

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](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**



Mike DeWine, Governor  
Jon Husted, Lt. Governor

**Department  
of Commerce**

**Sheryl Maxfield, Director**



## 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.**

***THIS CHECKLIST IS TO BE USED FOR A FACILITY PROPOSED TO BE OR LICENSED AS A TYPE A FAMILY DAY CARE HOME LOCATED WITHIN 1-, 2-, OR 3-FAMILY DETACHED STRUCTURES***

<b>Owner/Administrator's name:</b>	<b>Address/Street:</b>  <b>City/County/Zip:</b>	<b>Phone #</b>
<b>Building Inspector's name:</b>	<b>Jurisdiction:</b>	<b>Building Dept. Phone #</b>
<b>Fire Code Inspector's name:</b>	<b>Jurisdiction:</b>	<b>Fire Dept. Phone #</b>
<b>Date of Inspection:</b>		
<b>Inspection Type (check one)</b>		
Initial <input type="checkbox"/>	Annual <input type="checkbox"/>	Follow-up after alteration <input type="checkbox"/>



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Enter the requested information in the blank spaces provided below  
(PLEASE PRINT)

**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**