



CHILD CARE FACILITY STANDARDS CLASSIFICATION SUMMARY

Florida Statute and Administrative Code Section

Specific Child Care Licensing Standard

Class Violation Level	Description of the Licensing Standard Violation
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General Requirements ss. 402.305, 402.3125, 402.318, F.S. , and rule 65C-22.001, 65C-22.002, F.A.C.

1. License Displayed/Citation Posted/Advertising ss. 402.3125, 402.318, F.S.

3	The facility's license was not posted in a conspicuous place within the facility.
3	Citation(s) for a licensing standard violation was not posted with the license.
3	The citation did not remain posted for the full year after its effective date.
3	The facility failed to include their license number when advertising.

2. Licensed Capacity ss. 402.305(6), rule 65C-22.002(3), F.A.C.

2	The facility is licensed to serve [] children. A total of [] children were counted at the center and/or were on a field trip.
2	The facility failed to maintain the required 20 or 35 sq ft. per child in areas occupied by children.
3	The facility failed to post the room capacity in each room of the facility.

3. Minimum Age Requirements ss. 402.305(2), F.S. & rule 65C-22.001(3), F.A.C.

3	The staff person in charge in the operator's absence did not meet the minimum age requirement.
3	In the operator's absence, no one was designated to be in charge.
2	A person under the age of 16 years was employed at the facility and not directly supervised.
3	A person under the age of 16 years was included in the calculation of the personnel-to-child ratio.

4. Ratio Sufficient ss. 402.305(4), F.S. & rule 65C-22.001(4), F.A.C.

2	A ratio of [] staff for [] children is required. There were [] staff for [] children observed.
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5. Supervision rule 65C-22.001(5), 65C-22.001(6), 65C-22.002(4) & 65C-22.007 (2), F.A.C.

2	Direct supervision of children in the [] group was inadequate in that [].
2	Staff were not within sight and hearing of all the children during nap time.
2	There were insufficient personnel readily accessible to meet ratio requirements during nap time.

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2 (moved from #52)	Children were not individually fed or supervised during meal time.
2	Children in the outdoor play area were not adequately supervised in that [].
1	A child was unknowingly left behind in a vehicle, at the facility or on a field trip.
1	A child was not adequately supervised and left the facility premises without the knowledge or awareness of staff.
2	In addition to the staff required to meet staff-to-child ratios, an additional adult was not present during a field trip.
1	The operator, employee or substitute was observed supervising children while under the influence of narcotics, alcohol or other drugs that impair the individual's ability to provide safe child care.
1	The facility provided a water activity using a swimming pool that exceeds three feet in depth or a beach or lake area and did not have a person with a certified lifeguard certification or equivalent present.
2	The individual(s) responsible for children on a field trip did not have a telephone or other means of instant communication available.
2	During evening child care hours, staff did not stay awake at all times.
1	An unscreened individual was left alone to supervise children in care.
1	One or more children were not adequately supervised in that [], which posed an imminent threat to a child, or could or did result in death or serious harm to the health, safety or well-being of a child.
2	One or more children were not adequately supervised in that [], which was anticipated as posing a threat to the health, safety or well-being of a child, but the threat was not imminent.

6. Driver's License, Physician Certification & First Aid/CPR Training rule 65C-22.001(6), 65C-22.006(4), F.A.C.

3	The facility's driver did not have documentation of a valid Florida driver's license.
2	The facility's driver did not have a valid Florida driver's license.
3	The personnel record did not include a copy of the driver's physician certification which grants medical approval to operate a vehicle.
3	The facility's driver did not have documentation of course completion for first aid and/or infant and child CPR.
2	The facility's driver did not have a certificate of course completion for first aid and/or infant and child CPR.
2	The facility's driver did not have the appropriate driver's license endorsement.
2	The facility failed to obtain the proper documentation for driver's endorsement.

7. Vehicle Insurance and Inspection ss. 402.305(10), F.S. & rule 65C-22.001(6) F.A.C.

3	The operator did not have documentation of current insurance coverage for the vehicle used to transport children in care.
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2	The operator did not have the required insurance coverage on all vehicles used to transport children in care.
3	The facility did not have documentation of an annual vehicle inspection for a vehicle used to transport children in care.

8. Seat Belts/Child Restraints ss. 402.305(10), F.S. & rule 65C-22.001(6), F.A.C.	
1	The vehicle had seat belts and/or safety restraints for [] children and [] children were transported at one time.
1	The facility's use of seat belts was not age appropriate for children being transported who required safety restraints.
1	The number of children transported exceeded the manufacturer's designated seating capacity.

