



## FAMILY DAY CARE HOME STANDARDS CLASSIFICATION SUMMARY

### Florida Statute and Administrative Code Reference

| Specific Child Care Licensing Standard |   |
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| Class Violation Level                  | Description of Licensing Standard Violation |

### Staffing Requirements Rule 65C-20.008 & Rule 65C-20.009, F.A.C.

| 1. Operator ss. 402.318, F.S. & rule 65C-20.009(2)(a), F.A.C. |  |
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| 2   | The operator worked outside of the home during the operating hours of the family day care home.                |
| 1   | The operator, in whose name the license was issued, was no longer a resident at the address on the license.    |
| 3   | The family home failed to include their license number when advertising.                                       |
| 3   | The provider failed to maintain written documentation for the number of hours a substitute worked in the home. |

| 2. Written Plan for Substitute rule 65C-20.009(2)(b), F.A.C. |   |
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| 3  | The operator had no written plan to provide at least one substitute, at least 18 years old, to be available on a temporary/emergency basis. |
| 3  | The operator's written plan for a substitute included an individual who was not at least 18 years old.                                      |
| 3  | The operator's substitute plan did not include required information about the designated substitute.  |
| 2  | The substitute left in charge of the children in care was younger than 18 years of age.   |
| 3  | The substitute worked over 40 hours per months on average over a six month period in a single family day care home.                         |
| 3  | The operator failed to report changes to the written substitute plan within 5 working days.   |

| 3. Background Screening Requirements ss. 402.313(3), 402.305(2)(a), 402.302(13), F.S. & rule 65C-20.008(3) & (4), F.A.C. |  |
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| 1  | The record for an individual indicated the person had been found guilty of an offense noted in Section 435.04, Florida Statute, which disqualifies the person from employment. |
| 2  | The Local Criminal Background Check was not on file.   |
| 2  | A FDLE record check for family day care home members and substitutes was missing and not on file.  |
| 2  | A FDLE/FBI clearance letter was not on file.   |

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| 2 | Background screening was not completed every five years after the initial screening.   |
| 2 | An annual Attestation of Good Moral Character stating that the individual had not been convicted of specific crimes was not on file. |
| 3 | The Attestation of Good Moral Character was not completed prior to expiration.   |
| 2 | A two year employment history verification for was not documented and on file.   |
| 1 | An unscreened individual was left alone to supervise children in care.   |
| 3 | A Volunteer Affidavit was not on file for the volunteer(s).  |
| 3 | A Volunteer Affidavit was not completed on the first day of volunteering for the volunteer(s).                                       |
| 3 | The operator and/or substitute did not sign a CF-FSP 5337 Child Abuse and Neglect Reporting Requirements form.                       |

### **4. Staff Training rule 65C-20.009(1)(a),65C-20.009(3)(d)&(e) & (4), F.A.C.**

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| 3 | The operator did not complete the department's approved 30 clock-hour Family Child Care Training course.  |
| 3 | Completion of the 30 clock-hour Family Child Care Home training course was not documented for the operator on a valid certificate issued by the department or the department's training transcript.               |
| 3 | A substitute, who worked less than 40 hours a month on average, did not complete the department's 3 clock-hour Fundamentals of Child Care course.   |
| 3 | A substitute, who worked less than 40 hours a month on average, did not complete the department's 6 clock-hour Family Child Care Home Rules and Regulations training.   |
| 3 | Completion of the 6 clock-hour course, Family Child Care Home Rules and Regulations, was not documented on a valid certificate issued by the department or the department's training transcript for a substitute. |
| 3 | Completion of the 3 clock-hour course, Fundamentals of Child Care, was not documented on a valid certificate issued by the department or the department's training transcript for a substitute.                   |
| 3 | A substitute, who worked 40 hours or more a month, on average, did not complete the 30 clock-hour Family Child Care Training course.  |
| 3 | Completion of the 30 clock-hour course, Family Child Care Training, was not documented on a valid certificate issued by the department or the department's training transcript.                                   |
| 3 | The operator did not maintain a work schedule for the substitute documenting the level of training required.  |
| 2 | The operator's training in first aid was no longer current.   |
| 2 | The operator's training in CPR was no longer current.   |
| 2 | The person providing care to children did not have a valid certification in infant and/or child CPR and first aid.  |
| 2 | The CPR training did not include an on-site instructor-based skills assessment and is invalid for the individual.   |
| 3 | The 10 hours of annual in-service training had not been completed by the operator for the operator's 12 month licensing period.   |

