Child Care Scholarship

Informal Child Care Monitoring Inspections

W - Z

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Posted February 2022
Informal Child Care Monitoring Form

Name: Shirley Warren

Date: 9/13/19

Time In: 1:00 PM
Time Out: 3:14 PM

1-17-18

1 Y/0 Y

Safety of the Home

Standard

1. Basic Health and Safety Training Completed
2. Home free of health and safety hazards

No

Comments/Notes

- Electric only
- Parent/provider have active cell phone
- No administering of meds
- Locked box, not loaded
Inspection Date: 12/28/21
Time In: 2:03 pm  Time Out: 3:27 pm  Result: Denied

**Informal Care**
Type of Care (check one): □ Non-relative Informal Provider Care  ❑ Relative Informal Provider Care

**Provider Information**
First Name: Cynthia
Last Name: Wells
Provider ID: NOT IN CCATS
Email: [Redacted]

**Care Location Inspected**
Street Address: [Redacted]
City: [Redacted]
County: [Redacted]
State: [Redacted]
Zip Code: [Redacted]
Address Verified?: Yes

**Name of Children in Care (add pages if needed)**
<table>
<thead>
<tr>
<th>Scholarship</th>
<th>Date of Birth</th>
<th>Age</th>
<th>Present (Y/N)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>09/05/2018</td>
<td>3</td>
<td>/Yes</td>
</tr>
<tr>
<td></td>
<td>04/06/2020</td>
<td>1</td>
<td>/Yes</td>
</tr>
</tbody>
</table>

**Safety of the Home**
Directions: Review and determine compliance with each standard. Note any comments or corrective actions needed.
Additional pages may be used for comments.
Y - Yes, N - No, D - Discussed, n/a - Not Applicable

**Health and Safety Training:**
Basic Health and Safety Training Completed?
N/A

**Home is free of health and safety hazards:**
- Is in good repair
- Is free of insect or rodent infestation
- Is well-lit and well-ventilated
- Has hot and cold running water
- Has a working inside toilet
- Has utilities for cooking, lighting and heating
- Has a working and safe heating system
- Has a working refrigerator and stove
- Has a working telephone
- Has operational smoke detector(s)
- Has first aid kit/supplies
- Has protective coverings on any electrical outlet that is accessible to children

**Harmful Items are stored appropriately and away from children:**
- Sharp or pointed items
- Medications of any kind
- Matches, lighters and flammable products
- Alcoholic beverages
- Guns

**Standard Met Y/N**
Y

**Comments/Notes Corrective Action /Timeframe if needed**
Kept in the medicine cabinet in the 2nd floor bathroom.
Not kept in the home
### Informal Care

**Inspection Date:** 12/23/2021  
**Time In:** 10:00 AM  
**Time Out:** 11:58 AM  
**Result:**

**Type of Care (check one):**  
- [x] Non-relative Informal Provider Care  
- [ ] Relative Informal Provider Care

**Provider Information**

- **First Name:** Monchell
- **Last Name:** Watkins-Sykes
- **Provider ID:** NOT IN CCATs
- **Email:**

**Care Location Inspected**

- **Address Verified?** Yes.
- **Street Address:**
- **City:**
- **County:**
- **State:**
- **Zip Code:**

### Name of Children in Care (add pages if needed)

<table>
<thead>
<tr>
<th>Scholarship</th>
<th>Date of Birth</th>
<th>Age</th>
<th>Present (Y/N)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10/15/2018</td>
<td>3</td>
<td>Y</td>
</tr>
<tr>
<td></td>
<td>12/02/2015</td>
<td>6</td>
<td>N</td>
</tr>
<tr>
<td></td>
<td>02/25/2011</td>
<td>10</td>
<td>N</td>
</tr>
</tbody>
</table>

### Safety of the Home

**Directions:** Review and determine compliance with each standard. Note any comments or corrective actions needed. Additional pages may be used for comments. Y = Yes, N = No, D = Discussed, n/a = Not Applicable

#### Health and Safety Training:

<table>
<thead>
<tr>
<th>Standard Met Y/N</th>
<th>Comments/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

#### Home is free of health and safety hazards:

- Is in good repair: Y
- Is free of insect or rodent infestation: Y
- Is well-lit and well-ventilated: Y
- Has hot and cold running water: Y
- Has a working inside toilet: Y
- Has utilities for cooking, lighting and heating: Y
- Has a working and safe heating system: Y
- Has a working refrigerator and stove: Y
- Has a working telephone: Y, Working house phone and cell phone
- Has operational smoke detector(s): Y, Tested the smoke detector/
- Has first aid kit/supplies: Y, First Aid Kit
- Has protective coverings on any electrical outlet that is accessible to children: Y, All the outlets were covered

