# **Observation Based Inspection MSDH Child Care Licensure** County \_\_\_\_\_ Inspection Date License Number \_\_\_\_\_ Facility Name \_\_\_\_\_ Purpose \_\_\_\_\_ Capacity \_\_\_\_\_ Time OUT \_\_\_\_\_ Time IN **Transition Periods Observed** Arrival A Meal Time Transportation Rest Room ☐ Playground/Outside Play ☐ Naptime/Rest Time ☐ Diaper Change

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Arrival	Classroom/Age Group	
1. Staff-to-child ratios are in place during arriva	l tima	Yes
1. Starr-to-clind ratios are in place during arriva	i tillic.	
		□ No
Observation/Recommendation:		
2. Children are properly attended at all times du	ring arrival time.	Yes
		☐ No
Observation/Recommendation:		<u> </u>
	• (	
3. Transition activities are used during waiting t	imes (e.g., story time,	Yes
fingerplays, songs, games, etc.)		☐ No
Observation/Recommendation:		<u> </u>
4. All children were checked in at arrival by an	authorized individual.	Yes
·		☐ No

Observation/Recommendation:	
5. Children arrived at the proper destination (Classroom/Age Group, school,	Yes
etc.).	☐ No
Observation/Recommendation:	
Observation/Recommendation:	
6. Children are properly grouped during arrival times.	Yes
	☐ No
Observation/Recommendation:	
7. Age-appropriate activities and materials are available to all children during	Yes
arrival times.	□ No
Observation/Recommendation:	

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Meal Time	Classroom/Age Group	
1. Staff-to-child ratios are in place during mealt	ime.	Yes
		☐ No
Observation/Recommendation:		
2. Children are properly attended at all times du	ring mealtime.	Yes
	8	□ No
Observation/Recommendation:		
3. Transition activities are used during waiting t	times (e.g., story time,	Yes
fingerplays, songs, games, etc.)		☐ No
Observation/Recommendation:		
Observation/Recommendation.		

4. Children and staff adhere to proper handwashing procedures (soap, paper	Yes
towels, trash can, step stools).	☐ No
towers, trasif can, step stoors).	110
Observation/Recommendation:	
Observation/Recommendation.	
5. The staff adheres to safe food handling (allergies, shared food).	Yes
3. The start adheres to stare rood handring (unorgies, shared rood).	
	☐ No
Observation/Recommendation:	
6. A process for mealtime cleanup is in place.	Yes
	☐ No
Observation/Recommendation:	
7. The facility is serving a meal at the time indicated on the facility schedule.	Yes
, ————————————————————————————————————	
	☐ No

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8. The facility is following an approved menu.	Observation/Recommendation:	
	8. The facility is following an approved manu	□ V <sub>ec</sub>
□ No	6. The facility is following an approved menu.	
I No		□ N <sub>2</sub>
		□ No

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Transportation Classroom/Age Group	
☐ Before School ☐ After School ☐ Field Trip	
1. Staff-to-child ratios are in place during transportation.	Yes
	□ No
Observation/Recommendation:	
2. Children are properly attended during transportation. (e.g., loading,	Yes
unloading, walking into/out of the facility).	☐ No
Observation/Recommendation:	
3. Transition activities are used during waiting times (e.g., story time,	Yes
fingerplays, songs, games, etc.)	☐ No
Observation/Recommendation:	
Observation Recommendation.	

4. Seat restraints, car seats, and/or booster seats are accessible and utilized	Yes
during the entire transport.	☐ No
Observation/Recommendation:	
<b>5</b> In the last of	□ Voc
5. Individual seats (i.e., children are not sharing seats/seatbelts) are available	Yes
and functional for each child during the entire transport.	☐ No
Observation/Recommendation:	
Observation/recommendation.	
6. Emergency equipment (e.g., stocked first aid kit, fire extinguisher, etc.) is	Yes
available on the vehicle.	□ No
available on the vehicle.	
Observation/Recommendation:	

Restroom Breaks	Classroom/Age Group	·
1. Staff-to-child ratios are in place during restro	om breaks.	Yes
		□ No
Observation/Recommendation:		
2. Children are properly supervised during a res	troom break	Yes
2. Children are properly supervised during a res	droin oreak.	
		☐ No
Observation/Recommendation:		
Observation/Recommendation.		
2. Transition attivities are used during societies at	:	□ V <sub>aa</sub>
3. Transition activities are used during waiting t	imes (e.g., story time,	Yes
fingerplays, songs, games, etc.)		☐ No
<b>Observation/Recommendation:</b>		

4. Hand washing supplies are provided (soap, paper towels, trash can, step	Yes
stool).	☐ No
Observation/Recommendation:	
Observation Recommendation.	
5. Sinks and toilets are operational (i.e., hot, and cold running water) and	Yes
5. Sinks and toilets are operational (i.e., hot, and cold running water) and clean.	☐ Yes ☐ No
clean.	
clean.	

