

State of Nevada
 Department of Health and Human Services
 Division of Child and Family Services
 Bureau of Services for Child Care

DATE: _____
 TIME: _____ TO _____
 APPLICATION: _____
 ORIGINAL _____ RENEWAL _____
 FEE RECEIVED: _____

CHILD CARE INSTITUTION SURVEY

INSTITUTION: _____ TELEPHONE: _____

ADDRESS: _____ DIRECTOR: _____

NUMBER OF CHILDREN LICENSED _____ NUMBER OF CHILDREN ENROLLED _____

LICENSE NUMBER _____ ISSUED _____ EXPIRES _____

	Compliance	Non-compliance
1. NAC 432A.190 Inspections; Investigations.	_____	_____
2. NAC 432A. 200 License to operate a facility <input type="checkbox"/> FBI background checks. <input type="checkbox"/> Liability Certificate.	_____	_____
3. NAC 432A.210 License to operate facility: Contents; display; limitations. <input type="checkbox"/> License posted publicly <input type="checkbox"/> No. of children present	_____	_____
4. NAC 432A. 220 License to operate facility: Renewal	_____	_____
5. NAC 432A.225 License to operate facility: Transfer to inactive status	_____	_____
6. NAC 432A.235 Waiver of Board's regulations	_____	_____
7. NAC 432A. 240 Change of ownership, construction or remodeling of facilities	_____	_____
8. NAC 432A.250 Building and Grounds Play area: <input type="checkbox"/> Is fenced or enclosed; <input type="checkbox"/> Has adequate drainage system; <input type="checkbox"/> Is free of hazards, debris and trash; <input type="checkbox"/> Adequate shade provided; <input type="checkbox"/> Resilient surfaces under elevated play equipment; <input type="checkbox"/> Adequate safety barriers around elevated equipment <input type="checkbox"/> Has no dangerous or poisonous plants; <input type="checkbox"/> Bodies of water inaccessible <input type="checkbox"/> Equipment is in good repair, designed to minimize injury; age appropriate, spaced to reduce accidents; and securely anchored.	_____	_____
9. NAC 432A.270 Advertising	_____	_____
10. NAC 432A.260 Health Standards; inspection reports <input type="checkbox"/> Facility, clean, orderly.	_____	_____

Check Mark in Box Indicates Areas of Non-compliance

11. NAC 432A.280 Plan for emergencies; drills; posting of plans; daily sign-in sheets; fire safety; maintenance and availability of reports _____
- Recorded monthly fire drills.
 - Recorded quarterly disaster drills
12. NAC 432A.290 Telephones; insurance for protection against liability to third persons; transportation. _____
- Telephone/emergency numbers.
13. NAC 432A.300 Director: Requirement; qualifications; application for approval _____
14. NAC 432A.302 Appointment of director convicted of certain crimes prohibited capabilities of staff _____
15. NAC 432A.304 Responsibilities of a director _____
16. NAC 432A.306 Requirements of caretakers _____
17. NAC 432A.308 Completion by caretaker of program for recognition of signs and symptoms of illness and administration of first aid. _____
18. NAC 432A.310 Staff: Personal Health _____
- TB test/current/each staff.
19. NAC 432A.320 Orientation program and basic health _____
20. NAC 432A.322 Certification in administration of cardiopulmonary resuscitation. _____
21. NAC 432A. 323 Initial courses of training in child care _____
22. NAC 432A.326 Continuing training in child care _____
23. NAC 432A. 340 Information to be provided by parent; maintenance of record for each child (Applies to NAC 432A.460 for Institutions) _____
24. NAC 432A. 350 Information to be provided by facility; criteria for admission into facility that provides care for ill children. Facility statement contains required items. _____
25. NAC 432A.360 Limitation on disclosure of information pertaining to child. _____
26. NAC 432A.370 Evidence and record of health of child _____
- Health statements signed
 - Immunizations up-to-date.
 - Admission Date
27. NAC 432A.372 Medical Care: Chart and first-aid kit; written provisions; directory _____
28. NAC 432A. 374 Medical Care: Isolation of ill or injured child; transportation of child _____
29. NAC 432A.376 Medication. _____
- Medication labeled/stored properly.
 - One person administers.
 - Written record maintained.
 - Discontinued destroyed or returned immediately.

Check Mark in Box Indicates Areas of Non-compliance

30. NAC 432A. 378 Reports of accident, injury, communicable disease or death. _____
31. NAC 432A.380 Nutrition _____
- Adequate portions/quantities.
 - Sweet food/beverages minimum.
 - Menu posted/on file.
 - Kitchen supervision.
 - Staff eat with children.
 - Drinking water available easily.
32. NAC 432A.385 Snacks and meals. Infant/Toddlers _____
- Appropriate/adequate seating
 - If a high chair is used, ensure that the chair:
 - Is in good condition;
 - Has a wide base; and
 - Has a safety belt for the child;
 - Chairs/tables disinfected after use;
 - Independent feeding encouraged;
 - Drinking water offered frequently
 - Leftover food is discarded;
 - Bottles individually labeled
 - No bottle propping for feeding.
 - Jar food discarded after it is used.
33. NAC 432A. 390 Standards for Programs _____
- Program meets basic needs.
 - Outdoor play provided.
 - Inside/outside equipment in safe condition.
 - Sufficient materials/equipment.
 - Age/ability appropriate.
34. NAC 432A.400 Discipline _____
35. NAC 432A. 410 Reports of Child Abuse or neglect _____
36. NAC 432A.411 Sanitary measures for changing diapers. _____
- Changing table/impervious surface
 - Sink in close proximity
 - No food prepared in same area
 - Non-absorbent floor covering
 - Washable receptacle/good repair, cleaned and disinfected
 - Children not in changing area unattended
37. NAC 432A.412 Written procedures for washing hands _____
- Hand washing procedure
 - Children/instructed, monitored & assisted by adults
38. NAC 432A.413 Written guidelines for toilet training. _____
39. NAC 432A.414 Sanitary measures for floors, rugs, carpets and nonporous surfaces _____
- Carpets professionally cleaned one time every three months
 - Sanitation measures used

