

## 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 65C-22.001

#### 1. License Displayed/Citation Posted 402.3125

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.

#### 2. Licensed Capacity-402.305(4) & 65C-22.001(2)

2	The facility is licensed to serve [ ] children. A total of [ ] children were counted at the center and/or were on a field trip.
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#### 3. Minimum Age Requirements 65C-22.001(3) & 402.305(2)(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 65C-22.001(4)(a)(b) & 402.305(4)

2	A ratio of [ ] staff for [ ] children is required. There were [ ] staff for [ ] children observed.
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#### 5. Supervision 65C-22.001(5)(a)-(d), 65C-22.001(6)(f), & 65C-22.007 (2)

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.
2	Children in the outdoor play area were not adequately supervised in that [ ].
1	A child was unknowingly left behind 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.

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1	The operator or substitute, identified on the Supplemental, 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 (3) 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.

**6. Driver's License, Physician Certification & First Aid/CPR Training 65C-22.001(6)(a)**

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.

**7. Vehicle Insurance and Inspection 65C-22.001(6)(b)(c) & 402.305(10)**

3	The operator did not have documentation of current insurance coverage for the vehicle used to transport children in care.
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 as required in s. 316.615, Florida Statute, for a vehicle used to transport children in care.

**8. Seat Belts/Child Restraints 65C-22.001(6)(d)(e)**

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 65C-22.001(6)(f)**

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.

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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 upon returning from a field trip.
2	The required staff-to-child ratios were not maintained when transporting children.

**10. Planned Activities 65C-22.001(7)(a)**

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.
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 65C-22.001(7)(b)**

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) listed on the attached Supplemental.
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.

**12. Child Discipline 65C-22.001(8)(a)(b)**

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.

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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 65C-22.001(8)(c)**

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

**14. Facility Environment 65C-22.002(1)(a)(c)**

3	Areas of the facility were found to be in need of cleaning.
3	There was evidence of rodent or vermin infestation was 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 or no potential for harm to the children in care was observed.
3	A health deficiency having a low or no 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.

**15. Toxic Substances and Hazardous Materials 65C-22.002(1)(b)(e)(g)**

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 play area/vehicle while children were in care.
3	There was evidence that smoking occurred in the facility/outdoor play area while children were in care.
1	A firearm or weapon was observed on the premises.

<b>16. Supplies Labeled/Stored 65C-22.002(1)(d)</b>	
2	A potentially harmful item, [ ], was not labeled as required.
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 easily accessible by children in care.
3	The storage of knives and/or sharp tools allowed access by children in care.
2	Knives and/or sharp tools were easily accessible by children in care.

<b>17. Lighting 65C-22.002(2)(a)</b>	
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.

<b>18. Temperature and Ventilation 65C-22.002(2)(b)(c)</b>	
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.

<b>19. Indoor Floor Space 65C-22.002(3)(a)-(e), 402.305(6), 65C-22.007(3)(a)</b>	
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.

<b>20. Outdoor Area/Square Footage 65C-22.002(4)(a)(b) &amp; 402.305(6)</b>	
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.

<b>21. Outdoor Play Area 65C-22.002(4)(c)(g)</b>	
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.

<b>22. Fencing 65C-22.002(4)(d)(e)</b>	
2	The facility's outdoor play area was not fenced in accordance with accepted safety practices 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.

<b>23. Individual Bedding 65C-22.002(5)(a)(b) &amp; 65C-22.008((3)(g)</b>	
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 sanitary.
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.
3	The floor mats available for children in care were not covered with an impermeable surface.

<b>24. Bedding and Linens 65C-22.002(5)(c)(d)</b>	
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.
<b>25. Nap Space Requirements 65C-22.002(5)(e)</b>	
3	A minimum distance of 18" was not maintained between each napping and sleeping space.

<b>26. Exit Area Clear 65C-22.002(5)(e)</b>	
3	Exit areas were not clear in accordance with fire safety regulations.
2	Exit areas were blocked off and inaccessible in an emergency.

<b>27. Crib Requirements 65C-22.002(5)(f)(g)</b>	
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 federal guidelines as the bar spacings exceeded the maximum two and three-eighths inches.
2	An infant was observed in a crib with the crib sides down.
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.

