

# 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?			
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> Gloves, band-aids & Gauze (large & small), tape, cold pack, ace bandage, CPR mouth shield, tweezers, scissors, plastic bags, thermometer and cover probe covers, Ace bandages, safety pins  <b>Kitchen:</b> Gloves, band-aids & Gauze (large & small), tape, cold pack, ace bandage, CPR mouth shield, tweezers, scissors, plastic bags, thermometer and cover probe covers, Ace bandages, safety pins			
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 in First Aid kit?			

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? -changes to menus being documented in the classroom, hallway and the kitchen?			

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 and classroom?			
<b>OTHER</b>	<b>Y</b>	<b>N</b>	<b>COMMENTS/CONCERNERS</b>
Are staff wearing name badges, mouth shields and gloves?			
Review child sign in/out sheet. Verify the correct number of children are present.			
Check Teacher Tracking Form			

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

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