#### Harmful Items are stored appropriately and away from children:

- Sharp or pointed items: Y, Stored on back part of the counter
- Medications of any kind: Y
- Matches, lighters and flammable products: Y, Stored in cabinet with lock on it
- Alcoholic beverages: Y
- Guns: Y
- Cleaning agents: Y
### GENERAL CLEANLINESS STANDARDS

<table>
<thead>
<tr>
<th>Standard Met Y/N</th>
<th>Comments/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Y</td>
<td>No diaper aged children</td>
</tr>
<tr>
<td>Y</td>
<td>No diaper aged children</td>
</tr>
</tbody>
</table>

Handwashing procedures are followed. Provider and child’s hands washed thoroughly with soap and warm running water after:
- Toileting;
- Diapering;
- Before food preparation and eating;
- After playing outdoors; and
- At other times when necessary to prevent the spread of disease.

### CHILD ABUSE, NEGLECT AND MISTREATMENT STANDARDS

<table>
<thead>
<tr>
<th>Standard Met Y/N</th>
<th>Comments/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y</td>
<td></td>
</tr>
</tbody>
</table>

### Emergency Ready-to-Go Pack

The Emergency Ready-to-Go Pack must be available and easily accessible in the event of an emergency. This contains a Disaster Supply Kit (including needed medications) and Emergency Documents.

### Disaster Supply Kit

Directions: Review and determine that each item is adequately included in the Disaster Supply Kit. Be certain that the Disaster Supply Kit contains enough supplies for each child in care. Also, the items are clean, organized, and usable. Comment and note below if needed.

- flashlight
- Batteries for Flashlight
- Portable First Aid Kit
- Thermometer
- Bottled water
- Non-perishable food
- Diapers (N/A)
- Folder or binder for EPP documents
- Backpack(s) or carrying case(s)
- Consider special toys or games
- Heavy Duty Scissors, duct tape
□ Medications (General Cough Syrup)  □ Blankets

Items in the Disaster Supply Kit are clean, organized, and usable (Y/N)?  Y

Emergency Ready-to-Go Pack is available and easily accessible in the event of an emergency (Y/N)?  Y

Emergency Documents

□ Informal Provider Emergency Preparedness Plan (this completed form)
□ Authorization for emergency medical care

Planning and Maintenance

Person responsible for updating the Disaster Supply Kit and the Emergency Documents regularly:
First Name [ ] Last Name [ ]

Description of how the Emergency Ready-to-Go Pack will be transported to an evacuation location:
Shelter-in-Place: Ensure the safety of the 3 children, doors and windows locked, going to the dining area where the kit will be stored, (2 windows 0 direct doors)

Evacuation Location (Primary): Grab the kit, the kids, take them to the car, buckle the kids in and put the 3yr in the booster common area living room (1 door 4 windows). Contact the parent via text or call.

Evacuation (Alternate): Head count, kids, kit, go to [ ] or shelter and food, and contact the parent via call or text to inform them of the emergency.

Signatures & Date

Acknowledgement: By signing below the parties acknowledge that all standards have been reviewed, and any corrections if needed have been discussed. The parties also acknowledge that, if approved, the home in which care is provided is subject to random, unannounced pop up visit which will be conducted virtually or in-person.

<table>
<thead>
<tr>
<th>PROVIDER</th>
<th>INSPECTOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Printed Name: Monchell Watkins-Skyes</td>
<td>Printed Name: [ ]</td>
</tr>
<tr>
<td>Signature:</td>
<td>Signature: [ ]</td>
</tr>
<tr>
<td>Date: 12/23/2021</td>
<td>Phone:</td>
</tr>
<tr>
<td></td>
<td>Date: 12/23/2021</td>
</tr>
</tbody>
</table>
**GENERAL CLEANLINESS STANDARDS**

<table>
<thead>
<tr>
<th>Standard Met</th>
<th>Comments/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y</td>
<td>The home was clean. The children are diapered in the downstairs area.</td>
</tr>
<tr>
<td>Y</td>
<td>In the kitchen upstairs.</td>
</tr>
</tbody>
</table>

**CHILD ABUSE, NEGLECT AND MISTREATMENT STANDARDS**

<table>
<thead>
<tr>
<th>Standard Met</th>
<th>Comments/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y</td>
<td></td>
</tr>
</tbody>
</table>

**Emergency Ready-to-Go Pack**

The Emergency Ready-to-Go Pack must be available and easily accessible in the event of an emergency. This contains a Disaster Supply Kit (including needed medications) and Emergency Documents.

