen as soon as the warning or recall is known. **C NC R**

C = Compliance
NC = Noncompliance
R = Reviewed

C = Compliance
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K.A.R. 28-4-116a Napping and sleeping.

(e) Transition from crib or playpen. The parent or guardian of the child and the provider determine when the child who is 12 months of age or older is ready to transition from a crib or playpen to another napping or sleeping surface.

C NC R

K.A.R. 28-4-119b Compliance with regulations.

Written exceptions granted by KDHE are posted with the license.

C NC R