9. Transportation ss. 402.305(10), F.S. & rule 65C-22.001(6), F.A.C.	
2	The facility did not have evidence that a log was maintained for all children transported.
3	The facility's transportation log was not retained for a minimum of four months.
3	The facility's log for children transported did not include the following required elements: [].
2	Upon arrival at the destination, it was determined that the driver of the vehicle failed to mark each child off the log as children departed the vehicle.
2	The driver of the vehicle failed to drop the child off at the appropriate location.
1	The driver of the vehicle failed to drop the child off at the appropriate location resulting in serious harm to the health, safety or well-being of a child.
2	Upon arrival at the destination, the driver of the vehicle and second adult failed to conduct a physical inspection and visual sweep of the vehicle to ensure that no child was left in the vehicle.
1	A child was left unattended in the vehicle without staff awareness when returning from a field trip.
2	The required staff-to-child ratios were not maintained when transporting children.
3	Contact information for children being transported was not maintained in vehicles.
2	Emergency care plans, supplies, and/or medication was not available for children being transported with chronic medical conditions.

10. Planned Activities ss. 402.305(13), F.S. & rule 65C-22.001(7), F.A.C.	
3	The facility's written plan of scheduled activities was not written.
3	The facility's written plan of scheduled activities was not followed.
3	The facility's plan of scheduled activities was not posted in a place accessible to the custodial parents or legal guardians.
3	The written plan of activities did not promote the emotional, social, intellectual and physical growth of the children in care.

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3	Restraining devices (such as swings, high chairs, car seats, etc.) were used in excess as an alternative to active play or adult/child interaction, supervision, or discipline.
3	The written plan of activities included more than two hours of screen time (video games, computer, television, etc...)
3	The facility's plan of activities did not include outdoor play.
3	The written plan of activities did not include meals, snacks, or nap times, appropriate for the ages and the times the children are in care.
3	The written plan of activities did not include quiet and active play, both indoors and outdoors.

11. Field Trip Permission rule 65C-22.001(7), 65C-22.001(6), F.A.C.

3	The facility failed to post, in a conspicuous location, the date, time and location of a planned field trip at least two working days prior to the trip.
3	The custodial parents or legal guardian were not provided advanced notice of a planned field trip.
3	The facility did not secure written permission either in the form of a general permission or an individual permission slip prior to each field trip activity from the custodial parent or legal guardian.
3	Documentation of custodial parent or legal guardian's permission for field trips was not on file for the child(ren).
3	The facility failed to retain documentation of parental field trip permission for a minimum of four months from the date of each field trip.
3	The facility operator/staff did not have emergency contact information for the children on the field trip.
3	The facility operator/staff failed to have emergency medical consent forms for the children on the field trip.

12. Child Discipline ss. 402.305(12), F.S. & rule 65C-22.001(8), F.A.C.

3	The custodial parents or legal guardian were not provided written notification of the facility's disciplinary policy.
2	A staff member did not comply with the facility's written discipline policy.
1	A method of discipline was used at the facility that was severe, humiliating or frightening to children in that [].
2	The facility's discipline practices included the use of spanking or other form of physical punishment.
3	Not all methods of discipline included in the facility's written policy are permitted because they are neither age appropriate nor constructive.
1	A form of discipline used by staff was associated with food, rest and/or toileting.

13. Discipline Policy rule 65C-22.001(8), F.A.C.

3	A copy of the discipline policy was not available for review by the licensing authority.
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Physical Environment rule 65C-22.002, F.A.C.

14. Facility Environment rule 65C-22.002(1), 65C-22.002(7) - (9), F.A.C.	
3	Areas of the facility were found to be in need of cleaning.
3	There was evidence of rodent or vermin infestation observed.
3	An area(s) of the facility was observed to not be in good repair.
2	An area of the facility was observed to be a serious health hazard to children in care.
2	An area of the facility was observed to be a serious safety hazard to children in care.
3	A safety deficiency having a low potential for harm to the children in care was observed.
3	A health deficiency having a low potential for harm to the children in care was observed.
2	During the facility's operating hours, an activity occurred which endangered the health and/or safety of children in care.
3	The facility operator did not have current immunization records for the pet observed. Immunizations are available for this type of animal.
3	The facility operator did not have documentation that custodial parents or guardian are given written notification of animals on the premises.
2	Furnishings, equipment or plumbing were not clean and maintained in good repair, which pose a threat to the health, safety or well-being of the children in care.
2	Fire hazard, such as, [], was observed in the facility.
3	Animals were observed in the food preparation area.

15. Toxic Substances and Hazardous Materials rule 65C-22.002(1), F.A.C.	
2	A toxic substance was accessible to children.
2	A hazardous material was accessible to children.
2	A flammable product was accessible to children.
2	A cleaning supply was accessible to children.
2	Smoking was observed in the facility, outdoor area, during a field trip or in a vehicle used to transport children, while children were in care.
3	There was evidence that smoking occurred while children were in care in the facility, outdoor area, during a field trip or in a vehicle used to transport children, while children were in care..
1	A firearm or weapon was observed on the premises.
3	The facility operator failed to provide notification to custodial parents and/or legal guardians that smoking is prohibited on the premises of the child care facility.
3	The facility did not have documentation of approval from the local governing body to verify compliance for structural modifications made to an existing facility or new building.

