

Head Start of Lane County Site Sanitation Inspection

Date of inspection:		New Open Date:	
<input type="checkbox"/> New	<input type="checkbox"/> New Operator	<input type="checkbox"/> Renewal:	_____
		Renewal Date	
Hours of Operation		Capacity	Age Range

Facility Name	
Facility Address	
Regional Manager	Telephone Number
Food Service Manager	

In comp Not in comp.

Building Safety and Sanitation

_____	_____	Drinking water supply	_____
		• Approved by Health Dept. _____	
_____	_____	Sewage disposal	_____
		• Public	
		• Septic system	
_____	_____	Rodent and insect control.	_____
_____	_____	Toilets and bathroom sinks.	_____
		• Good repair	
		• Soap & paper towels	
		• Warm running water	
_____	_____	Center hazard free.	_____
		• Building good repair	
		• Equipment	
		• Toys	
_____	_____	Furniture safe, good repair	_____
_____	_____	Ventilation/Heating approved.	_____
_____	_____	Doors and windows used for ventilation equipped with fine mesh screen.	_____
_____	_____	Garbage / Refuse storage and disposal.	_____
_____	_____	Floors, walls, ceilings, shall be in good repair.	_____
_____	_____	Lead based paint shall not be used on walls, furnishings, toys, or equipment. (If playground equipment or building is pre-1978 paint may contain lead.)	_____

Playground Safety and Sanitation

_____	_____	Play equipment durable and safe.	_____
_____	_____	Material under play structures approved.	_____
_____	_____	Free of hazardous conditions.	_____
_____	_____	Well drained.	_____

Poison Control

_____ _____ Chemical storage.
• Kept in original container and labeled
• Secured by child-proof latch/lock
• Non-toxic finishes

_____ _____ Medical storage.
• Storage area has child proof latch/lock
• Stored in areas not accessible to children

Infection Control and Child Health Policy

_____ _____ Children not admitted with a child daycare restrictable disease.

_____ _____ Infant and toddler equipment and toys cleaned and sanitized after each use.

_____ _____ Crib, cots mats 2 ft apart if children placed head to toe; 3 ft apart otherwise.

_____ _____ Approved diaper changing procedures posted.

_____ _____ First aid supplies.
• Band-aids
• Adhesive tape
• Sterile gauze pads
• Wound cleaning agent
• Scissors
• Plastic disposable gloves
• Hepastat
• Temperature taking device

_____ _____ Handwashing sink in diapering area.
• Good repair
• Running warm water
• Soap and towels
• Restricted use

_____ _____ Ill child isolation area.

Animals in Center

_____ _____ Animals and animal areas clean, sanitary.

_____ _____ Animals vaccinated,

_____ _____ Animals other than cats and dogs caged,

_____ _____ Litter boxes not in an area accessible to children.

Health Division Approval Required

_____ _____ Storage / handling food.

_____ _____ Diaper changing and disposal.

_____ _____ Bathing infants.

_____ _____ Care of bed linen.

_____ _____ Handwashing procedure.

Health Division Approval Required (continued)

_____	_____	Serving formula.	_____
_____	_____	Storage and handling of bottles.	_____
_____	_____	Feeding infants.	_____
_____	_____	Family style eating plan (if applicable).	_____
_____	_____	Mats, cots and bed linen properly stored.	_____
_____	_____	Pacifier appropriately sanitized.	_____

Safe Food and Beverage Service

_____	_____	Food from approved source.	_____
_____	_____	Pasteurized and fortified milk	_____
_____	_____	Potentially hazardous food held at proper temperature. Proper temperature: Hot Cold	_____
		• Thermometer in each refrigerator.	
		• Probe thermometer used for hot food.	
_____	_____	Potentially hazardous food properly cooled.	_____
_____	_____	Potentially hazardous food properly reheated.	_____
_____	_____	Potentially hazardous food properly transported.	_____
_____	_____	Drinking water supplied in a sanitary manner.	_____
_____	_____	Dishwashing method approved.	_____
		• Mechanical	
		• Manual	
		• Sanitizer test paper	
_____	_____	Food preparation sink has air gap.	_____
_____	_____	All food prepared in kitchen or served appropriately.	_____
_____	_____	Food prepared and stored in a sanitary manner.	_____
_____	_____	Handwashing sink in kitchen.	_____
		• Approved sink	
		• Soap and towels	
		• Warm running water	
_____	_____	All food removed from the kitchen is discarded.	_____
_____	_____	Walls, floors and ceilings smooth, washable and easily cleanable.	_____
_____	_____	Walls, floors and ceilings clean.	_____

Head Start of Lane County Sanitation Inspection Form

Rules for the Oregon Department of Education

REMOVE THIS COVER
AND INSERT UNDER EACH SET
FOR WRITING BOARD