<b>28. Toilets and Basins 65C-22.002(6)(a)(b)1(c) &amp; (g)</b>	
3	A basin used by children was not easily accessible and a safely constructed platform was not in place.
3	A toilet used by children was not easily accessible and a safely constructed platform was not in place.
3	The facility did not have the number of toilets and/or wash basins 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 sanitized.
2	The facility did not adequately keep the toilet and bath facilities used by the children clean and sanitized posing a threat to the health, safety or well-being of the children.
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.

<b>29. Potty Chairs 65C-22.002(6)(b)2</b>	
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.
<b>30. Bath Facilities and Supervision 65C-22.002(6)(d)(e)</b>	
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.

<b>31. Bathroom Supplies and Equipment 65C-22.002(6)(f)</b>	
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.

<b>32. Operable Phone 65C-22.002(7)(b)</b>	
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.

<b>33. Fire Drills 65C-22.002(7)(c)(d)</b>	
3	Though monthly fire drills were conducted, a written record of fire drills was not completed.
2	Monthly fire drills were not conducted.
3	The facility did not maintain documentation fire drills for a minimum of four months from the date of the fire drill.

<b>34. Window Screens 65C-22.002(8)(a)1</b>	
3	Not all opened doors and windows had screens affixed and/or maintained.

<b>35. Proper Handwashing 65C-22.002(8)(a)2 &amp; 4,(b)1</b>	
2	A staff member was observed to not wash their hands appropriately after assisting a child with toileting.
2	A staff member was observed to not wash their hands appropriately after diapering a child.
3	A child was observed to not wash their hands appropriately after toileting.
3	Staff did not ensure that children sleeping overnight at the facility brushed their teeth and washed their face and hands.



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3	Children shared use of toothbrushes, towels and/or wash cloths.
3	Staff and/or children did not immediately wash their hands after outdoor play.

**36. Drinking Water Available 65C-22.002(8)(a)3**

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

**37. Sanitary Diapering 65C-22.002(8)(b)1-4**

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 with a sanitizing 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 65C-22.002(8)(b)5 & 6**

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 and sanitized daily.
2	Soiled cloth diapers were not placed in a securely covered container that was inaccessible to children.

**39. Indoor Equipment 65C-22.002(9)(a)**

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.

<b>40. Outdoor Equipment 65C-22.002(9)(b)</b>	
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 evidence that routine checks 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 65C-22.003**

<b>41. Training Requirements 65C-22.003(2) &amp; 402.305(2)(d)</b>	
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 as indicated on the attached Supplemental.
3	The employee(s), whose name is listed on the attached Supplemental, 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, as identified on the attached Supplemental, 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) as listed on the attached Supplemental.
3	A volunteer who works more than 40 hours per month, whose name is listed on the attached Supplemental, 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, whose name is listed on the attached Supplemental.
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, as identified on the attached Supplemental.

<b>42. 10-Hour In-Service 65C-22.003(6)(a)-(c)</b>
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3	Documentation of in-service training was not recorded on CF-FSP Form 5268, Child Care In-service Training Record, for the director as indicated on the attached Supplemental.
3	Documentation of in-service training was not recorded on CF-FSP Form 5268, Child Care In-service Training Record, for staff as indicated on the attached Supplemental.
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 as indicated on the attached Supplemental.
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 as indicated on the attached Supplemental.

**43. Credentialed Staff 65C-22.003(7) & 65C-22.003(8)**

3	The facility was required to have at least [ ] credentialed staff and had [ ] credentialed.
3	The credentialed staff failed to meet the minimum work hours required as documented on time sheets, personnel schedules or employment records.
3	CF-FSP Form 5206, Child Care Personnel Professional Development Confirmation Form, was not on file for staff as indicated on the attached Supplemental.
3	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.
3	The facility owner failed to notify the licensing authority within 5 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 65C-22.004**

<b>44. Communicable Disease Control 65C-22.004(1)</b>	
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	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.

<b>45. First Aid Requirements 65C-22.004(2)(a)-(c)</b>	
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 was missing the following items: [ ].

<b>46. CPR Requirements 65C-22.004(2)(a)(b)</b>	
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 training was not done by classroom instruction and is invalid for those staff listed on the attached Supplemental.

<b>47. Emergency Telephone Numbers 65C-22.004(2)(d)1</b>	
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.
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<b>48. Accident/ Incident Notification and Documentation 65C-22.004(2)(d)2-4</b>	
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	The facility failed to notify the licensing agency within 24 hours following a fire or natural disaster.
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 (1) year.