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| 3 | Documentation of in-service training for the operator was not recorded on CF-FSP 5268A, In-Service Training Record.   |
| 3 | The operator did not have documentation to show completion of an approved five hour early literacy and language development of children ages birth through five course, prior to caring for children.                     |
| 3 | A substitute, who worked 40 hours or more a month, on average, did not have documentation to show completion of an approved five hour early literacy and language development of children ages birth through five course. |
| 3 | A foster grandparent working in the home failed to complete the required training.  |
| 3 | By October 1, 2010, training was not documented on the child care training transcript for child care personnel.   |

### **5. Indoors and Outdoors Supervision rule 65C-20.009(2)(c)&(5), F.A.C.**

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| 2 | Children were not being adequately supervised in that [ ].   |
| 1 | A child was not adequately supervised and left the family day care home premises without the knowledge or awareness of the operator.   |
| 3 | The operator's plan for isolation and supervision of an ill child did not provide for the child to be within sight and hearing.  |
| 2 | A child observed in isolation due to illness was not within sight and hearing of the operator.   |
| 2 | A child was not adequately supervised while being diapered or having clothes changed.  |
| 1 | A child was unknowingly left behind on a field trip.   |
| 2 | A child was observed napping or sleeping in a bedroom with the bedroom door closed.  |
| 1 | The operator or substitute 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. |

## **Health Requirements Rule 65C-20.010, F.A.C.**

### **6. Animal Immunizations rule 65C-20.010(1)(a), F.A.C.**

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| 3 | The operator did not have documentation of current immunization records for the pet observed. Immunizations are available for this type of animal. |
| 2 | The pet was not immunized though immunizations are available for this type of animal.  |
| 3 | The operator did not have documentation that custodial parents or guardian are given written notification of animals on the premises.              |

### **7. Toxic Substances, Hazardous Materials and Hazardous Items rule 65C-20.010(1)(b), F.A.C.**

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| 3 | Unsafe storage of materials dangerous to children was observed in that [ ].   |
| 2 | Harmful items including cleaning supplies, flammable products, poisonous, toxic, and hazardous materials were accessible by children in care. |
| 2 | A potentially harmful substance, [ ], was not labeled.  |

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| 2 | The storage of potentially harmful items such as BB guns, pellet guns, knives and/or sharp tools allowed access by children in care. |
| 2 | Potentially harmful items such as BB guns, pellet guns, knives and/or sharp tools were accessible by children in care.               |

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| <b>8. Smoking on Premise rule 65C-20.010(1)(c), F.A.C.</b> |   |
| 2  | Smoking was observed in the home, the outdoor play area, during a field trip or in a vehicle transporting children while children were in care.                     |
| 3  | There was evidence that smoking occurred in the home, the outdoor play area, during a field trip or in a vehicle transporting children while children were in care. |
| 3  | The custodial parents or guardians of children in care were not informed in writing, by the operator that someone living in the home smoked.                        |

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| <b>9. Firearms and Weapons rule 65C-20.010(1)(d), F.A.C.</b> |   |
| 1  | Firearms and/or weapons were not stored in a locked container, locked area, or with a secure trigger lock and in a location inaccessible to children. |
| 1  | Firearms and/or weapons were observed on a person located on the premises other than law enforcement officers.  |

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| <b>10. Play Areas Clean and Free of Litter rule 65C-20.010(1)(e), F.A.C.</b> |  |
| 3  | Play areas in the home were not clean.   |
| 3  | Litter was observed in areas where children play.  |
| 3  | Nails, glass or other hazards were observed in an area where children play.  |
| 2  | A hazard was observed in the play area that poses a threat to the health, safety or well-being of the children in the play area. |