**Disaster Supply Kit**

Directions: Review and determine that each item is adequately included in the Disaster Supply Kit. Be certain that the Disaster Supply Kit contains enough supplies for each child in care. Also that the items are clean, organized, and usable. Comment and note below if needed.

- Flashlight
- Bottled water
- Batteries
- Non-perishable food
- Portable First Aid Kit
- Diapers
- Backpack(s) or carrying case(s)
- Folder or binder for EPP documents
- Consider special toys or games
Thermometer  Change of clothes  Heavy Duty Scissors, Duct Tape/ Packing Tape & Sealing Plastic/ Trash Bags

☐Medications  ☒Blanket(s)

Items in the Disaster Supply Kit are clean, organized, and usable (Y/N)?  Y

Emergency Ready-to-Go Pack is available and easily accessible in the event of an emergency (Y/N)? Y

Location of Emergency Ready to go Pack: Blue zipper bag kept on the table in the play area.

Item Specification (if needed):
- 6 AA Batteries
- First Aid Kit: Bandages, cold compress, tape, gauze pads, Q tips and Neosporin.
- Forehead scanner thermometer
- Medication: Tylenol
- 2 16 ounce bottles of water
- Canned peaches
- 2 diapers each size 5 and 6
- Tops: Cookie monster sweater and socks  Blue and red striped shirt and underwear  Baby blue starred blanket and a blue bear blanket
- Numbers puzzle board, markers, crayons, reading books and coloring books.
- Green scissors, packing tape, 3 heavy duty trash bags.

Emergency Documents

☐Informal Provider Emergency Preparedness Plan (this completed form)
☐Authorization for emergency medical care

Planning and Maintenance

Person responsible for updating the Disaster Supply Kit and the Emergency Documents regularly:
First Name: [Redacted]  Last Name: [Redacted]

Description of how the Emergency Ready-to-Go Pack will be transported to an evacuation location:

Shelter In Place Procedures:

The Provider will contact the parent to inform them of an emergency. The provider will then grab the ERTG bag and the children and go into the basement (2 windows 1 door). The provider will contact the parent again once secured in the shelter location.

Evacuation Procedures:

The Provider will first call the parent to inform them of the emergency. She will then grab the ERTG bag, put the children's coats and shoes and head to the car where the children will be secured in car seats. The provider will proceed to the her [Redacted] house where she has a key to gain entry. The provider and the children will shelter in the basement of the home (1 door 2 small windows). If the provider cannot shelter at this location the provider will call the parent to inform her of the change in location. The provider will then grab the ERTG bag, the children and head to the car where the children will be secured in car seats. The provider will proceed to the her daughters house where she will call to gain entry. The provider and the children will shelter in the basement of the home. (1 door 1 small window).

Signatures & Date

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</tr>
<tr>
<td>Signature:</td>
<td>Signature:</td>
</tr>
<tr>
<td>Date:</td>
<td>Date: 12/28/2021</td>
</tr>
<tr>
<td>Phone:</td>
<td>Phone: 1-877-227-0125</td>
</tr>
</tbody>
</table>
### Informal Care

**Type of Care (check one):**  
- Non-relative Informal Provider Care  
- Relative Informal Provider Care

**Provider Information**
- First Name: Justin  
- Last Name: Williams  
- Provider ID: 177450  
- Email: [Redacted]

**Care Location Inspected**
- Street Address: [Redacted]
- City: [Redacted]
- County: [Redacted]
- State: [Redacted]
- Zip Code: [Redacted]

**Name of Children in Care (add pages if needed)**

<table>
<thead>
<tr>
<th>Scholarship</th>
<th>Date of Birth</th>
<th>Age</th>
<th>Present (Y/N)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>01/27/2021</td>
<td>6 months</td>
<td>Y</td>
</tr>
</tbody>
</table>

### Safety of the Home

**Directions:** Review and determine compliance with each standard. Note any comments or corrective actions needed. Additional pages may be used for comments. Y = Yes, N = No, D = Discussed, N/A = Not Applicable.

