Residential Building Department Resource Package

Type A Family Daycare Checklist

ORC 5104.051 (A) (2)

Refer to the Ohio Department of Job and Family Services (ODJFS) Website form JFS 01336 located for download at

http://com.ohio.gov/documents/dic_bbst_TypeADaycare.pdf

Type A Family Daycare facilities are exempt from the code. (See OBC 101.2, exception #7)

A Building inspector may be requested to complete the form required for licensing at the time of initial occupancy.

July 2019
TYPE A CHILD CARE FACILITIES INSPECTION STANDARD
2016

**TYPE “A” FAMILY DAY-CARE HOME**

(This standard has been developed in the form of an inspection report that, when completed, is intended to be sent to and reviewed by the licensing agency for final determination of approval or denial of license)

This form will be used as the basis for annual inspections by the local or state fire code official.

<table>
<thead>
<tr>
<th>Owner/Administrator’s name:</th>
<th>Address/Street:</th>
<th>Phone #</th>
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<tbody>
<tr>
<td></td>
<td>City/County/Zip:</td>
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<tr>
<th>Building Inspector’s name:</th>
<th>Jurisdiction:</th>
<th>Building Dept. Phone #</th>
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<tr>
<th>Fire Code Inspector’s name:</th>
<th>Jurisdiction:</th>
<th>Fire Dept. Phone #</th>
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**Date of Inspection:**

**Inspection Type (check one)**

- Initial ☐
- Annual ☐
- Follow-up after alteration ☐
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GENERAL INFORMATION

• Is this home under-going any repair, modification, or alteration?  Yes □  No □

Comments:  

• Is this home currently licensed and used as a Type “A” Family Day-Care Home, expanding that use into areas not previously inspected and approved/used for child day-care purposes?  Yes □  No □

Comments:  

A. ELECTRICAL

1. Is the building electrical service grounded?
   Yes □  No □  Unable to determine □

2. Is the building electrical service sized for a minimum 100 ampere load? Yes □  No □

3. Are all electrical devices and appliances connected by the supplied listed cords to the receptacles instead of using extension cords for permanent wiring?
   Yes □  No □

4. In rooms and areas used for child day-care purposes, are protective covers installed on all non-tamper-resistant electrical receptacles?
   Yes □  No □

5. Are all electrical splices made in junction, outlet, or device boxes?
   Yes □  No □  Unable to determine □

6. Are all electrical outlets and boxes properly covered?  Yes □  No □

7. In rooms and areas used for child day-care purposes, are there connected devices/appliances within 6 feet of sinks, lavatories, and other wet locations where the receptacles are not GFCI protected?
   Yes □  No □
B. HEATING FACILITIES

1. Do the heating facilities appear to be capable of safely and adequately heating all rooms, spaces, and bathrooms used for child day-care purposes to at least 65 degrees Fahrenheit?
   
   Yes ☐            No ☐

2. Are freestanding space heating and water heating appliances separated by permanent partitions, screens, or other means to prevent equipment access by children?

   Yes ☐            No ☐            N/A ☐

3. Do fuel-burning space-heating and water-heating appliances have provision for adequate combustion air?

   Yes ☐            No ☐            N/A ☐            Unable to determine ☐

4. Do fuel-burning space-heating and water-heating appliances have clearances to combustibles of at least 18 inches or are otherwise installed in accordance with manufacturers’ recommendations?

   Yes ☐            No ☐

5. Are all chimneys, vents, and flues free of obstruction, soot accumulation and creosote build-up?

   Yes ☐            No ☐            N/A ☐            Unable to determine ☐

6. Are all fireplaces of an approved design and protected by fixed screens?

   Yes ☐            No ☐            N/A ☐            Unable to determine ☐

7. Are all fuel-burning, factory-built fireplace inserts and freestanding units listed, labeled and installed in compliance with the manufacturer’s recommendations?