16. Supplies Labeled/Stored rule 65C-22.002(1), F.A.C.	
2	A potentially harmful item, [], was not labeled as required.

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3	The facility's storage of harmful items including cleaning supplies, flammable products, poisonous, toxic and hazardous materials allowed access by children in care.
2	Harmful items including cleaning supplies, flammable products, poisonous, toxic, and hazardous materials were accessible to children in care.
2	The storage of potentially harmful items such as knives and/or sharp tools allowed access by children in care.
2	Knives and/or sharp tools were accessible to children in care.

17. Lighting rule 65C-22.002(2), F.A.C.

3	All rooms did not have sufficient lighting equivalent to 20 foot candles at three feet from the floor.
3	Lighting was insufficient to visually observe and supervise children, including during nap time.
3	All reading, painting and other close work areas did not have lighting equivalent to 50 foot candles.

18. Temperature and Ventilation rule 65C-22.002(2), F.A.C.

3	The facility failed to maintain a temperature between 65 degrees and 82 degrees Fahrenheit at all times.
3	All rooms in the facility were not adequately ventilated.
3	Cleaning (other than general clean-up activities) of a room took place while children were present in the room.

19. Indoor Floor Space ss. 402.305(6)F.S., rule 65C-22.002(3), 65C-22.007(3)(a), 65C-22.008(3), F.A.C

2	The facility that held a valid license on October 1, 1992, did not have 20 square feet of usable floor space per child for the number of children observed in care. The facility had a capacity of [] based on 20 square feet per child, and [] children were observed in care.
2	The facility did not have 35 square feet of usable floor space per child for the number of children observed in care. The facility had a capacity of [] based on 35 square feet and [] children were observed in care.
3	The facility did not provide open indoor play space for infants outside of cribs and playpens.
3	For centers that only provide evening child care, outdoor play space is not a requirement; however, the facility had no designated indoor space that promotes the development of gross motor skills.
3	The facility failed to maintain square foot per child during a non-routine special event in a common or multi-purpose area in accordance with the local fire authority.
2	The facility did not have the required usable floor space available per child in the [] room/area.

20. Outdoor Area/Square Footage ss. 402.305(6), F.S. & rule 65C-22.002(4), F.A.C,

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2	The facility's outdoor space calculated at 45 square feet per child allows [] children to use the space at one time and [] children were observed using the space.
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21. Outdoor Play Area rule 65C-22.002(4), F.A.C,	
3	The facility's outdoor play area contained debris.
3	The outdoor play area was not clean, free from litter, nails, glass or other hazards.
2	The facility's outdoor play area was observed to pose a threat to the health, safety or well-being of the children due to the presence of hazardous items.
3	The facility did not provide shade on the playground.
3	The facility did not provide opportunities for outdoor time each day (weather permitting) for infants in care.

22. Fencing rule 65C-22.002(4), F.A.C,	
2	The facility's outdoor play area was not fenced to prevent children's access to a water hazard.
1	The facility's outdoor play area was not fenced to prevent children's access to a water hazard.
2	The facility's outdoor play space was not enclosed with fencing or walls a minimum of 4 feet in height.
2	The facility's fencing walls or gate area had gaps that could allow children to exit the outdoor play area.
3	The base of the fence in the outdoor play area was not at ground level and could allow access by children or animals or allow children to exit the play area.
3	The fence in the outdoor play area had a dirt buildup at the base, causing the fence to be less than the minimum 4 feet in height and could allow children to exit the play area.

23. Individual Bedding rule 65C-22.002(5), 65C-22.002(10), 65C-22.008(3), F.A.C,	
3	The bedding available for children in care was inadequate in that [].
2	The bedding available was not safe and poses a threat to the health, safety or well-being of a child in care.
3	The bedding available for children in care was not cleaned and/or sanitized or disinfected.
2	The bedding available was not sanitary and poses a threat to the health, safety or well-being of a child in care.
3	A cot, bed, crib, mattress, playpen or floor mat was not available for all children who napped or slept
3	The facility made use of double or multi-deck cribs, cots or beds for children younger than one year old.
3	The floor mats available for children were not at least one inch thick.
3	The facility had no designated area for school-age children choosing to rest.
3	The facility had no designated area where or each child can sit quietly or lie down to rest or nap.

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3	The floor mats available for children in care were not covered with an impermeable surface.
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24. Bedding and Linens rule 65C-22.002(10), F.A.C.

3	The facility had no system in place for laundering linens weekly or more often as needed.
3	Linens, if used by more than one child, were not laundered between usage.
3	The facility's storage of linens was not sanitary.
3	Linens were not provided for sleeping children.
3	Pillows and blankets were not available for sleeping children.

25. Nap/Sleep Space Requirements rule 65C-22.002(5), F.A.C.

3	A minimum distance of 18" was not maintained between each napping/sleeping space.
2	The nap/sleep space was under furniture or against furniture that created a hazard.