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| <b>11. Outdoor Time and Play Area Requirements rule 65C-20.010(1)(f)-(h), F.A.C.</b> |   |
| 3  | Weather permitting, infants were not provided opportunities for outdoor time.   |
| 2  | Children in the outdoor play area had access to a road or street that was open to travel by the public.   |
| 2  | Fencing a minimum of 4 feet in height was not provided when required.   |
| 2  | The outdoor play area that required fencing was not safe and adequate in that [ ].  |
| 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. |
| 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 [ ].                             |
| 3  | The frame of the [ ] was not securely anchored in the ground or stationary by design.   |
| 3  | The play equipment was not safe for the children to use in that [ ].  |

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| 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 | There was no documentation, maintained for one year, that routine inspections 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.   |
| 3 | The equipment used in the outdoor play area was not constructed to allow for water drainage.   |

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| <b>12. Swimming Pools rule 65C-20.010(1)(i)(j), F.A.C.</b> |  |
| 1  | The family day care home's swimming pool exceeded 3 feet in depth and no person who had completed a basic water safety course was present when children had access to the swimming area. |
| 1  | Children were taken from the home for a swimming activity and a person with a certified lifeguard certification or equivalent was not present.   |
| 3  | The family day care home's swimming pool was not maintained by the use of chlorine or other suitable chemicals.  |
| 2  | The pool alarm was found to be inoperable.   |
| 2  | The fence or barrier was unlocked or had gaps or openings that could pose a threat to the health, safety or well-being of a child.   |
| 2  | The fence or barrier did not meet the minimum requirement of four (4) feet in height.  |
| 1  | Children in care had access to a water hazard or swimming pool, in that ( ).   |

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| <b>13. Appropriate, Safe and Sanitary Bedding rule 65C-20.010(1)( k)-(o), F.A.C.</b> |  |
| 3  | The home had no designated area where each child can sit quietly or lie down to rest or nap.                                 |
| 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.   |
| 3  | Floor mats available for children in care were not covered with an impermeable surface.                                      |
| 3  | Floor mats available for children in care were not at least one inch thick.  |
| 3  | An air mattress or foam mattress was used for children when napping.   |
| 3  | A cot, bed, crib, mattress, playpen or floor mat was not available for all children who napped.                              |
| 3  | Playpens, floor mats, air mattresses and/or foam mattresses were used for children sleeping in the normal night time cycle.  |
| 3  | A kitchen, bathroom, utility room, or garage area was used as napping space.   |
| 2  | Napping spaces shall not be designated under furniture, against furniture that may create a hazard, or blocking exit routes. |

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| 2 | A crib in use had bar spacings that exceeded 2 and 3/8 inches.   |
| 3 | Individual linens were not provided for each child using beds that were used by the family.  |
| 3 | The custodial parent or guardian had not provided available documentation that an alternative position is authorized by the physician and/ or a napping or sleeping infant that is not capable of rolling over on their own was observed not positioned on their back. |
| 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 | A minimum distance of 18 inches was not maintained between each individual napping space.  |
| 3 | Staff failed to ensure that children in overnight care completed bedtime routines such as brushing teeth and washing face and hands.   |
| 3 | Children in care were observed to share personal items such as toothbrushes, towels and wash cloths.   |

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| <b>14. Drinking Water and Single Service Disposables rule 65C-20.010(1)(p)(q), F.A.C.</b> |   |
| 2   | Potable drinking water was not available to children at all times.  |
| 3   | Single service paper or plastic plates, utensils, and/or cups were reused.  |
| 3   | Plates, utensils, cups, bottles or sippy cups provided by the home that are not disposable were not properly washed, rinsed and sanitized between uses. |
| 3   | Bottles and/or sippy cups were not labeled with the child's first and last name, or another system of identification.                                   |
| 3   | Bottles and sippy cups brought from home were not returned to the custodial parent or guardian daily.   |

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| <b>15. Vermin/Pest Control rule 65C-20.010(1)(r), F.A.C.</b> |  |
| 3  | There was evidence of rodents or vermin in the home.   |
| 2  | Pest control took place in rooms occupied by children. |