**Health and Safety Training:**

<table>
<thead>
<tr>
<th>Standard Met</th>
<th>Comments/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y/N</td>
<td>Corrective Action/Timeframe if needed</td>
</tr>
</tbody>
</table>

**Home is free of health and safety hazards:**

<table>
<thead>
<tr>
<th>Standard Met</th>
<th>Comments/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y/N</td>
<td>Corrective Action/Timeframe if needed</td>
</tr>
</tbody>
</table>

- * Is in good repair
- * Is free of insect or rodent infestation
- * Is well-lit and well-ventilated
- * Has hot and cold running water
- * Has a working inside toilet
- * Has utilities for cooking, lighting, and heating
- * Has a working and safe heating system
- * Has a working refrigerator and stove
- * Has a working telephone
- * Has operational smoke detector(s)
- * Has first aid supplies
- * Has protective coverings on any electrical outlet that is accessible to children

**Harmful items are stored appropriately and away from children:**

<table>
<thead>
<tr>
<th>Standard Met</th>
<th>Comments/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y/N</td>
<td>Corrective Action/Timeframe if needed</td>
</tr>
</tbody>
</table>

- * Sharp or pointed items
- * Medications of any kind
- * Matches, lighter and flammable products
- * Alcohol beverages
- * Guns
- * Cleaning agents
- * Poisonous substances

**GENERAL CLEANLINESS STANDARDS**

<table>
<thead>
<tr>
<th>Standard Met</th>
<th>Comments/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y/N</td>
<td>Corrective Action/Timeframe if needed</td>
</tr>
</tbody>
</table>

- On counter and in drawer
- Off top drawer
- Not kept in the home
- Not kept in the home
- No gun in the home
- On top of the refrigerator
- Bug spray kept on top of refrigerator

**Result:** Denied
<table>
<thead>
<tr>
<th>All areas of the home are kept clean, including changing area.</th>
<th>Y</th>
<th>Changing bed kept clean.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trash, garbage and wet and soiled diapers are disposed of in a sanitary manner.</td>
<td>Y</td>
<td>Throw diapers away outside, inside trash kept near back door.</td>
</tr>
<tr>
<td>Child is changed immediately when she has a soiled or wet diaper, clothing or bedding.</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Diapering procedures are followed. Provider and child’s hands washed thoroughly with soap and warm running water after:</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>* Toilet;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>* Diapering;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>* Before food preparation and eating;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>* After playing outdoors, and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>* At other times when necessary to prevent the spread of disease.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**CHILD ABUSE, NEGLECT AND MISTREATMENT STANDARDS**

<table>
<thead>
<tr>
<th>Standard Met Y/N</th>
<th>Comments/Notes Corrective Action / Timeframe if needed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A child is not subject to any form of abuse, including:</strong></td>
<td></td>
</tr>
<tr>
<td>* Physical injury</td>
<td>Y</td>
</tr>
<tr>
<td>* Any sexual abuse</td>
<td></td>
</tr>
<tr>
<td>* Mental injury</td>
<td></td>
</tr>
<tr>
<td><strong>A child in care is not subject to any form of neglect, including:</strong></td>
<td></td>
</tr>
<tr>
<td>* The failure to give proper care and attention to a child including leaving a child unattended under circumstances that indicate that the child’s health or welfare is harmed or placed at substantial risk of harm.</td>
<td>Y</td>
</tr>
<tr>
<td>* Mental injury to a child, or a substantial risk of mental injury that is caused by the failure to give proper care and attention to a child.</td>
<td></td>
</tr>
<tr>
<td><strong>A child in care is not subjected to mistreatment, including:</strong></td>
<td></td>
</tr>
<tr>
<td>* Any deliberate act that hurts a child physically or emotionally, including:</td>
<td></td>
</tr>
<tr>
<td>* Spanking, Beating, Shaking</td>
<td>Y</td>
</tr>
<tr>
<td>* Any other means of physical discipline</td>
<td></td>
</tr>
<tr>
<td>* Not attending to a child’s physical needs</td>
<td></td>
</tr>
<tr>
<td>* Shouting, Cursing, Shaming, Refusing</td>
<td></td>
</tr>
<tr>
<td>* Washing a child’s mouth with soap</td>
<td></td>
</tr>
<tr>
<td>* Putting pepper or other spicy or distasteful items in a child’s mouth</td>
<td></td>
</tr>
<tr>
<td>* Requiring a child to stand on one foot as punishment</td>
<td></td>
</tr>
<tr>
<td>* Tying child to a cot or other equipment</td>
<td></td>
</tr>
</tbody>
</table>

The provider immediately reports any suspected child abuse, neglect or mistreatment by calling [Call your local Department of Social Services Child Protective Services Unit](#).

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**Emergency Ready-to-Go Pack**

The Emergency Ready-to-Go Pack must be available and easily accessible in the event of an emergency. This contains a Disaster Supply Kit (including needed medications) and Emergency Documents.

### Disaster Supply Kit

**Directions:** Review and determine that each item is adequately included in the Disaster Supply Kit. Ensure that the Disaster Supply Kit contains enough supplies for each child in care. Also that the items are clean, organized, and usable. Comment and note below if needed.