26. Exit Area Clear rule 65C-22.002(5) and (7), F.A.C.

3	Exit areas were not clear in accordance with fire safety regulations.
2	Exit areas were blocked off and inaccessible in an emergency.

27. Crib Requirements rule 65C-22.002(5), F.A.C.

3	The facility did not have an adequate number of cribs, portacribs or playpens with sides for the number of children up to one year old in care.
2	The facility used cribs that did not meet current federal guidelines.
2	A napping or sleeping infant that is not capable of rolling over on their own was observed not positioned on their back and on a firm surface.
3	The custodial parent or guardian had not provided available documentation that an alternative position is authorized by the physician and a napping or sleeping infant that is not capable of rolling over on their own was observed not positioned on their back.

28. Toilets and Sinks rule 65C-22.002(6), F.A.C.

3	A sink used by children was not easily accessible and/or a safely constructed platform was not in place.
3	A toilet used by children was not easily accessible, safely constructed and/or an impervious platform was not in place.
3	The facility did not have the number of toilets and/or wash sinks required for the licensed capacity.
3	The facility did not adequately maintain the toilet and bath facilities used by the children as evidenced by [].
3	The facility did not adequately keep the toilet and bath facilities used by the children clean and/or sanitized or disinfected.
2	The facility did not adequately keep the toilet and bath facilities used by the children clean and sanitized or disinfected posing a threat to the health, safety or well-being of the children.

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3	The facility provided care for diapered infants only and did not have two wash basins for every thirty infants.
3	A toilet facility opened directly into an area where food was prepared.

29. Potty Chairs rule 65C-22.002(6), F.A.C.	
3	The cleaning and sanitizing of potty chairs did not take place between use by different children.
2	The cleaning and sanitizing of potty chairs did not take place between use by different children posing a threat to the health, safety or well-being of the children.

30. Bath Facilities and Supervision rule 65C-22.002(6), F.A.C.	
3	The facility serving children other than school age, had neither a portable nor a permanent bath facility available for bathing children.
2	Children did not receive adequate supervision while toileting or bathing.
3	Children did not receive adequate assistance with toileting or bathing as required by their age or need.

31. Bathroom Supplies and Equipment rule 65C-22.002(6), F.A.C.	
3	Paper towels or hand drying machines were not available and within reach of children.
3	Soap was not available to children using the toileting facility.
3	A toileting area did not provide a trash receptacle.
3	Toilet paper was not available to children using the toileting facility.

32. Operable Phone rule 65C-22.002(7), F.A.C.	
3	The facility staff did not have a working corded telephone available within the building in the event of a power outage.
2	The facility staff did not have a working corded telephone within the building in the event of a power outage.

33. Fire Drills & Emergency Preparedness rule 65C-22.002(7) F.A.C.	
2	Fire drills were not conducted and/or did not include one drill during napping/sleeping times, one drill using alternate evacuation routes, or one in the presence of the licensing authority.
3	A written record of fire drills was not completed and/or did not include one drill during napping/sleeping times, one drill using alternate evacuation routes, or one in the presence of the licensing authority.
3	The written record of the fire drills was incomplete and did not include the following:[].
3	The facility operator did not maintain documentation of fire drills for a minimum of one year from the date of the fire drill.
3	The facility did not have a fire extinguisher with a minimum rating of 2A10BC available in the food preparation area.
3	The facility did not have the fire extinguisher serviced and retagged timely.

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3	The facility did not have a fire extinguisher with a current certificate.
2	The facility operator did not have a current fire safety inspection by the local fire authority.
2	The facility operator had a fire safety inspection by the local fire authority that was not approved. The inspection reflects outstanding fire safety violations.
3	The facility operator did not have documented proof of an annual fire inspection by the local fire authority.
2	All adults and children failed to evacuate the facility when the fire alarm was activated.
2	The facility operator/staff failed to possess a current attendance record during a fire drill, emergency preparedness drill or an actual emergency.
2	Shallow frying or deep frying occurred in the absence of the appropriate suppression system.
2	A portable fryer was observed in use inside the facility in the absence of the appropriate suppression system.
3	The facility operator did not have a written emergency preparedness plan or the emergency preparedness plan was incomplete. .
2	The operator failed to conduct emergency preparedness drills.
3	The facility operator failed to maintain records of emergency preparedness and evacuation drills.
3	The operator failed to notify the licensing agency within 24 hours following a fire or natural disaster.

34. Food Preparation Area 65C-22.002(8), F.A.C.

3	The facility floor/floor covering, walls, and/or ceiling in the food preparation area was not nonabsorbent and was not easy to clean.
3	The food preparation area was being used as living or sleeping quarters.
3	The garbage container used for the disposal of food waste was not emptied, cleaned and sanitized or disinfected daily.
3	Garbage containing food waste was not disposed of in a leak proof, nonabsorbent container with a tight fitting lid.
2	Staff working with food did not use gloves or utensils while working with food to limit the direct contact with food.
3	Staff working in the food preparation area did not wear proper head covering/hair restraints.
3	Staff working with food were observed wearing soiled outer garments.

