

**FAMILY CHILD CARE HOME (FCCH)**  
**SELF-EVALUATION**

Licenses are required to meet all licensing laws and regulations. It is critical to the health and safety of children in FCCHs that licenses routinely review their homes to ensure that all licensing requirements are met. To assist with your review, Community Care Licensing has identified the most serious licensing requirements which, if not met, could jeopardize the health and safety of children in your care. If your review is done on a regular basis, it could prevent some of the most serious violations from occurring. Please note that the regulations/H&S Code sections below are for general reference, are not all inclusive, and do not identify *all* of the requirements that must be met. We encourage you to involve staff, friends, parents, and others in this self-evaluation process as well.

Regulation/H&S Code Section	Description of Licensing Requirement	Met	Not Met
102370-102370.2 102395(a)	Have criminal record clearances and Child Abuse Central Index checks been done for ALL adults? <b>Presence of a person without proper clearances, including excluded persons, is a serious violation.</b>		
102416.5, 102417(a)	Are children supervised at all times? When on field trips, are qualified and adequate staffing present? Are assistant caregivers present when required? <b>Ratios must be met at all times. Failure to provide adequate care and supervision may result in loss of a child, a child wandering off, injury, or even death.</b>		
102417(g)(5)(A)-(B),	Are all bodies of water, pools, spas, ponds, fountains, streams, lakes, etc., made inaccessible to children by either a locked cover that can withstand the weight of an adult, or a 5-foot safety fence with a gate that swings away from the pool, self-closing, and self-latching at the top? <b>These safeguards are <u>in addition</u> to proper supervision. Failure to comply with pool safety requirements could result in serious injury or death of a child.</b>		
102416.5(a)-(c)	Are you caring for no more children than your license allows? (See capacity chart on website). <b>Capacity limitations must be adhered to at all times. A program with too many children presents a risk to all children in care. Remember, for large FCCHs, a fire clearance and an assistant are required.</b>		
102423(a)(1)-(4)	Do you ensure that the personal rights of all children are protected? <b>There can be no corporal punishment, and no unacceptable discipline such as spanking, excessive timeout or nap time, withholding of food or any other activity which violates the health and safety of children in care.</b>		
102417 et al	Does your home meet all physical plant requirements on a regular basis? Are detergents, cleaning compounds, medicines, and other items which could pose a danger stored where they are inaccessible to children? Are poisons and firearms stored in locked areas and is ammunition stored and locked separately from firearms? <b>Repairs needed for situations that may pose a danger to children must be made immediately and preventative maintenance must be done to ensure the health and safety of children in care is protected.</b>		
102416(c)-(e)	Are your CPR and First Aid cards and certificates current?		
102416.2(b)-(h)	Do you report to your local licensing office whenever an incident occurs that might endanger the health and safety of children in your care? This includes death of a child, any injury to a child that requires medical treatment, and other issues.		
102417(g)(7) -(9)	Do you have an Emergency Disaster Plan in place, including emergency information for children in care? Do you keep a <u>current</u> roster of children in your care?		
H&S 1596.859, 1596.8595, 1596.8895	Are you following all posting and parent notification requirements for a Type A deficiency citation? (See Parent Notification Requirements on the website.)		

**NOTE:** You are required by law to allow a Department employee, who has proper identification, to enter and inspect your home during normal business hours or anytime children are in care. This inspection authority includes private interviews with children and staff to determine compliance with licensing laws and regulations.