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| <b>16. Furnishings, Equipment and Plumbing are Sanitary are Free from Hazards and in Good Repair rule 65C-20.010(1)(s), 2(d), F.A.C.</b> |  |
| 3  | All parts of the home, indoors and outdoors, including furnishings and equipment were not kept clean and sanitary.   |
| 3  | All parts of the home, indoors and outdoors, including furnishings and equipment were not kept free from hazards.  |
| 3  | All parts of the home and premises including equipment, furnishings and plumbing, were not kept in an orderly condition.                                       |
| 3  | Equipment and plumbing were not maintained in good repair at all times.  |
| 2  | Furnishings, equipment or plumbing were not clean and maintained in good repair and pose a threat to the health, safety or well-being of the children in care. |
| 2  | Fire hazard, such as [ ], were observed in the home.   |

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| <b>17. Smoke Detector, Fire Extinguisher, Corded Telephone, Lighting, Temperature and Ventilation rule 65C-20.010(1)(s), F.A.C.</b> |  |
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| 2   | The family day care home did not have an operable smoke detector.  |
| 3   | The family day care home did not have an operable corded telephone or the only phone available was portable or cellular. |
| 3   | Lighting in the home was not sufficient in that [ ].   |
| 3   | The operator's home did not have proper ventilation.   |
| 3   | Temperature in the home was not maintained between 65 and 82 degrees Fahrenheit.   |
| 2   | The family day care home did not have an operable fire extinguisher and/or fire extinguisher with a current certificate. |

| <b>18. Nutritious Meals and Snacks Provided rule 65C-20.010(1)(t), F.A.C.</b> |   |
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| 3   | Meals and snacks supplied by the operator were not of a quantity and/or quality to meet the daily nutritional needs of the children.                    |
| 3   | The family day care home was notified by the custodial parent or guardian of a food allergy and the child's file did not contain written documentation. |
| 3   | Appropriate documentation for a special diet ordered by the child's physician was not maintained in the child's file                                    |
| 2   | A child was given [ ] after Family Day Care Home was notified by the custodial parent or guardian of the child's food allergy.                          |
| 3   | Meal and snack menus were not planned and/or written for the licensing authority to review.   |
| 3   | Meal and snack menus were not maintained for 6 months.  |

| <b>19. Handwashing rule 65C-20.010(2)(a)(d)-(f), F.A.C.</b> |   |
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| 2   | The operator/substitute did not wash their hands with soap and running water after assisting a child with toileting or diapering.         |
| 3   | A child was observed to not wash their hands with soap and running water following personal hygiene procedures.                           |
| 2   | The operator/substitute did not wash their hands with soap and running water following personal hygiene procedures.                       |
| 3   | The [ ] did not wash their hands immediately following outdoor play.  |
| 3   | Soap was not available use during handwashing.  |
| 3   | Disposable towels or individual towels were not available to use during handwashing.  |
| 3   | Running water was not available to use for handwashing.   |
| 3   | A toilet and/or wash basin used by children was not easily accessible, safely constructed and/or an impervious platform was not in place. |

| <b>20. Soiled Items rule 65C-20.010(2)(b), F.A.C.</b> |   |
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| 3   | Soiled items were not immediately placed in a plastic lined and securely covered container. |
| 2   | Soiled items were accessible to children.   |

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| 3 | The container used for storage of soiled items was not emptied, cleaned and disinfected daily. |
| 2 | Children's wet or soiled clothing or crib sheets were not promptly changed.                    |

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| <b>21. Potty Chairs Cleaned and Sanitized rule 65C-20.010(2)(c), F.A.C.</b> |  |
| 3   | Potty chairs were not cleaned and sanitized or disinfected after each use.   |
| 2   | A potty chair was not cleaned and sanitized or disinfected after each use that poses a threat to the health, safety or well-being of the children in care. |

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| <b>22. Individually Labeled Towels and Wash Cloths rule 65C-20.010(2)(f), F.A.C.</b> |  |
| 3  | Individual towels and wash cloths were not labeled for the child using the item. |
| 3  | Disposable towels were not discarded properly after each use.                    |

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| <b>23. Diapering Area Clean and Sanitized rule 65C-20.010(2)(g), F.A.C.</b> |   |
| 3   | The surface of the diaper changing area was not impermeable.  |
| 3   | The diaper changing surface was not cleaned and sanitized or disinfected with an appropriate solution after each use. |
| 3   | The diaper changing area is in or near the food preparation, service or feeding area.                                 |
| 3   | Items unrelated to diaper changing were stored in the diaper changing area or placed on the diaper changing table.    |