<b>49. Medication 65C-22.004(3)</b>	
3	A prescription or non-prescription 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 separately and locked or inaccessible to the children in care.
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 (4) 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.

**Food and Nutrition 65C-22.005**

<b>50. Meals and Snacks 65C-22.005(1)(a)(b)(c)</b>	
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.
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.
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 one month.

<b>51. Meal and Snack Menus 65C-22.005(1)(d)</b>	
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.

<b>52. Food Service 65C-22.005(3)(a)(b)</b>	
3	Children were provided food that was not appropriate for their ages.
3	Children were not individually fed during meal time.

<b>53. Bottles Sanitary and Labeled 65C-22.005(3)(c)(d)</b>	
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.

<b>54. Sufficient Seating 65C-22.005(3)(e)</b>	
3	The facility had insufficient seating at tables for the number of children eating at one time.

<b>55. Single Service Items 65C-22.005(3)(b)</b>	
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 65C-22.006**

<b>56. Records 65C-22.006(1)(a)</b>	
3	Records or copies of records are not being maintained at the facility for review by the licensing authority.

<b>57. Children's Health/Immunization Records 65C-22.006(2)(a)-(c)</b>	
3	A Student Health Examination/DH Form 3040 or equivalent, was not available for the child(ren) identified on the attached Supplemental.
3	The health statement for the child(ren) listed on the attached Supplemental, 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) listed on the attached Supplemental.
3	The Student Health Examination, on file for the child(ren) listed on the attached Supplemental, 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) listed on the attached Supplemental.
3	DH Form 681, Religious Exemption from Immunization, was not on file for the child(ren) listed on the attached Supplemental.
3	The immunization record was incomplete for the child(ren) listed on the attached Supplemental. The record did not document required vaccinations, signature of a physician, date of the immunization or the expiration date.

<b>58. Enrollment Information on File/Current 65C-22.006(3)</b>	
3	The facility did not have an enrollment form (CF-FSP Form 5219) or equivalent, form completed for the child(ren) in care listed on the attached Supplemental.
3	Incomplete enrollment information on CF-FSP Form 5219 or equivalent form was found for those children listed on the attached Supplemental.
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 children listed on the attached Supplemental.
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 children as listed on the attached Supplemental.

<b>59. Personnel Records 65C-22.006(4)(5) &amp; 402.3055(1)(b)</b>	
3	The facility did not have a complete record on file for the child care personnel identified on the attached Supplemental.
3	Child care personnel identified on the attached Supplemental did not have an employment application on file.
3	The personnel record for staff identified on the attached Supplemental, 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 identified on the attached Supplemental.
3	The personnel record did not include a signed statement that the statutory requirements for reporting child abuse/neglect were understood for individuals as noted on the attached Supplemental.
3	Documentation of first aid and infant and child cardiopulmonary resuscitation training was not on file for staff as indicated on the attached Supplemental.
3	The personnel record did not include training transcript information for staff as indicated on the attached Supplemental.

<b>60. Background Screening Documents 65C-22.006(4), 435.04(1) &amp; 435.05(1)(a)(c)</b>	
2	Documentation of Level 2 screening was missing for staff listed on the attached Supplemental.
2	A finger print card for the purpose of conducting state/federal criminal records check was not on file for those employees noted on the attached Supplemental.
2	CF-FSP Form 5131, Background Screening and Personnel File Requirements, was not on file for employees as indicated on the attached Supplemental.
3	The fingerprint card had been completed but not submitted to FDLE within ten working days from the date of hire for those employees identified on the attached Supplemental.
3	Documentation of the Attestation of Good Moral Character was missing for staff listed on the attached Supplemental.
2	The fingerprint card had been completed but was never submitted to FDLE for those employees identified on the attached Supplemental.
2	Verification of employment history for the past 2 years was not on file for those employees identified on the attached Supplemental.
2	Background screening was not completed every five years after the initial screening for the individuals listed on the attached Supplemental.
2	The personnel record for the individual listed on the attached Supplemental 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 listed on the attached Supplemental 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.



<b>61. Daily Attendance 65C-22.001(10) &amp; 65C-22.006(5)</b>	
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.

<b>62. Emergency Plan/Posted 65C-22.004(2)(d)5 &amp; 65C-22.006(5)(i)</b>	
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.

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**Enforcement 65C-22.001(11)**

<b>63. Child Abuse or Neglect 65C-22.001(11)</b>	
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.