35. Health and Sanitation rule 65C-22.002(10), F.A.C.

3	Screens were not affixed or maintained on all opened doors and windows in the facility.
2	A staff member did not wash his/her hands appropriately after assisting a child with toileting.
2	A staff member did not wash his/her hands appropriately after diapering a child.
2	A staff member did not wash his/her hands appropriately after [].

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2	A staff member did not wash his/her hands appropriately prior to administering medicine to a child.
2	A staff member did not wash his/her hands appropriately prior to food preparation.
3	A child did not wash his/her hands appropriately after toileting.
3	The Center for Disease Control guidelines for hand washing were not followed by a staff member.
3	Hand sanitizer was used in place of hand washing with soap and running water.
3	Staff did not ensure that children sleeping overnight at the facility brushed their teeth and washed their face and hands.
3	Children shared use of toothbrushes, towels and/or wash cloths.
3	Toothbrushes were stored touching each other.
3	Staff and/or children did not immediately wash their hands after outdoor play.
3	Warewashing sinks (3 or 2 compartment plus portable compartment) were not used in the proper series.
3	Sanitizing cycle on the dishwasher was not functioning appropriately.
3	Sanitizing solution in the warewashing sinks (3 or 2 compartment plus portable compartment) was not the appropriate concentration.
3	The facility failed to have a test kit or other device to accurately measure the concentration of the sanitizing solution used for warewashing.
3	The temperature of the hot water used for sanitizing was not the appropriate temperature.

36. Drinking Water Available rule 65C-22.002(10), F.A.C.

2	Drinking water available to children was not safe in that [].
2	Drinking water was not available to all children.

37. Sanitary Diapering rule 65C-22.002(10), F.A.C.

3	Items unrelated to diaper changing were stored in the diaper changing area or placed on the diaper changing table/surface.
3	The diaper changing surface was not cleaned and sanitized or disinfected with an appropriate solution after each use.
3	Diaper changing occurred on a surface that was not impermeable.
3	Staff were observed to use the hand washing sink for food preparation and/or clean up.
3	The diaper changing area is in or near the food preparation, service or feeding area.
3	There was not a supply of clean diapers, clothing and/or linens.
2	Children were left unattended while being diapered or when changing clothes.
3	A basin with running water was not available in the infant room or an adjoining room.
3	Handwashing facilities in the infant room or an adjoining room did not include: disposable towels or hand drying machines, soap, and/or a trash receptacle.

38. Diaper Disposal rule 65C-22.002(10), F.A.C.

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3	Soiled items were not disposed of in a plastic-lined, securely covered container.
3	The container for storage of soiled disposable diapers was not covered.
2	The container for storage of soiled disposable diapers was accessible to children.
3	The container used for the disposal of soiled disposable diapers was not emptied, cleaned and sanitized or disinfected daily.
2	Soiled cloth diapers were not placed in a securely covered container that was inaccessible to children.

39. Indoor Equipment rule 65C-22.002(11), F.A.C.

3	Toys, equipment and/or furnishings available to the children in care were not age appropriate in that [].
3	The quantity of toys, equipment and/or furnishings suitable to each child's age and development was inadequate for the number of children in care.
3	Toys, equipment and/or furnishings were not safe in that [].
2	Toys, equipment and/or furnishings were not safe and pose a threat to the health, safety or well-being of the children in care.
3	Toys, equipment and/or furnishings were not maintained in a sanitary condition.
3	The facility had insufficient seating at tables for the number of children eating at one time.

40. Outdoor Equipment rule 65C-22.002(11), F.A.C.

3	The frame of the [] was not securely anchored in the ground or stationary by design.
2	The play equipment was not safe for the children to use in that [].
3	There was no documentation, maintained for one year, that routine inspections were conducted at least every other month of all supports, above and below the ground, all connectors, and moving parts.
2	A resilient surface was not provided beneath and within the fall zone for [].
3	The ground cover or other protective surface under the [] was not maintained.
3	The placement of [] did not allow for adequate distance/clearance from other equipment or other children in the area.
2	Sharp, broken and/or jagged edges were observed on the [] that pose a threat to the health, safety or well-being of the children in the play area.
3	The equipment used in the outdoor play area was not constructed to allow for water drainage.
3	Equipment available to children in the outdoor play area was not appropriate for the age and developmental level of the children in care in that [].

Training ss. 402.305, F.S. & rule 65C-22.003, F.A.C.