Check Mark in Box Indicates Areas of Non-compliance

40. NAC 432A.415 Safety and sanitation of toys, equipment and other objects and materials used for play

- Equipment durable and safe/cleaned daily
- Each room used for play must have:
 - Low, open shelves to store toys;
 - An adequate supply of age appropriate toys ;
 - Tables and chairs that appropriate size for the children;

41. NAC 432A.416 Sleeping devices; napping

- Safe, sturdy, crib or playpen for children to sleep in
- Waterproof, firm fitting mattress
- Vertical Slots no more than 2 3/8" apart
- For under 18 months
- For over 18 months
- Washable covering;
- Clean sleeping device with disinfectant weekly
- Bedding used only for 1 child
- Replace bedding when soiled or used by another child
- Taken out of crib when awake
- Naps provided, as needed
- Staff can readily see and hear each napping child
- Sleeping children supervised
- Not change diaper in crib or other sleeping device

42. NAC 432A.420 Nurseries for Infants and Toddlers; Part of larger facility; director
Director Name _____

43. NAC 432A.425 Nurseries for Infants and Toddlers; General requirements

- Consistent caretakers
- Under direct visual observation at all times.
- Individual undivided attention given
- Protected indoor floor area provided.
- Each toddler over 12 months of age must be taken outside for a portion of each day(weather permitting).
- Awake infants not left in a crib for long periods without direct adult care and never for more than 30 minutes at a time.
- Separate infants and toddlers while toddlers engage in play
- Resilient surface under play/climbing equipment
- The staff of a nursery for infants and toddlers shall promote the healthy development of toddlers by: Expressing feelings with words; giving directions that are worded in a positive manner; modeling desirable behavior; and redirecting behavior.
- Discipline or punishment does not involve confinement to a crib, high chair, playpen or other such piece of furniture or equipment.
- Daily report for each infant under 12 months.

44. NAC 432A. 440 Institutions: General requirements

- Bureau has access to any report pertinent to licensing.
- Clothing list development, maintained and marked, chosen by child.
- Serious illness or hospitalization of a child reported to parent.
- Medical Care Program implemented
- Medical director available
Name: _____
- Adequate dental care provided.

Check Mark in Box Indicates Areas of Non-compliance

Institution provides:

- Separate toilets/bathrooms for sex over 6 years of age.
- Separate bath/toilet facilities for staff.
- One toilet for every eight children.
- One tub/shower for every eight children.
- One wash basin for every four children.
- Each child with adequate bed for his height and at least 6" above the floor
- No more than 4 children in one sleeping area.
- All beds 3 feet apart/all sides.
- Each bed has level box springs, good condition mattress, a pillow, 2 sheets and sufficient coverings.
- Bed linens changed weekly.
- Closet, locker/dresser provided for each child.

45. NAC 432A.445 Institutions: Social Workers _____

46. NAC 432A. 450 Institutions: Programs _____

Services and Programs Statement

- Services/specific programs offered.
- Admission procedure/application information.
- Regular program of activities flexible enough to respond to needs of each child are established.
- Institutional programs are integrated into community activities.
- Constructive relationships with child, siblings family and staff are developed and maintained.
- Small groups of persons are used to develop individuality of child and personal identity.
- A personal hygiene program is established for each child.
- Each child is provided with personal toiletries.
- Individual space provided for each child toiletries.
- Policies established governing social, emotional, physical and intellectual development of each child.
- Daily chores and performed jobs for compensation.
- Academic and vocational training provided to each child according to individual ability.
- Recreation programs an integral part of total program.
- Written planned health program providing medical and dental care.

47. NAC 432A. 460 Institutions: Records _____

- Individual records maintained for each child

51. NAC 432A. 520 General requirement for staff and number of children. _____

- Sufficient staff present to provide physical care and individual attention to each child.

52. NAC 432A.522 Nurseries for infants and toddlers _____

Staff /Child Ratio: _____

53. NAC 432A.524 Child Care Centers, child care institutions, preschools _____

and accommodation facilities: Caretakers during the day.
6:30am-9:00pm _____

54. NAC 432A. 526 Child Care Centers, child care institutions and _____

accommodations facilities; Caretakers at night.
9:00pm-6:30am _____

ADDITIONAL TRAINING REQUIREMENTS PURSUANT TO ASSEMBLY BILL 507: _____

- 1. Controlling the behavior of children
- 2. Policies and Procedures concerning the use of force and restraint on children
- 3. The rights of children in the facility
- 4. Suicide awareness and prevention
- 5. Administration of medication

Check Mark in Box Indicates Areas of Non-compliance

ADDITIONAL COMMENTS:

REQUIRED SIGNATURES

OWNER/DIRECTOR: _____

BUREAU REPRESENTATIVE: _____

Posted 2008-01-24

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