

Inspecting Child Care Centers and the Inspection Process


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Inspecting Child Care Centers

How Many Kids Make a Child Care Center?

- As few as 3 children and as many as space and staff allow
- Centers may be in homes, churches, commercial building or other suitable structures

Inspections



- ▶ Initial Inspection
 - Covers construction and equipment items
 - Must earn a Superior Classification before DCDEE will issue a license
 - New center/no children attending (.2834(e)(1))
 - Inspect
 - Send inspection form to DCDEE
 - Do not post a classification card
 - Conduct an unannounced inspection when children are in attendance within 30 days of opening; then post a card

Preparing for the Inspection

- ▶ Review the previous inspection forms
 - Items deducted
 - General Comments
 - Water Samples
 - Complaints

Materials and Equipment

- ▶ Current Rules
- ▶ Current Evaluation Form
- ▶ Memorandum File
- ▶ Addendum Sheets
- ▶ Grade Cards
- ▶ Supplies

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- ▶ Invite the operator to accompany you

- ▶ What's the logical flow?
 - Don't forget the perimeter
 - What if it was built before 1978...?
 - What is the condition of the building (floors, walls ceilings)

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- Proceed from least to greatest contamination
- Wash hands!
- Educate!

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Extra Eyes
We see the center differently as REHS
We can see what the staff overlooks

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What type of **activities** do you see during your inspection?

- Is it play time
- Nap time
- Lunch time
- Make sure to inspect at different times of the day and different months in the six month period.

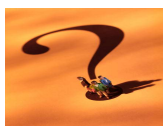
What Is Wrong?

<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>
January 5	January 8	January 6	January 4
July 6	July 2	July 8	July 1

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What type of **procedures** do you see during your inspection?

- Handwashing
- Diapering
- Toy cleaning



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- Laundry for crib sheets
- Cleaning toilets and lavatories
- Sick area

What do you do if you don't get to see these procedures?

Take Your Time Filling Out the Inspection Form

- Briefly read through each of the 50 items on the form. This will help you remember deficiencies you saw during the inspection.
- You may want to carry a note pad during your inspection.

Preparing the Inspection Form and Classification Card

- Document carefully and thoroughly.
- Use the comment addendum form.
- Provide a copy to the operator and send the original to DCDEE.
- Discuss and document the re-inspection process (if applicable).

Inspection Form Summary

- Educate during the inspection
- Use common sense

- 50 Items on the grade sheet
- 200 possible demerits
- 15 6-point demerit items

Tips on Dealing with Others

- Avoid Being argumentative
- Explain why a rule is a rule
- Compliment the good things about the Center
- Always try to leave on a positive note!

Things You Should Never Say During and Inspection

- This is your center and your responsibility, read the rules
- I'm glad you have been doing this for 20 years but, you're not doing it right
- This is what the rule says, I can't help that the last inspector didn't tell you

Sanitation Classification Scale

- ▶ **SUPERIOR** 0-15, no 6-point demerits
- ▶ **APPROVED** 16-30, no 6-point demerits
- ▶ **PROVISIONAL** 31-45, or 6-point demerit
- ▶ **DISAPPROVED** 46 or more demerits; failure to improve a provisional classification; right-of-entry denied

Provisional Classification

- ▶ Contact
 - Child Care Consultant
- ▶ Time
 - Shall not exceed seven days unless construction or renovation is necessary



Disapproved Classification

- ▶ **Immediately**
 - Notify DCDEE by faxing a copy of the inspection form
- ▶ Time
 - Re-inspect as Often as Necessary




Posting the Classification Card

You Designate the Location

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~Summary of Disapproval~


Summary of Disapproval shall be issued and forwarded to DCDEE

- when the right-of-entry to inspect is denied
- an inspection is discontinued unless the decision is mutual
- when a water sample is confirmed positive for fecal coliform, total coliform or other chemical constituents




Appeals .2835

- ▶ Appeals concerning the enforcement of the Child Care Sanitation Rules should be made to DCDEE.



Delegation Authority/Authorization Procedures

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Delegation Authority/Authorization Procedures

Complete Intern Training
County Training

Tier 4 Training
Complete 3 CCC inspections
Call Regional for training

Delegation Authority/Authorization Procedures

Tier 4 Training includes:
In-office Training
Child Care Inspection

Delegation authority/Authorization Procedures

Field Practice & Review
8 CCC inspections
3 onsite wastewater systems
3 onsite water supplies

Six of the eight must be at centers with on-site food preparation

Delegation Authority/Authorization Procedures
Inspect 2 schools

Supervisor will review inspection sheets

When all requirements have been met the applicant may apply for authorization

Delegation Authority/Authorization Procedures

Scheduling for Authorization
Provide properly completed CCC Authorization Procedures Document **And** an application for Authorization to Office of Education and Training

Forward inspection forms to regional specialist

Delegation Authority/Authorization Procedures

Evaluation Procedures with Regional Test - 60 multiple choice

Inspect at least 4 CCC's (2 with on-site wastewater and/or on-site water supply)

Inspect at least 2 schools

Questions?