

# Connecticut Office of Early Childhood

Division of Licensing

450 Columbus Boulevard, Suite 302, Hartford, Connecticut 06103

Phone (800)282-6063 [www.ctoec.org](http://www.ctoec.org) Fax (860)326-0552

## FAMILY CHILD CARE HOME INSPECTION FORM

INITIAL    UNANNOUNCED FULL/PARTIAL    FOLLOW UP    LOCATION CHANGE    OTHER

<b>Provider:</b> <i>Kelley Whitley</i>	License Number: <i>Pending</i>	Date of Inspection: <i>7/27/11</i>
<b>Address:</b> <i>69 Clinton Ave 2 B</i>	Expiration Date: <i>Pending</i>	Time of Inspection: <i>3:00p</i>
	Capacity: <i>4</i>	Days/Hours: <i>M-F 8-6p</i>
<b>Town:</b> <i>Stamford</i>	Telephone: <i>714564-2046</i>	Summer: <i>Open/Closed</i>
<b>State/Zip Code:</b> <i>CT 06907</i>	Email: <i>KelleyWhitley@gmail.com</i>	

Instructions:  = Compliance/No violation found    = Non-compliance/violation found    = N/A = Not applicable at this time

*Consent to Inspect: I agree to allow the Commissioner or an authorized representative to have access to and inspect the facility and child care records during home inspections as required by Regulations Section 19a-87b-5(h).*

*[Signature]*  
Signature of Provider/Applicant/Substitute/Emergency Caregiver

### Terms of License 19a-87b-5

- 4 Capacity: Total # Children Present: *0*
- 5 Nontransferability of License
- 6 Infant/Toddler Restriction- # Present: *0*
- 7 License Posted
- 8 Parent Access to OEC Phone Number
- 9 Photo ID
- 10 Requests for Information
- 11 Notification of Change

### Qualifications of Applicant and Provider 19a-87b-6

- 12 Awareness of/Understanding of Regulations
- 13 Medical Statement-Exp. Date *9/14/22*
- 14 First Aid Certificate-Exp. Date *4/30/23*
- 15 CPR Certificate-Exp. Date *7/12/23*
- 16 Judgment

### Members of the Household 19a-87b-7

- 17 Medical Statement
- 18 Household Environment

### Qualifications of Staff 19a-87b-8

- 19 Substitute/Assistant (Y/N) *(Y)*
- 20 Emergency Caregiver

### Comprehensive Background Check 19a-87b-8a

- 21 Background Check(s)

### Physical Environment 19a-87b-9

- 22 Clean/Sanitary Environment
- 23 Freedom of Hazards
- 24 Harmful Substances/Materials Inaccessible
- 25 Bio-contaminants Disposed Safely
- 26 Safe Storage of Flammables
- 27 Safe Door Fasteners
- 28 Electrical Safety

- 29 Safe Exits
- 30 Basement Supervision (Y/N)
- 31 Stairways: Protected/Handrails
- 32 Emergency Plan
- 33 Emergency Evacuation Drills-Quarterly/Log
- 34 Smoke Detectors
- 35 Carbon Monoxide Detector
- 36 Fire Extinguisher- at least 5 lb. ABC/Installed
- 37 Auxiliary Heating System (Y/N) Type: \_\_\_\_\_ Approved (Y/N)
- 38 Safe Storage of Weapons and Ammunition
- 39 Safe Space - Sufficient  
Indoor \_\_\_\_\_ Outdoor \_\_\_\_\_
- 40 Body of Water (Y/N) Type: \_\_\_\_\_ Barrier/Fence (4ft)
- 41 Hot Tubs- Locked/Inaccessible
- 42 Ventilation/Light - Temperature- 65°F
- 43 Window Safety
- 44 Washing/Toileting/Sewage/Garbage Facilities
- 45 Adequate and Safe Water: Public Approved
- 46 Water Temperature 60°-120°F
- 47 Pasteurization of Milk Supply
- 48 Working Telephone/Emergency Numbers Posted
- 49 Safe Transportation-Registered/Insured/Restraints
- 50 First Aid Supplies
- 51 Pets: (Y/N) Type: \_\_\_\_\_ Rabies Certificate(s)
- 52 Smoking Prohibited

### Responsibilities of Provider 19a-87b-10

- 53 Enrollment Form
- 54 Child Health Record
- 55 Immunizations
- 56 Emergency Permission
- 57 Authorized Release
- 58 Field Trips/Transportation Permission- To/From School
- 59 Swimming Permission
- 60 Incident Log
- 61 Confidentiality
- 62 Meeting the Child's Needs
- 63 Sufficient Play Equipment
- 64 Good Nutrition: Meals/Snacks/Water Available
- 65 Handwashing
- 66 Flexible and Balanced Written Schedule

**APPLICANTS- PLEASE NOTE:** You MAY NOT OPERATE until all requirements have been met and a license has been issued by the Agency.