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| <b>24. First Aid Kit rule 65C-20.010(3)(a), F.A.C.</b> |   |
| 3  | The home's first aid kit did not include the following: [ ].  |
| 3  | The first aid kit was accessible to children.   |
| 3  | The home's first aid kit was not clearly labeled "First Aid".   |
| 3  | The home's first aid kit was not accessible to the operator or substitute.  |
| 2  | There was no first aid kit in the home.   |
| 2  | The home did not have a complete first aid kit on a field trip when some children remained in the home and others went on a field trip. |

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| <b>25. Emergency Telephone Information rule 65C-20.010(3)(b)1., F.A.C.</b> |  |
| 3  | The home's posted emergency information did not include the following phone numbers: [ ].                              |
| 3  | The family day care home's posted emergency information did not include the home's address and directions to the home. |
| 3  | No emergency information was posted on or near all telephones in the home.   |

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| <b>26. Documented Accidents, Incidents and Health Related Symptoms rule 65C-20.010(3)(b) 2. and 3., F.A.C.</b> |   |
| 2  | The operator failed to immediately notify the custodial parents or legal guardian of a serious illness, accident, injury or emergency to their child. |

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| 3 | The operator failed to contact persons designated by the custodial parent or legal guardian to be contacted in the event that the custodial parent or legal guardian could not be reached.            |
| 2 | The instructions provided by the custodial parent or legal guardian regarding action to be taken in the event of a serious illness, accident, injury, or emergency were not followed by the operator. |
| 3 | The instructions provided by the custodial parent or legal guardian regarding action to be taken in the event of an illness or injury were not followed by the operator.                              |
| 3 | The operator did not document an observed health related sign or symptom that occurred at the family day care home.   |
| 3 | Documentation completed by the operator was not shared with the custodial parent or legal guardian the day the accident or incident occurred.   |
| 3 | An accident or incident record did not include the following: [ ].  |
| 3 | The operator failed to document an accident or incident which occurred at the home.   |
| 3 | Records of accidents or incidents were not maintained for one year.   |
| 2 | The operator failed to provide a copy of the accident or incident form to the individual authorized to pick up the child on the date of occurrence.   |
| 3 | The operator failed to obtain the signature of the individual authorized to pick up the child on the date of occurrence on the accident or incident form.   |

### **27. Fire Drills/Emergency Preparedness rule 65C-20.010(3)(b)4, through 7, & rule 65C-20.010, F.A.C.**

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| 2 | Fire drills were not conducted and/or did not include one drill during napping/sleeping times, one drill using alternate evacuation routes, or one in the presence of the licensing authority.                    |
| 3 | A written record of fire drills was not completed and/or did not include one drill during napping/sleeping times, one drill using alternate evacuation routes, or one in the presence of the licensing authority. |
| 3 | The written record of the fire drills was incomplete and did not include the following: [ ].  |
| 3 | The operator did not have a record of fire drills for a minimum of one year from the date of the fire drill.  |
| 3 | The operator failed to notify the licensing authority within 24 hours following a fire or natural disaster.   |
| 3 | The operator did not have a written emergency preparedness plan or the emergency preparedness plan was incomplete.  |
| 3 | The operator failed to maintain records of emergency preparedness and evacuation drills.  |
| 2 | The operator failed to conduct emergency preparedness drills.   |

### **28. Communicable Disease Control rule 65C-20.010(4), F.A.C.**

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| 3 | The operator had no plan for isolating a child who becomes ill while in care. |
| 3 | A child with symptoms of suspected communicable disease was not isolated.     |

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| 3 | Operator, substitute, or household member suspected of having a communicable disease did not leave the areas of the home occupied by children.                                |
| 3 | Linens and disposables were not changed after use by an ill child.  |
| 2 | An ill child's signs and symptoms of illness were not reported to the child's custodial parents or legal guardian.  |
| 3 | A child, operator, substitute or household member who still had signs or symptoms of illness returned to the home while children were in care, without medical authorization. |
| 2 | A child identified as having head lice was permitted to return to the home before treatment had occurred.   |
| 3 | The operator failed to treat areas, equipment, toys or furnishing with which a child with lice had contact.   |

