

WHAT DO I HAVE TO DO TO MY HOME TO BECOME LICENSED?

The **FAMILY CHILD CARE HOME CHECKLIST** below includes some requirements your home must meet. Review it carefully.

Following are some of the requirements listed in Licensing Regulations Governing Pinellas County Family Child Care Homes. All are required to obtain a license and should be helpful to you in reviewing the health and safety procedures in your home.

INSIDE YOUR HOME

1. YES NO An adequate number of safe age-appropriate play materials, toys, and books are accessible to children.
2. YES NO A written schedule of daily activities that is flexible and appropriate for the ages of children in care is available.
3. YES NO All cleaning supplies, chemicals, sprays, medicines, vitamins, mouthwashes, fluoride toothpaste, cosmetics, perfumes, colognes, after-shave lotion, razor blades, alcoholic beverages, vanilla extract, matches, etc., are moved out of reach of children.
4. YES NO All of the above items have been removed from accessible medicine cabinets. *Medicine cabinets are accessible in most homes.*
5. YES NO Knives, scissors, corn cob holders, pizza cutters, and other sharp objects are stored out of reach of children. Small items such as batteries, paper clips, and coins are also kept out of reach.
6. YES NO Separate towels, washcloths, and cups are available for each child. *Disposable products, if used, will be discarded after each use.*
7. YES NO Designated diapering area has been arranged with provision for sanitizing the impermeable surface, proper disposal of diapers, and hand washing. *No safety straps or harness on changing table, no items stored on changing table.*
8. YES NO Arrangements have been made for age-appropriate sleep space. Cribs, port-a-cribs, pack-n-plays or playpens are available for infants through 12 months of age. Separate bedding is available if beds of family members are used. *Sleeping on the floor, on couches, on foam or air mattresses is prohibited.*
9. YES NO Pets have current vaccinations. Pet foods and litter boxes are inaccessible to children.
10. YES NO Safety plugs are in all unused electrical outlets.
11. YES NO Electrical cords and extension cords are in good repair and out of reach of children.
12. YES NO Cigarettes, ashtrays, and lighters are out of reach of children. There will be no smoking when children are present, this includes e-cigarettes.
13. YES NO Fireplaces, potbelly, or wood burning stoves are inaccessible to the children if used for heat while children are in care.
14. YES NO Fans and portable heaters are out of reach of children and meet federal safety requirements. Unvented kerosene heaters may not be used.
15. YES NO The home is properly ventilated and the temperature maintained between 65 - 82 degrees Fahrenheit.

16. YES NO Firearms are unloaded and out of reach of children. Ammunition is stored separately from firearms and is out of sight and reach of children. *Exception: Firearm cases or racks within reach of children must be locked to prevent removal of firearms by children.*
17. YES NO Smoke detector(s) is in working order. Two smoke detectors are required for a split floor plan home.
18. YES NO All flammable materials are stored away from heat sources (outlets, water heaters, stoves, heating units).
19. YES NO Evacuation plan indicating escape routes and location of children's records has been posted. Emergency numbers and directions to the home have been posted near a telephone.
20. YES NO A 2-A:10-B:C fire extinguisher is accessible, tagged, and in compliance with the state fire code.
21. YES NO Sanitary and orderly conditions are maintained throughout the home. Plumbing fixtures, furnishings, equipment, floors, carpets, walls, and bedding are clean, sanitary and in good condition.
22. YES NO Homes shall have one (1) toilet, one (1) bathtub, and one (1) lavatory for handwashing purposes.
23. YES NO The home is free of peeling or chipping paint. *Lead testing will be required in homes where peeling or chipping paint is present.*
24. YES NO Rodents and vermin are exterminated. Pest control will not take place in rooms while children are present. Integrated pest management includes elimination of conditions that draw bug, such as clutter control and health sanitation.
25. YES NO Arrangements have been made for keeping attendance records and maintaining files for children in care. *A full explanation and master copies of required forms will be provided at the initial inspection.*
26. YES NO The home has at least one (1) operable corded telephone.
27. YES NO First aid supplies: liquid soap and hand sanitizer, Band-Aids®, disposable non-porous gloves, cotton balls or applicators, sterile gauze pads or rolls, adhesive tape, digital thermometer, tweezers, pre-moistened wipes, scissors, bottled water and a current resource guide on first aid and CPR procedures.
28. YES NO Locks on all doors that lead to the outside or to off limits areas, including sliding glass and screen doors, are inaccessible to children (approximately 5 feet from the floor). If hook and eye locks have been used, they are the spring type. Decals have been placed at a child's eye level on sliding glass doors.
29. YES NO Burglar bars are not on the windows or doors of the home.
30. YES NO Alcohol thermometers in refrigerator and freezer. Refrigerators must show a reading of 41 degrees Fahrenheit or below and thermometers in freezer must show a reading of 0 degrees Fahrenheit or below.
31. YES NO Food prep area is clean, free of dust, food particles and grease.
32. YES NO Clean, sanitary drinking water is available both indoors and outdoors throughout the day.

- 33. YES NO Designated isolation area for a child who becomes ill, must be within sight and sound.
- 34. YES NO Open sides of stairs, ramps, and other walking surfaces from which there is more than a 30 inch vertical distance fall must have guardrails, protective barriers or baby gates.

OUTSIDE YOUR HOME

- 35. YES NO Play area is fenced. The sturdy, secure fence is a minimum of four (4) feet in height. Must have two exits from playground with the home being one exit.
- 36. YES NO If dogs are allowed on playground area; dog feces must be picked up daily before children can play in yard. *It is suggested to have a separate fenced area for dog(s).*
- 37. YES NO Play equipment is in safe condition. Swing sets, climbing equipment, etc., are securely anchored. There is a resilient surface to cushion falls under the play equipment.
- 38. YES NO Yard is cleared of trash, loose concrete blocks, boards, building materials, yard tools, appliances, auto parts, etc.
- 39. YES NO An operable pool alarm has been installed in the pool or the pool is surrounded by a sturdy secure four (4) sided fence at least four (4) feet in height.
- 40. YES NO Gates and/or doors leading to the pool area have locks that are inaccessible to children and will be kept locked when children are in care. *Pools are off limits to the day care children, caregiver, and substitute while children are in care.*
- 41. YES NO Attended a Water Safety Class.
- 42. YES NO Foundation of house and crawl space are safely enclosed.
- 43. YES NO Air Conditioning unit(s) are made inaccessible to children, either by fencing or a mesh cover.
- 44. YES NO Garage is cleared of debris, paper, rags, and combustible rubbish.
- 45. YES NO Paints, varnishes, gasoline, and any other combustible liquids have been stored in safe containers with tightly fitting caps or seals and are out of reach if in areas accessible to children.
- 46. YES NO All exits of the home leading to the outside are free of any obstructions.
- 47. YES NO Fenced-in outdoor play area has a minimum of fifty (50) square feet per child.
- 48. YES NO The base of the fence meets ground level.
- 49. YES NO Lakes, ditches, ponds, canals, or other water hazards bordering the home are fenced with a minimum of four (4) feet in height.

There are additional requirements for homes with pools. Contact the License Board office for this information.