<table>
<thead>
<tr>
<th>Item</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency first aid kit</td>
<td><em>Bottled water</em></td>
</tr>
<tr>
<td><em>Bottled water</em></td>
<td><em>Folder or binder for EFP documents</em></td>
</tr>
<tr>
<td><em>Non-perishable food</em></td>
<td></td>
</tr>
<tr>
<td><em>Backpack(s) or carrying case(s)</em></td>
<td></td>
</tr>
<tr>
<td><em>Consider special toys or games</em></td>
<td></td>
</tr>
<tr>
<td><em>Change of clothes</em></td>
<td></td>
</tr>
<tr>
<td><em>Scissors, tape &amp; sealing plastic</em></td>
<td></td>
</tr>
<tr>
<td><em>Blanket(s)</em></td>
<td></td>
</tr>
</tbody>
</table>

**Items in the Disaster Supply Kit are clean, organized, and usable (Y/N)?** | Y |

**Emergency Ready-to-Go Pack is available and easily accessible in the event of an emergency (Y/N)?** | Y

**Disaster Supply Kit Components:**

- [A Batteries](#)
- [First Aid Kit](#)
- [Eye Wash, Bandages, Gauze Wraps, Scissors, Tweezers](#)
- [Forehead Scan Thermometer](#)
- [No Medications: He doesn’t take any](#)
- [Gallon of Water](#)
Emergency Documents
- Informal Provider Emergency Preparedness Plan (this completed form)
- Authorization for emergency medical care

Planning and Maintenance
Person responsible for updating the Disaster Supply Kit and the Emergency Documents regularly:
First Name: [Redacted] Last Name: [Redacted]

Description of how the Emergency Ready-to-Go Pack will be transported to an evacuation location:
Shelter In Place: Provider will the baby with his past, grab the to go bag from the hallway closet and get to the room in the basement (1 door 2 window). Call 911 and the parent.

Evacuation:
Provider will grab the baby and the bag. Fasten child in the car seat. Go to [Redacted] house. Will enter lock code to gain entry and go into the basement (1 door no 1 window). Call the parent when safe. If cannot enter in this location he will grab the bag and the baby. Go to the cafeteria in the elementary School. Provider will call the parent and any emergency services.

Signatures & Date
Acknowledgement. By signing below the parties acknowledge that all standards have been reviewed, and any corrections if needed have been discussed.

PROVIDER
Printed Name: Justin Williams
Signature: [Redacted]
Date: 08/18/2021
Phone: 1-877-227-0123
### Safety of the Home

<table>
<thead>
<tr>
<th>Standard</th>
<th>Standard Met (Y/N)</th>
<th>Comments/Notes</th>
<th>Corrective Action/Timeframe, if needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Basic Health and Safety Training Completed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Home free of health and safety hazards:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a) In good repair</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b) Free of insect or rodent infestation</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>c) Well-lit and well-ventilated</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>d) Hot and cold running water</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e) Working inside toilet</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>f) Utilities for cooking, lighting and heating</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>g) Working and safe heating system</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>h) Working refrigerator and stove</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i) Working telephone</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>j) Operational smoke detector</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>k) First aid supplies (band aids, gauze, tape, gloves, thermometers, soap, washcloth, tweezers, ice pack/bag)</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>l) Protective covering on electrical outlets accessible to children</td>
<td>Y</td>
<td>QWS + Electric</td>
<td></td>
</tr>
<tr>
<td>3. Harmful items are stored appropriately and away from children:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a) Sharp or pointed items</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b) Medications of any kind</td>
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<td></td>
<td></td>
</tr>
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<td>c) Matches, lighters, and flammable products</td>
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<td></td>
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</tr>
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5. Trash, garbage and wet or soiled diapers are disposed of in a sanitary manner.
6. Children are changed immediately when they have a soiled or wet diaper, clothing or bedding.
7. Diapering procedures are followed.
8. Hand washing procedures followed:
   - Provider and child's hands washed thoroughly with soap and warm running water after:
     - Toileting;
     - Diapering;
     - Before food preparation and eating;
     - After playing outdoors, and
     - At other times when necessary to prevent the spread of disease.