41. Training Requirements ss. 402.305(2) - (3), F.S. & rule 65C-22.003(2) – (3), F.A.C.

3	The successful completion of the 40 clock-hour Introductory Child Care Training requirement was not documented on CF-FSP Form 5267 or the department's training transcript for staff.
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3	The employee(s) did not complete the 40 clock-hour Introductory Child Care Training requirement.
3	The facility did not have documentation to show completion of a five hour early literacy and language development of children ages birth through five course for staff employed for at least 12 months.
3	The department's approved five hour early literacy and language development of children ages birth through five course was not completed for employee(s).
3	A volunteer who works more than 40 hours per month did not complete the 40 clock-hour Introductory Child Care Training requirement.
3	The facility did not have documentation to show completion of the 40 clock-hour Introductory Child Care Training requirement for a volunteer who works more than 40 hours per month.
3	The facility did not have documentation to show enrollment in the introductory course in child care for all staff employed for at least 90 days.
3	The facility did not have documentation, training transcript, of the required training.
3	By October 1, 2010, training was not documented on the child care training transcript for child care personnel.
3	A foster grandparent working at the facility failed to complete the required training.

42. 10-Hour In-Service rule 65C-22.003(6), F.A.C.

3	Documentation of in-service training was not recorded on CF-FSP Form 5268, Child Care In-service Training Record, for the director.
3	Documentation of in-service training was not recorded on CF-FSP Form 5268, Child Care In-service Training Record, for staff.
3	The ten hours of annual in-service training had not been completed for the fiscal year beginning July 1 and ending June 30 for the director.
3	The ten hours of annual in-service training had not been completed for the fiscal year beginning July 1 and ending June 30 for staff.

43. Credentialed Staff ss.402.305(3), F.S. & rule 65C-22.003(7)-(8), F.A.C.

3	The facility was required to have at least [] credentialed staff and had [] credentialed staff.
3	The credentialed staff failed to meet the minimum work hours required as documented on time sheets, personnel schedules or employment records.
3	The Training Transcript documenting an active Staff Credential Verification was not on file for staff.
2	All owners or operators responsible for the daily operation of the program must have a Director Credential. This standard is not currently met due to [].
3	The person with the Director Credential was not on-site a majority of the hours that the facility is in operation.
3	The person with the Director Credential does not meet the definition of director because that individual is not responsible for the daily operation of the program.

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3	The facility owner failed to notify the licensing authority within five working days of when the facility lost the credentialed director or when there was a change of director.
3	The director was not on site during the inspection. The person in charge did not meet the requirements as follows: [].

Health Requirements Rule 65C-22.004, F.A.C.

44. Communicable Disease Control rule 65C-22.004(1), F.A.C.	
3	The facility did not have an isolation area designated for the care of an ill child.
3	The facility's isolation area designated for the care of an ill child was not adequately ventilated or heated.
3	The facility's isolation area did not have a bed, mat or cot.
3	A child suspected of having a communicable disease was not removed from the facility or placed in isolation.
3	Staff suspected of having a communicable disease was not removed from the facility or placed in isolation.
3	The facility did not report the child's signs and symptoms of illness to the child's custodial parents or legal guardian.
2	A child placed in the isolation area was not within sight and hearing of a staff person.
3	A child was permitted to return to the facility without medical authorization or the signs and symptoms of the disease were still present.
2	A child identified as having head lice was permitted to return to the facility before treatment had occurred.
3	The facility operator/staff failed to treat areas, equipment, toys or furnishing which a child with lice had contact.
3	The facility failed to report a communicable disease outbreak to the Department of Health.

45. First Aid Requirements rule 65C-22.004(2), F.A.C.	
2	The facility did not have at least one staff member with current and valid certificate of course completion for first aid training.
2	The facility did not have at least one staff member with current and valid certificate of course completion for first aid training present at all times that children are in care.
2	The facility did not have an adequate number of staff appropriately trained in first aid to maintain coverage both on-site and on field trips.
2	The facility did not have a first aid kit available on the premises at all times.
3	A first aid kit did not accompany child care staff on a field trip.
3	The facility's first aid kit was stored in an area inaccessible to child care staff.
3	The facility's first aid kit that was stored in the food preparation area was not stored in a manner to prevent contamination of food, food contact surfaces, or first aid supplies.
3	The facility's first aid kit was missing the following items: [].

46. CPR Requirements rule 65C-22.004(2), F.A.C.	
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2	The facility did not have at least one staff member with current and valid certificate of course completion for infant and child cardiopulmonary resuscitation (CPR).
2	The facility did not have at least one staff member with current and valid infant and child cardiopulmonary resuscitation present during all hours of operation.
2	The facility had an inadequate number of staff appropriately trained in CPR to maintain coverage both on-site and on field trips.
2	The online CPR training did not include an on-site instructor-based skills assessment and is invalid for the individual.

47. Emergency Telephone Numbers rule 65C-22.004(2), F.A.C.

3	The facility's posted emergency telephone numbers did not include all required information.
3	Emergency telephone numbers were not posted on or near all telephones in the facility.

48. Accident/ Incident Notification and Documentation rule 65C-22.004(2), F.A.C.

2	The facility failed to immediately notify the child's custodial parents or legal guardians of a serious illness, accident, injury or emergency to their child.
3	The facility failed to provide the custodial parent or legal guardian written documentation of an accident or incident on the day that it occurred.
3	The facility failed to document an accident or incident on the day that it occurred.
3	Documentation of an accident or incident did not include all of the information required in that [].
3	Documentation of an accident or incident did not include the signatures of facility staff or the custodial parent or guardian.
3	Documentation of an accident or incident was not maintained by the facility for a minimum of one year.
2	The facility failed to provide a copy of the accident or incident form to the individual authorized to pick up the child on the date of occurrence.
3	The facility failed to obtain the signature of the individual authorized to pick up the child on the date of occurrence on the accident or incident form.