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| <b>29. Prescription and Non-Prescription Medication rule 65C-20.010(5)(a)(c)(g)(h), F.A.C.</b> |   |
| 3  | Medication, [ ], was brought to the home by the custodial parent or legal guardian not in its original container.                         |
| 1  | Written instructions for dispensing a medication were not followed in that [ ].   |
| 2  | A non-prescription medication, specifically [ ], was dispensed without written authorization from the custodial parent or legal guardian. |
| 2  | Medication was not stored in a locked area or inaccessible and out of a child's reach to children.  |
| 3  | Medication was observed without child resistant caps.   |
| 3  | The label on the prescription medication did not have the required information in that [ ].   |
| 3  | Medication which had expired or was no longer being administered was not returned to the custodial parent or legal guardian.              |
| 1  | A child was given the wrong medication in that [ ].   |

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| <b>30. Documentation of Dispensed Medication rule 65C-20.010(5)(a)(b)(d)-(f), F.A.C.</b> |  |
| 3  | The operator's written record for medication did not include the child's name.   |
| 3  | The operator's written record for medication did not include the name of the medication.                                     |
| 3  | The operator's written record for medication did not include the date to be dispensed.                                       |
| 3  | The operator's written record for medication did not include the time to be dispensed.                                       |
| 3  | The operator's written record for medication did not include the amount and dosage to be given.                              |
| 3  | The operator's written record for medication did not include the signature of the custodial parent or legal guardian.        |
| 3  | The operator's written record for medication did not include the signature or initials of the adult who gave the medication. |

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| 2 | A non-prescription medication, specifically [ ], was dispensed without written authorization from the custodial parent or legal guardian.          |
| 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 non-prescription medication, specifically [ ], was dispensed and the child's file was not documented.  |
| 3 | The operator was notified of allergies to medication and there was no written documentation in the child's file.                                   |
| 3 | The record for medication was not maintained for four months.  |

### Health Records 65C-20.011

#### 31. Immunization Records rule 65C-20.011(1)(a), F.A.C.

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| 3 | Neither DH Form 680, Certification of Immunization, nor DH Form 681, Religious Exemption from Immunization, was on file for the child(ren).   |
| 3 | An up-to-date and age-appropriate immunization record was not in the file for the child(ren).   |
| 3 | The immunization record was incomplete for the child(ren). The applicable part of the record was not completed, the record did not document or the record did not include the signature of a physician, the date, medical address, and expiration date. |

#### 32. Student Health and Records rule 65C-20.011(1)(b)(c), F.A.C. & s. 402.313, F.S.

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| 3 | A Student Health Examination/DH Form 3040, or equivalent, was not available for the child(ren).  |
| 3 | The Student Health Examination was no longer current for the child(ren).   |
| 3 | The Student Health Examination, on file for the child(ren) was completed by a person without statutory authority to perform health examinations. |
| 3 | The health statement for the child(ren) did not contain all of the elements in the Student Health Examination/DH Form 3040.                      |
| 3 | The Student Health Examination/DH Form 3040 or equivalent did not include all the required information.  |
| 3 | The parents of children enrolled were not provided information detailing the causes, symptoms, and transmission of the influenza virus.          |

#### 33. Enrollment Information rule 65C-20.011(2), F.A.C.

|   |   |
|---|---|
| 2 | No enrollment information was on file for the child(ren).   |
| 3 | The enrollment form used by the operator did not include all required information as required on CF-FSP Form 5219.  |
| 3 | Current enrollment information was not on file for the child(ren).  |
| 3 | There was incomplete information on the Child Care Application for Enrollment, CF-FSP 5219, or its equivalent form, for the child(ren).   |
| 3 | There was no documentation of a signed statement from the custodial parents/guardians of the child(ren) that they had been provided the brochure Selecting a Family Day Care Home Provider. |