<table>
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<tr>
<th>Standard</th>
<th>Met (Y/N)</th>
<th>Corrective Action/Timeframe, if needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>9. A child is not subjected to any form of abuse, including:</td>
<td>Y</td>
<td>Referral from Local Com</td>
</tr>
<tr>
<td>- Physical injury</td>
<td></td>
<td></td>
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<tr>
<td>- Any sexual abuse</td>
<td></td>
<td></td>
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<tr>
<td>- Mental injury</td>
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<td>- Any deliberate act that hurts a child physically or emotionally, including:</td>
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<td></td>
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<tr>
<td>- Spanking, Biting, Hitting, Shaking</td>
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</tr>
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<td>- Any other means of physical discipline</td>
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<td></td>
</tr>
<tr>
<td>- Not attending to a child's physical needs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Smothering, Cursing, Shaming, Ridiculing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Washing a child's mouth with soap</td>
<td></td>
<td></td>
</tr>
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<td>- Putting pepper or other spicy or distasteful items in a child's mouth</td>
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</tr>
</tbody>
</table>

By signing below the parties acknowledge that all standards have been reviewed and corrections, if needed, have been discussed.

[Signature] 1/3/19

[Signature] 1/3/19
Informal Provider Name: Michael Wright

Care Address: 9/1/2017

Date: Time: In 10:20 AM

Time: Out 12:34 PM

Children in Care: (use additional pages is needed)

Name

Date of Birth 16/31/2017

Age 2

Present (Y/N) (N) event occurred

Directions: Review and determine compliance with each Standard. Note any comments or corrective actions needed.

KEY: Y = Yes  N = No  D = Discussed

Additional pages may be used for comments

Safety of the Home

Standard

1. Basic Health and Safety Training Completed

2. Home free of health and safety hazards:

   a) In good repair
   b) Free of insect or rodent infestation
   c) Well-lit and well-ventilated
   d) Hot and cold running water
   e) Working inside toilet
   f) Utilities for cooking, lighting and heating
   g) Working and safe heating system
   h) Working refrigerator and stove
   i) Working telephone
   j) Operational smoke detector
   k) First aid supplies (band aids, gauze, latex, gloves, thermometer, soap, washcloth, tweezers, ice pack/bas
   l) Protective covering on electrical outlets accessible to children

3. Harmful items are stored appropriately and away from children:

   a) Sharp or pointed items
   b) Medications of any kind
   c) Matches, lighters, and flammable products
   d) Alcohol or beverages
   e) Guns
   f) Cleaning agents
   g) Poisonous substances

gas + electric
cell phones
green light

CCS - Informal Monitoring Form (April 2017)
4. All areas of the home are kept clean, including diapering area.

5. Trash, garbage and wet or soiled diapers are disposed of in a sanitary manner.

6. Children are changed immediately when they have a soiled or wet diaper, clothing or bedding.

7. Diapering procedures are followed.

8. Handwashing procedures followed:
   Provider and child's hands washed thoroughly with soap and warm running water after:
   - Toiletting
   - Diapering
   - Before food preparation and eating
   - After playing outdoors
   - At other times when necessary to prevent the spread of disease

Child Abuse, Neglect and Mistreatment

9. A child is not subjected to any form of abuse, including:
   - Physical injury
   - Any sexual abuse
   - Mental injury

10. A child in care is not subjected to any form of neglect, including:
    - The failure to give proper care and attention to a child including leaving a child unattended under circumstances that indicate that the child's health or welfare is harmed or placed at substantial risk of harm.
    - Mental injury to a child, or a substantial risk of mental injury that is caused by the failure to give proper care and attention to a child.

11. A child in care is not subjected to mistreatment, including:
    - Any deliberate act that hurts a child physically or emotionally including:
      - Spanking
      - Blowing, hitting, shaking
      - Any other means of physical discipline
    - Not attending to a child's physical needs
    - Shouting, cursing, Shaming, Ridiculing
    - Washing a child's mouth with soap
    - Putting pepper or other spicy or distasteful items in a child's mouth
    - Requiring a child to stand on one foot as punishment
    - Tyting child to a cot or other equipment

12. The provider immediately reports any suspected child abuse, neglect or mistreatment to the protective services unit of the Local Department of Social Services or to the local law enforcement agency.

By signing below the parties acknowledge that all standards have been reviewed and corrections if needed have been discussed.

Provider Signature

9/5/2019

Date
Informal Child Care Monitoring Form

Formal Provider Name: Paula
Care Address: 
Date: 2/10/19

Children in Care: (use additional pages if needed)
Name: 
Date of Birth: 8/25/13
Age: 10
Present (Y/N): Y

Directions: Review and determine compliance with each Standard. Note any comments or corrective actions needed. Additional pages may be used for comments.