49. Medication rule 65C-22.004(3), F.A.C.

3	A medication, [], brought to the center for administration, was not in its original container.
3	The label on the prescription medication did not have the required information in that [].
1	Written instructions for dispensing a medication, [], were not followed in that [].
3	Medication was observed without child resistant caps.
3	Medication which had expired or was no longer being administered was not returned to the custodial parent or legal guardian.
2	Medication was not stored in either a locked area or must be inaccessible and out of a child's reach.

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3	The facility failed to document in the child's file after dispensing a non-prescription medication in an emergency situation.
2	A prescription or non-prescription medication, specifically [], was dispensed without written authorization from the custodial parent or legal guardian.
2	The facility was notified of allergies to medication and the information was neither shared with staff nor posted with the stored medication.
3	The facility was notified of allergies to medication and there was no written documentation in the child's file.
2	A non-prescription medication, specifically [], was dispensed and the custodial parent or legal guardian was not notified on the day it occurred.
3	A record of medication dispensed was not retained for at least four months after the last dosage was given.
3	The facility did not maintain a complete record for each child who received medication while in care.
3	The facility did not maintain authorization prior to administering emergency non-prescription medication.
1	A child was given the wrong medication in that [].
3	Medication stored in the food preparation area was not stored in a manner to prevent contamination of food, food contact surfaces, or medication.

Food and Nutrition Rule 65C-22.005, F.A.C.

50. Meals and Snacks rule 65C-22.005(1), F.A.C.	
3	Meals supplied by the facility did not meet the daily nutritional needs of the children in care.
3	Snacks supplied by the facility did not meet the daily nutritional needs of the children in care.
2	Food item was served from an unapproved source.
2	Food served at the facility was not free from spoilage and contamination, and was not safe for eating as evidenced by [].
2	Recalled food item was served to the children in care.
3	Recalled food item had not been removed from the shelf.
2	Food served at the facility was prepared or partially prepared off site by a person other than a licensed caterer.
2	Hot food was not maintained at a temperature of 135 degrees Fahrenheit or above.
2	Cold food was not maintained at a temperature of 40 degrees Fahrenheit or below.
3	Temperature control equipment was not in working order to maintain appropriate holding temperatures of either cold or hot food.
2	Food was not thoroughly cooked and/or reheated to the appropriate temperature.
2	Raw fruit or vegetables were not washed before being served or cooked.
3	The facility chose not to provide meals and snacks, but failed to make arrangements with custodial parent or legal guardian to provide nutritional food for children.

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3	The facility did not maintain required written documentation of known food allergies in a child's file.
2	A child was given [] after the facility was notified of a food allergy by the custodial parent or legal guardian.
3	The facility did not share with staff or post in an easily accessible location, special food restrictions for a child.
3	The facility did not maintain specialized diet documentation for a child requiring a specialized diet in the child's file.
3	The facility failed to maintain documentation of meal and snack menus for at least four months.

51. Meal and Snack Menus rule 65C-22.005(1), F.A.C.

3	The facility's posted menu was not dated.
3	Substitutions to the planned menu were not recorded on the posted menu.
3	The facility's menu was not conspicuously posted in an area accessible to custodial parents or legal guardian.

52. Food Service rule 65C-22.005(3), F.A.C.

3	Children were provided food that was not appropriate for their ages.
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53. Bottles Sanitary and Labeled rule 65C-22.005(2), F.A.C.

3	Formula brought to the facility was not properly refrigerated.
3	Bottles and sippy cups were not labeled with the child's first and last name.
2	Heated foods or bottles were not tested before feeding.
3	An infant was observed with a propped bottle.
3	Bottles and sippy cups brought from home were not returned to the custodial parent or guardian daily.

54. Catered food and food provided by parents 65C-22.005(1), F.A.C.

2	Facility has no method to verify that food was delivered at the correct temperature.
2	Facility did not verify that food provided by parents or a caterer was delivered at the correct temperature.
2	Facility did not refuse foods delivered at the incorrect temperature.
2	Facility did not provide adequate storage of food containers provided by parents or caterer to maintain the appropriate temperature.

55. Single Service Items rule 65C-22.0011(8), 65C-22.002(10), F.A.C.

3	Single service paper or plastic plates, utensils or cups were reused.
3	Plates, utensils, cups, bottles and sippy cups provided by the facility that are not disposable were not washed, rinsed and sanitized between uses.

Record Keeping ss. 402.3054, 402.305, F.S. & rule 65C-22.006, F.A.C.