**Enforcement 65C-20.012**

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| <b>34. Access to the Premises/Misrepresentation ss. 402.319, F.S. &amp; rule 65C-20.012(4), F.A.C.</b> |  |
| 2  | The operator was not cooperative in allowing the Department's authorized licensing staff access to all parts of the home and premises to inspect for compliance with minimum standards.                                    |
| 1  | The operator was not cooperative in allowing the Department's authorized licensing staff access to all parts of the home and premises to inspect for compliance and a court order was required to gain access to the home. |
| 2  | The owner, operator, employee or substitute failed to grant access to the family day care home during the hours of operation to the licensing authority or parent/legal guardian.  |
| 1  | The operator/substitute misrepresented, impersonated, or provided fraudulent information related to the family day care home to a parent/guardian, licensing authority, or law enforcement.                                |

|   |  |
|---|--|
| <b>35. Licensed Capacity ss. 402.302(7), F.S.</b> |  |
| 2   | The operator may provide care for [ ] children, ages [ ]. The number of children observed in this age group was [ ]. |
| 1   | The operator was over the licensed capacity.   |

|   |  |
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| <b>36. Child Discipline ss. 402.305(12)(a), F.S. &amp; rule 65C-20.010(6), F.A.C.</b> |  |
| 3   | A method of discipline included in the home's discipline policy is not age appropriate and/or constructive for the children in care in that [ ]. |
| 3   | A copy of the discipline policy was not available for review by the licensing authority.   |
| 3   | The custodial parents or legal guardians were not provided written notification of the home's disciplinary policy.                               |
| 2   | The [ ] did not comply with the written disciplinary policy of the home.   |
| 1   | A method of discipline practiced in the home was severe, humiliating and/or frightening in that [ ].   |
| 2   | A method of discipline used in the home included of spanking or other form of physical punishment.   |
| 1   | A form of discipline used by staff was associated with food, rest, or toileting.   |

|   |   |
|---|---|
| <b>37. Transportation and Supervision rule 65C-20.010(1)(c) &amp; (8), F.A.C.</b> |   |
| 2   | The driver of the vehicle transporting children for the family day care home did not have a valid driver's license.       |
| 3   | The home's driver did not have documentation of a valid Florida driver's license.   |
| 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.             |

## Family Day Care Home Standards Classification Summary

|   |   |
|---|---|
| 1 | The number of individuals transported in a vehicle exceeded the manufacturer's designated seating capacity or the number of factory installed seat belts.   |
| 1 | The operator transported children in a vehicle who were not in an individual factory installed seat belt or federally approved child safety restraint.  |
| 1 | The use of seat belts was not age-appropriate for the child(ren) being transported who required the use of a safety restraint.  |
| 2 | Supervision of children being transported was not adequate in that [ ].   |
| 1 | Supervision of children being transported was inadequate, resulting in death or serious harm to the health, safety or well-being of a child.  |
| 1 | A child was left unattended in the vehicle without staff awareness upon returning from a field trip.  |
| 1 | Supervision of children being transported was inadequate resulting in death or serious harm to the health, safety or well-being of a child.   |
| 2 | The operator did not have evidence that a log was maintained for all children transported.  |
| 3 | The transportation log was not retained for a minimum of 6 months.  |
| 2 | The log for children transported did not include the following required information: [ ].   |
| 2 | Upon arrival at the destination, it was observed 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 <del>and second adult</del> failed to conduct a physical inspection and visual sweep of the vehicle to ensure that no child was left in the vehicle as evidenced by [ ]. |
| 3 | A permission and transportation release form, signed by the custodial parent or legal guardian, for planned and/or unplanned activities occurring off the family day care home property was not on file for the child(ren).         |
| 3 | The permission slips were not maintained for a minimum of 6 months.   |
| 3 | Completed children's emergency medical consent or copies and emergency contact numbers were not taken on a field trip.  |
| 2 | The individual(s) responsible for children on a field trip did not have a telephone or other means of instant communication available.  |
| 3 | The operator did not have evidence that notification was given to the parents or legal guardian prior to transporting children.   |
| 2 | The operator did not have a means of communication available when transporting children.  |

### **38. Child Abuse or Neglect ss. 402.319, F.S. & rule 65C-20.010(7), F.A.C.**

|   |   |
|---|---|
| 1 | The operator 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 operator or substitute failed to report suspected child abuse or neglect as required in section 39.201, Florida Statutes.                             |

## Family Day Care Home Standards Classification Summary

|   |  |
|---|--|
| 1 | Child care personnel misrepresented information, impersonated, or provided fraudulent information related to the child care home and/or its operation to a parent/guardian, licensing authority, or law enforcement. |
|---|--|