**Safety of the Home**

<table>
<thead>
<tr>
<th>Standard</th>
<th>Standard Met (Y/N)</th>
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<tbody>
<tr>
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<td>2. Home free of health and safety hazards:</td>
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</tr>
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<td></td>
</tr>
<tr>
<td>b) Free of insect or rodent infestation</td>
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</tr>
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<td>c) Well-lit and well-ventilated</td>
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<td></td>
</tr>
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<td>e) Working inside toilet</td>
<td>Y</td>
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</tr>
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<td>f) Utilities for cooking, lighting and heating</td>
<td>Y</td>
<td>gas + electric</td>
</tr>
<tr>
<td>g) Working and safe heating system</td>
<td>Y</td>
<td>landine + cell phone</td>
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<td>Y</td>
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CCS - Informal Monitoring Form (April 2017)
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<td></td>
</tr>
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<td>e) Working inside and out</td>
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</tr>
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3. Harmful items are stored appropriately and away from children:
   a) Sharp or pointed items                                             | Y                  |                                |
   b) Medications of any kind                                            |                    |                                |
   c) Matches, lighter and flammable products                            |                    |                                |
   d) Alcoholic beverages                                                |                    |                                |
   e) Guns                                                                |                    |                                |
   f) Cleaning agents                                                    |                    |                                |
   g) Poisonous substances                                               |                    |                                |

Electric
Active cell phone for emergency

No weapon
Out of the children's reach
4. All areas of the home are kept clean, including diapering area.
5. Trash, garbage and wet or soiled diapers are disposed of in a sanitary manner.
6. Children are changed immediately when they have a soiled or wet diaper, clothing or bedding.
7. Diapering procedures are followed.
8. Handwashing procedures followed:
   - Provider and child's hands washed thoroughly with soap and warm running water after:
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   - Before food preparation and eating
   - After playing outdoors; and
   - At other times when necessary to prevent the spread of disease.

Child Abuse, Neglect and Mistreatment

9. A child is not subjected to any form of abuse, including:
   - Physical injury
   - Any sexual abuse
   - Mental injury

10. A child in care is not subjected to any form of neglect, including:
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      leaving a child unattended under circumstances that indicate
      that the child's health or welfare is harmed or placed at
      substantial risk of harm,
    - Mental injury to a child, or a substantial risk of mental injury that
      is caused by the failure to give proper care and attention to a
      child.

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      including
    - Spanking, Biting, Hitting, Shaking
    - Any other means of physical discipline
    - Not attending to a child's physical needs
    - Shouting, Cursing, Shaming, Ridiculing
    - Washing a child's mouth with soap
    - Putting pepper or other spicy or distasteful items in a child's
      mouth
    - Requiring a child to stand on one foot as punishment
    - Tying child to a cot or other equipment

12. The provider immediately reports any suspected child abuse,
    neglect or mistreatment to the protective services unit of the
    Local Department of Social Services or to the local law
    enforcement agency.

By signing below the parties acknowledge that all standards have been reviewed and corrections, if needed, have been discussed.

1/18/19
Date

9/18/19
Date
## Informal Care Inspection Checklist

**Inspection Date:**
5/11/2021

**Time In:**
1:00 PM

**Time Out:**
3:00 PM

**Result:**
APPROVED

### Informal Care

- **Type of Care (check one):**
  - [x] Non-relative Informal Provider Care
  - [ ] Relative Informal Provider Care

### Provider Information

- **First Name:** Brenda
- **Last Name:** Zentz
- **Provider:** 443324
- **Email:** [Redacted]

### Care Location Inspected

<table>
<thead>
<tr>
<th>Street Address</th>
<th>City</th>
<th>County</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
</table>

### Name of Children in Care (add pages if needed)

<table>
<thead>
<tr>
<th>Scholarship</th>
<th>Date of Birth</th>
<th>Age</th>
<th>Present (Y/N)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10/4/2004</td>
<td>16/ Y</td>
<td></td>
</tr>
<tr>
<td></td>
<td>12/2/2009</td>
<td>11/ Y</td>
<td></td>
</tr>
</tbody>
</table>

### Safety of the Home

**Directions:** Review and determine compliance with each standard. Note any comments or corrective actions needed. Additional pages may be used for comments.