(Signature of OEC Representative) <i>[Signature]</i>	Date Corrections Due By:	(Signature of Provider/Applicant/Substitute/Emergency Caregiver) <i>[Signature]</i>
(Printed Name) <i>Cesar Albizu</i>		(Printed Name) <i>Kelley Whitley</i>

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**FAMILY CHILD CARE HOME INSPECTION FORM - Page 2**

Provider: <u>Kelley Whitley</u>	License Number: <u>Pending</u>	Date of Inspection: <u>7/27/21</u>
<p><b>Responsibilities of Provider 19a-87b-10 (continued)</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> 67. Personal Articles: Blanket/Towel/Toilet Articles</li> <li><input checked="" type="checkbox"/> 68. Proper Rest Provisions/Safe Cribs</li> <li><input checked="" type="checkbox"/> 69. Individual Plan for Care (Written if Applicable)</li> <li><input checked="" type="checkbox"/> 70. Cultural Differences/Special Needs/Dev. Appr. Activities</li> <li><input checked="" type="checkbox"/> 71. Infant Care- Individual Attention/Held for Bottle Feedings</li> <li><input checked="" type="checkbox"/> 72. Infants Placed on Back for Sleeping</li> <li><input checked="" type="checkbox"/> 73. Infants Placed in Well-Const. Crib/Snug Mattress/Tight Sheet</li> <li><input checked="" type="checkbox"/> 74. Crib or other Provision Free from Observable Hazards</li> <li><input checked="" type="checkbox"/> 75. Infants not Swaddled</li> <li><input checked="" type="checkbox"/> 76. Infants Supervised- observed minimum every 15 minutes</li> <li><input checked="" type="checkbox"/> 77. Req. for Sleep Arrangements Posted/Discussed</li> <li><input checked="" type="checkbox"/> 78. Diaper Changing: Frequent/Sanitary/Hand Washing/Waste Disp.</li> <li><input checked="" type="checkbox"/> 79. Parent Information and Access</li> <li><input checked="" type="checkbox"/> 80. Developmental Milestones-Posted</li> <li><input checked="" type="checkbox"/> 81. Supervision-At all Times- Indoors/Outdoors</li> <li><input checked="" type="checkbox"/> 82. Personal Schedule-Alert/Competent Attention</li> <li><input checked="" type="checkbox"/> 83. Full Attention-Distractions/Employment/Socialization</li> <li><input checked="" type="checkbox"/> 84. Immediate Attention</li> <li><input checked="" type="checkbox"/> 85. Substitute/Emergency Caregiver Present</li> <li><input checked="" type="checkbox"/> 86. Appropriate Discipline/Behavior Management</li> <li><input checked="" type="checkbox"/> 87. Discuss Behavior Management Methods w/Staff/Parents</li> <li><input checked="" type="checkbox"/> 88. Child Protection: Abuse/Neglect</li> <li><input checked="" type="checkbox"/> 89. Notify OEC within 24 hrs.: Death/Serious Injury</li> <li><input checked="" type="checkbox"/> 90. Mandated Reporting of Abuse/Neglect to DCF</li> </ul> <p><b>Sick Child Care 19a-87b-11</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> 91. Sick Child Care</li> </ul> <p><b>Night Care 19a-87b-12 (Y/N) (10pm to 5am)</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> 92. Separate Bed/Location of Bed/Appropriate Sleepwear</li> </ul>	<p><b>Office Access, Inspections and Investigations 19a-87b-13</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> 93. Access- Immediate/Entire or Part of Facility/Records</li> </ul> <p><b>Administration of Medications 19a-87b-17</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> 94. Policies and Procedures for Admin of Meds</li> <li><input checked="" type="checkbox"/> 95. Parent Permission for Nonprescription Topical Meds</li> <li><input checked="" type="checkbox"/> 96. Notification and Documentation of Medication Error(s)</li> <li><input checked="" type="checkbox"/> 97. Nonprescription Topical Meds - Stored/Labeled</li> <li><input checked="" type="checkbox"/> 98. Unused/Expired Nonprescription Meds</li> <li><input checked="" type="checkbox"/> 99. Documented Medication Trained Staff</li> <li><input checked="" type="checkbox"/> 100. Written Authorized Prescriber/Parent Permission</li> <li><input checked="" type="checkbox"/> 101. MAR Maintained</li> <li><input checked="" type="checkbox"/> 102. Prescription Meds - Stored/Labeled</li> <li><input checked="" type="checkbox"/> 103. Unused/Expired Prescription Meds</li> <li><input checked="" type="checkbox"/> 104. Emergency Meds - Equip Labeled/Current</li> <li><input checked="" type="checkbox"/> 105. Self-Administration of Meds</li> <li><input checked="" type="checkbox"/> 106. Petition for Special Medication Authorization</li> <li><input checked="" type="checkbox"/> 108. Policies for Finger Stick Blood Glucose Testing</li> <li><input checked="" type="checkbox"/> 109. Finger Stick Blood Glucose Testing - Staff Trained</li> <li><input checked="" type="checkbox"/> 110. Self Admin of Finger Stick Blood Glucose Testing</li> <li><input checked="" type="checkbox"/> 111. Testing Equip &amp; Supplies-Maintain/Labeled/Locked/Disposed</li> <li><input checked="" type="checkbox"/> 112. Finger Stick Blood Glucose Testing Records</li> <li><input checked="" type="checkbox"/> 113. Parent Notification of Test Results</li> </ul> <p><b>Additional Violations</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> 114. Consent Order/Negotiated Corrective Action Plan</li> </ul>	

**Discussions/Comments:**

*No violations found at this time*

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(Signature of OEC Representative) 	Date Corrections Due By:	(Signature of Provider/Applicant/Substitute/Emergency Caregiver) 
(Printed Name) Carlos Albizu		(Printed Name) Kelley Whitley