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Playground/Outdoor Time Classroom/Age Gro	up
v e	
1. Staff-to-child ratios are in place during playground/outdoor time.	Yes
	☐ No
Observation/Recommendation:	
2. Children are properly supervised during playground/outdoor time.	Yes
	☐ No
Observation/Recommendation:	
3. Transition activities are used during waiting times (e.g., story time,	Yes
fingerplays, songs, games, etc.)	□ No
Observation/Recommendation:	

4. Enough staff is present (possibly including a floater) for instances when	Yes
children to go to the bathroom, emergencies, etc.	│
Observation/Recommendation:	
5 T 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	□ V <sub>aa</sub>
5. Teachers conduct headcounts before/during/after playground time.	Yes
	□ No
Observation/Recommendation:	
Observation recommendation.	
	TV
6. Teachers are properly supervising children (i.e., no cell phones, keeping	Yes
eyes on children, spread out across the playground area).	
-,, -F	□ No
Observation/Recommendation:	
Observation Recommendation.	

7. No hazards are present on the playground/outdoor play area.	Yes
	□ No
Observation/Recommendation:	
8. Sun safe practices are utilized when appropriate.	Yes
8. Sun safe practices are utilized when appropriate.	
	□ No
Observation/Recommendation:	
Observation/Recommendation:	

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Nap Time/Rest Time	Classroom/Age Group	
1. Staff-to-child ratios are in place during naptir	ne/rest time.	Yes
		□ No
Observation/Recommendation:		
2. Children are properly supervised during napti	me/rest time.	Yes
		☐ No
		_
Observation/Recommendation:		
3. Transition activities are used during waiting t	imes (e.g., story time,	Yes
fingerplays, songs, games, etc.)		☐ No
Observation/Recommendation:		

4. Adequate space is available to keep personal items (e.g., blankets, stuffed	Yes
animals, etc.) separate.	☐ No
Observation/Recommendation:	
5. There is at least two (2) feet between mats/cots -OR- an impenetrable	Yes
barrier exists between mats/cots.	☐ No
☐ Satisfactory Standardization ☐ Unsatisfactory Standardization	
Observation/Recommendation:	
6. Classroom/Age Group environment allows staff to see and/or hear a child	Yes
in distress (not too dark, music not too loud, etc.).	□ No
Observation/Recommendation:	

7. Facility mats are sanitized after each use.	Yes
	☐ No
Observation/Recommendation:	

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Diaper Change	Classroom/Age Group	
1. Staff-to-child ratios are in place during diap	er changes.	Yes
		☐ No
Observation/Recommendation:		
2. Children are properly supervised during dia	per changes.	Yes
		☐ No
Observation/Recommendation:		
3. Transition activities are used during waiting	times (e.g., story time.	Yes
fingerplays, songs, games, etc.)	, times (e.g., story time,	□ No
inigerplays, songs, games, etc.)		
Observation/Recommendation:		

4. Potty chairs are in an appropriate area and sanitized.	Yes
7 11 1	
	☐ No
Observation/Recommendation:	l
Observation/Accommendation.	
5. The staff adheres to proper handwashing procedures.	Yes
3. The sum defices to proper handwashing procedures.	
	□ No
Observation/Recommendation:	
Observation/Recommendation:	
6. Children's hands are being washed by a proper handwashing procedure.	Yes
o. Children's hands are being washed by a proper handwashing procedure.	
	□ No
Observation/Recommendation:	
Observation/Recommendation:	

7. Sinks are operational (hot and cold running water).	Yes
	□ No
Observation/Recommendation:	
8. The diaper changing area is clean and supplied (i.e., storage bin, sanitizing	Yes
solutions, gloves, etc.)	□ No
solutions, gloves, etc.)	
Observation/Recommendation:	

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Departure	Classroom/Age Group	
1. Staff-to-child ratios are in place during depart	rture time.	Yes
		☐ No
Observation/Recommendation:		
2. Children are properly supervised during department	arture time.	Yes
		□ No
Observation/Recommendation:		
3. Transition activities are used during waiting	times (e.g., story time,	Yes
fingerplays, songs, games, etc.)		☐ No
Observation/Recommendation:		

4. Children are properly grouped during departure times.	Yes
	☐ No
Observation/Recommendation:	
5. Age-appropriate activities and materials are available to all children during	Yes
departure times.	☐ No
Observation/Recommendation:	

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Recommendation #1	
What's Causing the Issue?	
How Do We Improve?	
Who's Responsible?	
Resource	
Resource	
Timeframe	
Recommendation #2	
What's Causing the Issue?	
How Do We Improve?	
Who's Responsible?	
_	
Resource	
Timeframe	
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Recommendation #3	
What's Causing the Issue?	
How Do We Improve?	
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Who's Responsible?	
Resource	
Timeframe	
Recommendation #4	
What's Causing the Issue?	
How Do We Improve?	
Who's Responsible?	
Resource	
TT' C	
Timeframe Observation Based Inspection Standardization Form XXX	Revised 1/16/2019

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Recommendation #5	
What's Causing the Issue?	
What is Causing the issue.	
How Do We Improve?	
Who's Responsible?	
Resource	
Resource	
Tr' C	
Timeframe	
Recommendation #6	
What's Causing the Issue?	
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How Do We Improve?	
Who's Responsible?	
Resource	
Timeframe	
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Recommendation #7	
What's Causing the Issue?	
How Do We Improve?	
1	
Who's Responsible?	
who s responsible:	
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Resource	
TT: 0	
Timeframe	
Recommendation #8	
What's Causing the Issue?	
How Do We Improve?	
-	
Who's Responsible?	
Resource	
Resource	
Timeframe	
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