   Yes ☐            No ☐            N/A ☐            Unable to determine ☐

8. Are heating devices properly vented and permanently fixed in place? (Portable or unvented heating devices not permitted)

   Yes ☐            No ☐
C. **HEALTH AND SANITATION**

1. Is the basement area clean and free of garbage and waste?
   - Yes ☐  No ☐  N/A ☐

2. Is the basement area protected against the entry of rodents?
   - Yes ☐  No ☐  N/A ☐

3. Is the basement area, if used for child day-care purposes, free of surface moisture?
   - Yes ☐  No ☐  N/A ☐

4. Is at least one water closet fixture, one bathroom sink, and one kitchen available for child day-care purposes?
   - Yes ☐  No ☐

5. Does the room in which the water closet fixture is installed afford privacy to the occupant?
   - Yes ☐  No ☐

6. Is the room containing the water closet fixture separated from storage and food preparation areas by means of a tight-fitting door?
   - Yes ☐  No ☐  N/A ☐

D. **FIRE PROTECTION & SAFETY**

1. Are operating single station, interconnected, or wireless (multi-device affecting system activation) smoke alarm/detectors located on each level of the dwelling including in the basement area?
   - Yes ☐  No ☐  N/A ☐

2. Are all smoke alarm/detectors installed in approved locations and in working condition?
   - Yes ☐  No ☐

3. Does each of the smoke alarm/detectors installed provide an alarm suitable to warn all occupants within all areas used for child-care in the home?
   - Yes ☐  No ☐

4. Does each floor where childcare is provided have a 2-A:10-B:C or larger
extinguisher conspicuously located along the path toward an existing means.

Yes □     No □

5. Have fire evacuation/fire safety (OFC Section 404.3.1 and 404.3.2) and tornado safety (OFC Section 409) plans been developed and implemented?

Yes □     No □

6. Are the documents describing the fire evacuation/fire safety and tornado safety plans on-site and available for review by inspection personnel and facility personnel and are drills recorded and available for retrieval?

Yes □     No □

E. MEANS OF EGRESS, EMERGENCY EXITING
(This section is applicable only to those areas to be used specifically for child care purposes and any portion of the home serving as a means of egress from such areas. Floors exclusively accessed only for purposes of toilet room use are not to be considered floors used for child care.)

1. If the home is **not** protected throughout by an automatic fire sprinkler system installed in accordance with N.F.P.A. 13, 13R or 13D, does each floor used for child care have at least two means of exiting? One of the exiting means may be an emergency escape and rescue opening in accordance with the Residential Code of Ohio.

Yes □     No □     N/A □     Building has a fire sprinkler system □

2. If the home is **not** protected throughout by an automatic fire sprinkler system installed in accordance with NFPA 13, 13R or 13D, is the grade level floor connected to the other floors where child care is provided by means of an interior stairway providing a continuous enclosure resistant to the passage of smoke, or an exterior stairway protected to prevent the accumulation of ice and snow?

Yes □     No □     N/A □     Building has a fire sprinkler system □

3. Will all children under three years of age and all non-ambulatory children receive care on a floor with an exterior grade level access/exiting door?

Yes □     No □     N/A □

4. Where two exiting means are provided, are they as remote as practicable so as to minimize the possibility that both may be blocked by one fire or other emergency condition?

Yes □     No □     N/A □
5. Are all exiting means located such that the maximum distance from the most remote point on any given floor along a natural unobstructed path of travel does not exceed 100 feet?
   Yes ☐ No ☐

6. If egress from a room or space is through an adjoining or intervening room or area, is that adjoining or intervening room or area of a lesser hazard than the room or space from which egress is made and does it provide direct exiting means?
   Yes ☐ No ☐ N/A ☐

7. If an exiting means access passes through a kitchen, storeroom, restroom, closet or similar space, is another exiting means provided?
   Yes ☐ No ☐ N/A ☐

8. Are all egress doors readily openable from the side from which egress is to be made without the use of key, special effort, or knowledge?
   Yes ☐ No ☐

9. Can all door-latching devices on closets located in areas where child care is provided be opened by children from the inside of the closets?
   Yes ☐ No ☐ N/A ☐

10. If any bathroom door-locking hardware is used, can the door be unlocked from outside the bathroom, and is the unlocking device or key readily accessible to staff personnel?
    Yes ☐ No ☐ N/A ☐

11. Except for bathroom doors, are all single leaf egress doors at least 30 inches wide and at least 6’6” in height?
    Yes ☐ No ☐

