

## What to Expect- Institution Inspections at Childcare Centers

In addition to the Department of Human Services daycare registration, the Delaware County Health Department certifies and inspects all childcare centers to assure compliance with elements of health, sanitation, and safety in the childcare setting. A childcare center is a facility in which seven or more children unrelated to the operator receive childcare services. An inspection of the food service at these facilities is also conducted and a separate food facility license is required.

The routine, unannounced inspections will be conducted up to twice annually, with follow-up inspections and complaint-based inspections to be conducted as needed. The Delaware County Health Codes relating to childcare centers are [Chapter 400](#): 404 Sanitation of Institutions and Section 406 Child Day Care Centers. Inspections are based on the health code and address:

- Presence of insects, rodents, or other vermin
- Handwashing
- Sanitization procedures
- Sanitation of childcare areas and equipment
- Condition of physical facilities and toilet facilities
- Presence/handling/storage of any hazardous materials
- Water supply
- Waste disposal

Environmental Health Specialists (EHS) from the Delaware County Health Department will provide county-issued identification upon entry. Confirmation of identity may be conducted through the Delaware County Wellness Line at 484-276-2100. Refusal to complete the inspection may result in disruptions to your business.

*All EHS have completed the Department of Human Services Child Abuse History Clearance, Pennsylvania State Police Request for Criminal Records Check, and Federal Criminal History Record Information (CHRI).*

The EHS will confirm and update the facility information including business name, owner, address, phone number, email address, capacity, water supply, and sewage disposal. Documentation such as the Integrated Pest Management Plan, Gastrointestinal Outbreak Policy, Employee Health Reporting Policy, and Bodily Fluid Clean-Up Policy may be requested for review. The EHS conducting the inspection will tour all childcare spaces, toilet rooms, diaper changing areas, food preparation areas, storage areas, play areas, refuse storage areas, and basements if applicable. All violations observed during the inspection will be reviewed with the person in charge and inspection reports will be provided by email within 24 hours. The violations must be corrected within the timeframe specified. Failure to correct violations may result in disruptions to your business.

Some of the most common violations include:

- Blood clean-up kit not available
- Vomit and diarrhea clean-up kit not available
- Handwashing sinks do not provide hot water (90°F - 110°F)
- Chlorine test kit not available to measure sanitizing solution mixed on-site

- Rest equipment not labeled for the use of a specific child
- Diapering surfaces not smooth, nonabsorbent, and easily cleanable
- Facility persons do not wear disposable gloves during the diaper changing process
- Child care center does not have an [Integrated Pest Management Plan](#) in place.

Institution Certifications must be renewed annually. The Institution Certification Application and fee information is available on our [website](#).

New child care centers must complete and submit the [Institution Plan Review Application](#) in addition to the [Institution Certification Application](#).

### **Childcare Centers with Food Service**

The food service at the childcare center will be inspected at the same time as the institution inspection.

The Delaware County Health Codes relating to food facilities are [Chapter 300](#) Food Safety at Retail Food Facilities. If a child care center is providing food service, a [food safety certified manager](#) must be present during all hours of operation.

Food Facility Licenses must be renewed annually. The Food Facility License Application is available on our [website](#). For more information, please see [Food Facilities](#).

Please contact the Delaware County Health Department at 484-276-2100 with any questions.