56. Records ss. 402.3054(2), F.S., rule 65C-22.006(3)(c)5., F.A.C.

3	Records or copies of records are not being maintained at the facility for review by the licensing authority.
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3	The facility did not have written consent before a child participated in activities conducted by the child enrichment service provider.
3	A Volunteer Acknowledgement was not on file for the volunteer(s).
3	A Volunteer Acknowledgement was not completed on the first day of volunteering for the volunteer(s).

57. Children's Health/Immunization and Records ss. 402.305(9), F.S.& rule 65C-22.006(2) - (3), F.A.C.	
3	A Student Health Examination/DH Form 3040 or equivalent, was not available for the child(ren).
3	The health statement for the child(ren) did not contain all of the elements in the Student Health Examination/DH Form 3040.
3	The Student Health Examination/DH Form 3040 was no longer current (over two years since last examination) for the child(ren).
3	The Student Health Examination, on file for the child(ren) was completed by a person without statutory authority to perform health examinations.
3	A current DH Form 680, Florida Certification of Immunization, was missing for the child(ren).
3	DH Form 681, Religious Exemption from Immunization, was not on file for the child(ren).
3	The immunization record was incomplete for the child(ren). The record did not document signature of a physician, dates immunizations were administered, or the expiration date.
3	The Student Health Examination/DH Form 3040 or equivalent did not include all the required information.
3	The parents of children enrolled were not provided information detailing the causes, symptoms, and transmission of the influenza virus.

58. Enrollment Information on File/Current ss. 402.3125(5), 402.305(12), F.S. & rule 65C-22.006(3), F.A.C.	
3	The facility did not have an enrollment form (CF-FSP Form 5219) or equivalent, form completed for the child(ren) in care.
3	Incomplete enrollment information on CF-FSP Form 5219 or equivalent form was found for the child(ren).
3	A signed statement from the custodial parent or legal guardian attesting that the facility had provided the department's Know Your Child Care Facility brochure was not on file for the child(ren).
3	A signed statement for the custodial parents or legal guardian attesting that the facility had provided their written disciplinary practices was not on file for the child(ren).

59. Personnel Records ss. 402.3055(1), F.S., rule 65C-22.003(4), & rule 65C-22.006(4) - (5), F.A.C.	
3	The facility did not have a complete record on file for the child care personnel.
3	Child care personnel did not have an employment application on file.

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3	The personnel record for staff did not include a signed statement regarding any work in a center that had been subject to negative licensing action or the subject of disciplinary action while employed.
3	The personnel record did not include the position and date of employment for those child care personnel.
3	The personnel record did not include a signed CF-FSP 5337 Child Abuse and Neglect Reporting Requirements form.
3	Documentation of first aid and infant and child cardiopulmonary resuscitation training was not on file for staff.
3	The personnel record did not include training transcript information for staff.

60. Background Screening Documents ss. 402.3054, F.S. & rule 65C-22.006(4), F.A.C.

2	Documentation of Level 2 screening was missing for staff.
2	CF-FSP Form 5131, Background Screening and Personnel File Requirements, was not on file for the employees.
3	The Child Care Affidavit of Good Moral Character was not completed prior to date of hire.
2	Verification of employment history for the past 2 years was not on file for the employees.
2	Background screening was not completed every five years after the initial screening for the individuals.
2	The personnel record for the individual indicated the person had been found guilty of an offense noted in Section 435.04, Florida Statute, which disqualifies the person from employment.
1	The personnel record for the individual indicated the person had been found guilty of an offense noted in Section 435.04, Florida Statute, which disqualifies the person from employment and the owner/operator failed to take appropriate action.
2	The child enrichment provider was missing level 2 screening
2	The child enrichment provider did not meet the screening requirements prior to providing services.

61. Daily Attendance rule 65C-22.001(10) & rule 65C-22.006(5), F.A.C.

3	Staff did not record the daily attendance of children.
3	Attendance records did not include the time of each child's arrival and departure.
3	The facility did not maintain attendance records for the past four months.

62. Emergency Plan/Posted rule 65C-22.002(7), F.A.C.

3	The facility's emergency plan did not include a diagram of evacuation routes.
3	The facility's emergency evacuation plan was not posted in each room.

Enforcement ss. 402.311, 402.319, F.S. & rule 65C-22.001(11), F.A.C.

63. Access/Child Abuse or Neglect/Misrepresentation ss. 402.311, 402.319, F.S. & rule 65C-22.001(9),(11), F.A.C.

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1	The owner, operator, employee or substitute, while caring for children, committed an act or omission that meets the definition of child abuse or neglect provided in Chapter 39, Florida Statutes.
1	As a mandated reporter, the owner, operator, employee or substitute failed to report suspected child abuse or neglect as required in section 39.201, Florida Statutes.
2	The owner, operator, employee or substitute failed to grant access to the child care facility during the hours of operation to the licensing authority or parent/legal guardian.
1	Child care personnel misrepresented information, impersonated, or provided fraudulent information related to the child care facility to a parent/guardian, licensing authority, or law enforcement.