12. Is the bathroom egress door at least 24 inches wide?
    Yes ☐ No ☐

13. Do egress openings other than swinging doors have a clear width of least 29 inches?
    Yes ☐ No ☐ N/A ☐
14.  
   a) Do all exterior stairways have handrails on at least one side for the full length of each flight of stairs? 
      Yes ☐   No ☐   N/A ☐ 
   b) Do all open-sided exterior stairways have a handrail on the open sides? 
      Yes ☐   No ☐   N/A ☐ 
   c) Do all interior stairways have handrails on at least one side for the full length of each flight of stairs? 
      Yes ☐   No ☐   N/A ☐ 
   d) Do open-sided interior stairways have a handrail on the open sides? 
      Yes ☐   No ☐   N/A ☐ 

15. Do all porches, balconies, and landings more than 12 inches above finished floor or grade level have the required guardrail or handrail protection? 
    Yes ☐   No ☐   N/A ☐ 

16. A fire escape may only be utilized for egress purposes when more adequate exit facilities cannot be provided. If permitted and used, is the fire escape structurally adequate and in substantial conformance with OBC requirements? 
    Yes ☐   No ☐   N/A ☐ 

17. Do interior finishes used in stairways, corridors, and any other portion of the home used for childcare exiting purposes, comply with the Section 803 of the Ohio Fire Code. 
    Yes ☐   No ☐   N/A ☐ 

18. Are the floor surfaces of means of egress provided with illumination at all points including angles and intersections of corridors, passageways, stairway landings, and exit doors? 
    Yes ☐   No ☐  

19. Is the illumination required in the preceding question arranged so that a failure of any single lighting unit, such as the burning out of an electric light, will not leave any area in darkness? 
    Yes ☐   No ☐
F. LIGHTING AND VENTILATION
(This section is applicable only to areas, rooms, and spaces to be used specifically for child day-care purposes)

1. Does every room or space have adequate artificial light?
   - Yes □
   - No □

2. Does every room or space have natural or mechanical ventilation?
   - Yes □
   - No □

3. Where natural ventilation is provided through windows or other openings to the outside air, is the minimum openable area at least 4% of the total floor area being ventilated?
   - Yes □
   - No □
   - N/A □

4. Where natural ventilation is provided through an adjoining room, is the unobstructed opening to the adjoining room at least 8%, but not less than 25 square feet, of floor area of the interior room?
   - Yes □
   - No □
   - N/A □

5. Where mechanical ventilation is provided, is the mechanical system operable?
   - Yes □
   - No □
   - N/A □

6. Where mechanical ventilation is provided in bathrooms, is the exhaust system operable and vented to the outside?
   - Yes □
   - No □
   - N/A □

7. Do all rooms other than kitchens, storage rooms, laundry rooms, corridors, habitable basements, bath and toilet rooms have a ceiling height of at least 7’ – 6”?
   - Yes □
   - No □

8. Do rooms such as kitchens, storage rooms, etc. have a ceiling height of at least 7’ – 0”?
   - Yes □
   - No □

9. a) Do habitable basements used for child day-care have a ceiling height of at least 7 feet?
   - Yes □
   - No □
   - N/A □
b) Do beams projecting below basement ceilings extend less than 10 inches below the ceiling?

Yes ☐ No ☐ N/A ☐

c) Does duct work projecting below basement ceilings extend less than 10 inches below the ceiling?

Yes ☐ No ☐ N/A ☐

d) Is the aggregate area of all projections less than 8% of the floor area of the basement?

Yes ☐ No ☐ N/A ☐

(A "habitable basement" means a story of a building that is partly or completely below grade and is normally used by the administrator as a family room, den, game room, or some similar purpose)

G. SUMMARY

(Negative responses to questions contained in preceding sections “A” through “F” may be required to be corrected to obtain a type “A” Family Day-Care Home license)

1. Inspector’s Note: Please provide additional detail whenever possible for “NO” answers. Attach additional sheets if more space is necessary.

2. Please Retain a copy of this report.

3. Send completed report to:

Type A Family Day-Care Home Owner/Administrator