- **Y** - Yes, **N** - No, **D** - Discussed, **n/a** - Not Applicable

#### Health and Safety Training:

- **Basic Health and Safety Training Completed?**
  - **Registered for June 2021**

#### Home is free of health and safety hazards:

- Is in good repair
- Is free of insect or rodent infestation
- Is well-lit and well-ventilated
- Has hot and cold running water
- Has a working inside toilet
- Has utilities for cooking, lighting and heating
- Has a working and safe heating system
- Has a working refrigerator and stove
- Has a working telephone
- Has operational smoke detector(s)
- Has first aid kit/supplies
- Has protective coverings on any electrical outlet that is accessible to children

#### Harmful Items are stored appropriately and away from children:

- Sharp or pointed items
- Medications of any kind
- Matches, lighters and flammable products
- Alcoholic beverages
- Guns

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MSDE OCC Informal Care Inspection Checklist 2020-03-26  
Page 1 of 3
- Cleaning agents
- Poisonous substances

**GENERAL CLEANLINESS STANDARDS**

<table>
<thead>
<tr>
<th>Standard Met</th>
<th>Comments/Notes Corrective Action /Timeframe if needed</th>
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<tbody>
<tr>
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- All areas of the home are kept clean, including diapering area.
- Trash, garbage and wet and soiled diapers are disposed of in a sanitary manner.
- Child is changed immediately when s/he has a soiled or wet diaper, clothing or bedding.
- Diapering procedures are followed.
- Handwashing procedures are followed. Provider and child's hands washed thoroughly with soap and warm running water after:
  - Toileting;
  - Diapering;
  - Before food preparation and eating;
  - After playing outdoors; and
  - At other times when necessary to prevent the spread of disease.

**CHILD ABUSE, NEGLECT AND MISTREATMENT STANDARDS**

<table>
<thead>
<tr>
<th>Standard Met</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Y</td>
<td></td>
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</tbody>
</table>

- A child is not subject to any form of abuse, including:
  - Physical injury
  - Any sexual abuse
  - Mental injury
- A child in care is not subjected to any form of neglect, including:
  - The failure to give proper care and attention to a child including leaving a child unattended under circumstances that indicate that the child’s health or welfare is harmed or placed at substantial risk of harm;
  - Mental injury to a child, or a substantial risk of mental injury that is caused by the failure to give proper care and attention to a child.
- A child in care is not subjected to mistreatment, including:
  - Any deliberate act that hurts a child physically or emotionally, including:
    - Spanking, Bitting, Hitting, Shaking
    - Any other means of physical discipline
    - Not attending to a child's physical needs
    - Shouting, Cursing, Shaming, Ridiculing
    - Washing a child's mouth with soap
    - Putting pepper or other spicy or distasteful items in a child's mouth
    - Requiring a child to stand on one foot as punishment
    - Tying child to a cot or other equipment
- The provider immediately reports any suspected child abuse, neglect or mistreatment by calling 911 and your [local Department of Social Services Child Protective Services Unit.](#)

**Emergency Ready-to-Go Pack**

The Emergency Ready-to-Go Pack must be available and easily accessible in the event of an emergency. This contains a Disaster Supply Kit (including needed medications) and Emergency Documents.

**Disaster Supply Kit**

Directions: Review and determine that each item is adequately included in the Disaster Supply Kit. Be certain that the Disaster Supply Kit contains enough supplies for each child in care. Also, that the items are clean, organized, and usable. Comment and note below if needed.

- Flashlight
- Batteries
- Portable First Aid Kit
- Bottled water
- Non-perishable food
- Diapers
- Folder or binder for EPP documents
- Backpack(s) or carrying case(s)
- Consider special toys or games

MSDE OCC Informal Care Inspection Checklist 2020-03-26 Page 2 of 3
Items in the Disaster Supply Kit are clean, organized, and usable (Y/N)? Y
Emergency Ready-to-Go Pack is available and easily accessible in the event of an emergency (Y/N)? Y
Disaster Supply Kit Comments/Notes:
The bag will be stored in the hallway closet near the front of the house.

**Emergency Documents**
- [ ] Informal Provider Emergency Preparedness Plan (this completed form)
- [x] Authorization for emergency medical care

**Planning and Maintenance**
Person responsible for updating the Disaster Supply Kit and the Emergency Documents regularly:

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

Description of how the Emergency Ready-to-Go Pack will be transported to an evacuation location:
The Provider will retrieve the Ready-to-Go kit from the closet, collect the children and walk out the front door to the vehicle. Both children are age appropriate for car seat belts. Once everyone is secured in the vehicle, the Provider will drive to the children's maternal grandmother's house in [Blank]. The Provider will stay in contact with the parent before, during and after the emergency using her cellphone.

The 2nd evacuation location is the children's father's house in [Blank].

**Signatures & Date**
Acknowledgement: By signing below the parties acknowledge that all standards have been reviewed, and any corrections if needed have been discussed.

<table>
<thead>
<tr>
<th>PROVIDER</th>
<th>INSPECTOR</th>
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<td>Printed Name:</td>
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<td>Signature:</td>
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<tr>
<td>Date:</td>
<td>Phone:</td>
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<tr>
<td>Date: 5/11/2021</td>
<td>Phone: 410-767-7832</td>
</tr>
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