

# HEALTH SERVICES MONITORING

Completed by: \_\_\_\_\_ Classroom/Site: \_\_\_\_\_ Date: \_\_\_\_\_

ENVIRONMENTAL	COMMENTS/CONCERNS		
Do you hear the teachers more than the children?	What feeling do you get from the room?		
Are teachers actively supervising (scanning and counting children)?	Ask-How many children present?	Does the sign-in/out match number given?	
EMERGENCY	Y	N	COMMENTS/CONCERNS
Is the emergency board easily located?			
Is the phone easily visible and located?			
911 information listed near the phone, is the address and phone number of the center listed easily seen?			
Emergency Exit Maps with arrows posted on emergency board?			
Child abuse reporting # on Parent Board?			
Drill documentation on Emergency board and up-to-date?			
First Aid kit visible and easily accessed?			
First Aid kit fully stocked? <b>Classroom:</b> Disposable nonporous, latex-free gloves, Scissors, Non-glass, non-mercury thermometer to measure a child's temperature, Bandage tape, Sterile gauze pads, Flexible roller gauze, Cold pack, Tissues, Plastic Bags, Spill Kit Tweezers, Triangular bandages, Safety pins, Eye patch or dressing, Sterile water  <b>Kitchen:</b> Disposable nonporous, latex-free gloves, Scissors, Non-glass, non-mercury thermometer to measure a child's temperature, Bandage tape, Sterile gauze pads, Flexible roller gauze, Cold pack, Tissues, Plastic Bags, Spill Kit Tweezers, Triangular bandages, Safety pins, Eye patch or dressing, Sterile water			
Allergies posted in the classroom on emergency board? Further information on clipboard facedown? Allergies posted in kitchen?			
Medications? If yes, are they stored properly? Emergency Medications easily accessible out of reach of children?			

Individualized Health Action Plan(s) and Administration Form kept with the medications?			
<b>MATERIALS/EQUIPMENT</b>	<b>Y</b>	<b>N</b>	<b>COMMENTS/CONCERNS</b>
Toothbrush holder clean?			
Tooth brushes labeled? -toothbrushes in good condition			
Gloves easily accessed?			
Cleaners properly labeled? -cleaners out of reach of children and locked up?			
Outlets covered?			
Staff personal items locked up?			
Fire Extinguisher easily located and accessible?			
Cabinets and storage locked?			
Trash Can Covered?			
<b>BATHROOM/TOILETING/HYGEINE</b>	<b>Y</b>	<b>N</b>	<b>COMMENTS/CONCERNS</b>
Running Water? Liquid Soap? Toilet Paper?			
Children washing hands appropriately? Staff role modeling hand washing?			
Hand washing technique posted at children's level?			
Children brushing teeth at least once a day? Staff role modeling brushing their teeth?			
Staff sanitizing the sink before and after tooth brushing?			

<b>DISABILITIES</b>	<b>Y</b>	<b>N</b>	<b>COMMENTS/CONCERNS</b>
Disability Posters, Dolls and books?			
Teachers aware of children with IEPs and what those IEPs look like?			
<b>MENTAL HEALTH</b>	<b>Y</b>	<b>N</b>	<b>COMMENTS/CONCERNS</b>
Mental Health Resource poster located on parent board?			
As applicable are behaviors plans being followed?			
<b>KITCHEN/NURITION</b>	<b>Y</b>	<b>N</b>	<b>COMMENTS/CONCERNS</b>
Kitchen clean and uncluttered? Floors, cabinets (outside and inside), fridge, freezer, counter tops, trash cans, carts, etc. clean?			
Temperatures of food being checked? Refer to Current Temperature Chart Fridge/Freezer and Water being checked? Refer to Current Temperature Chart.			
Open food dated? Expired food on hand? Is expired food being documented? Cans rotated?			
Teachers eating with the children as role models?			
Is there family style dining? -Are the children serving themselves -Are their table helpers?			
Food being served match what is documented on the menu? -if changes are necessary are they documented on the posted menu?			
Menus being followed? All components listed on menu with correct serving sizes? -changes to menus being documented appropriately on all posted menus?			

Meal Counts update to date? Taken at time of service?			
Kitchen staff hair secured?			
<b>PLAYGROUND</b>	<b>Y</b>	<b>N</b>	<b>COMMENTS/CONCERNS</b>
Fences and gates closed and secured?			
Playground accessible for all children and staff including disabled?			
Playground surface safe and free of debris, snakes, tall grass, etc.			
Playground equipment in good shape? (no protruding nails, tripping hazard, etc. )			
First Aid Kit taken on playground?			
Active Supervision on playground?			
<b>OTHER</b>	<b>Y</b>	<b>N</b>	<b>COMMENTS/CONCERNS</b>
Are staff wearing name badges, mouth shields and gloves?			
Check Teacher Tracking Form			

**OTHER COMMENTS/CONCERNS:** \_\_\_\_\_

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**Staff Signatures:** \_\_\_\_\_ **Date:** \_\_\_\_\_