

DEPARTMENT FOR CHILDREN AND FAMILIES
Foster Care and Residential Facility Licensing Division
555 South Kansas Ave. • 2nd Floor • Topeka, KS 66603
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Website: <http://FosterLicensing.dcf.ks.gov>

Licensed & Approved Family Foster Home Initial Survey Instrument

To be completed by CPA Licensing Social Worker

Annual Review Date _____

License/Approval Number _____ County _____ Type of Survey: Initial Annual Other _____
(specify)

Name of Applicant/Licensee (exactly as it appears on the license) _____ Telephone Number _____ Email Address _____

Physical Address of the Facility _____ Street Address _____ City _____ Zip Code _____ Sponsoring Child Placing Agency _____

SECTION I 1st ON-SITE SURVEY CONDUCTED ON: _____ BEGINNING TIME OF SURVEY: _____ ENDING TIME OF SURVEY: _____
MM / DD / YYYY

Surveyor Findings:

Full compliance with state requirements. Licensure is recommended and applicant/licensee was given a copy of the Notice of Survey Findings. **(Sign, date and submit original survey instrument to DCF at this time.)**

The applicant/licensee agrees with these recommendations: Age Range recommended: _____ to _____ # of Children _____ Specific Child _____

Areas of non-compliance identified. Recommend licensure be withheld pending full compliance. Applicant/Licensee was given a copy of the Notice of Survey Findings. Surveyor provided consultation for meeting compliance. **(Surveyor will either conduct compliance inspection or receive acceptable corrections. Complete Section II and Section III as applicable.)**

SECTION II

All non-compliance was corrected during the 1st on-site visit, a satisfactory corrective action plan was accepted, or corrections were received. No on-site compliance check is necessary. **Licensure recommended. (Sign, date and submit original survey instrument to DCF at this time.)**

2nd ON-SITE SURVEY WAS CONDUCTED ON: _____ BEGINNING TIME OF SURVEY: _____ ENDING TIME OF SURVEY: _____

Compliance check was conducted on the date listed above. All items of non-compliance were verified as corrected or a satisfactory corrective action plan was accepted. Applicant/Licensee was given a copy of the Notice of Survey Findings. Licensure recommended. **(Sign, date and submit original survey instrument to DCF at this time.)**

Administrative Review Requested. Compliance check was conducted on the date listed above. Progress toward compliance noted. However, some areas of non-compliance remain and additional time is required. Applicant/Licensee was given a copy of the Notice of Survey Findings. **Recommend follow-up by the sponsoring child-placing agency.** Licensure recommended following receipt by DCF of documentation that corrections are complete. **(Complete Section III as applicable. Sign, date and submit original survey instrument to DCF.)**

Administrative Review Requested. Compliance check was conducted on the date listed above. Administrative Review requested due to documented areas of non-compliance. Applicant/Licensee was given a copy of the Notice of Survey Findings. **(Complete Section III as applicable. Sign, date and submit original survey instrument to DCF.)**

SECTION III: SUMMARY – Check if one or more of the following were present at the first or second on-site survey.

Citations: One or more of the following were cited: Over-Capacity Children Unsupervised Serious Hazards Prohibited Punishment Other; Describe. _____

Surveyor's Signature

Agency Represented

Email Address

Date

Records for Adult Household Members and Caregivers

Complete for all adult household members (including children 18 years and older who are in college or armed service), substitute caregivers, and adults in Informal Visitation family.

Key: *

Self = Applicant/Licensee(s).

SC = Substitute Caregiver - Replaces the Applicant/Licensee.

IV = Adult member of an Informal Visitation family.

N/A = Does not provide care - This may be the older children of the applicant/licensee if they are not regular caregivers. Indicate if older child is at college or away in service.

Other = Describe (For example, an older relative who lives in the home but is not considered a caregiver.)

Name	Date of Birth	Relationship to Applicant/Licensee	Background Check	Health Assessment	Negative TB	PS-MAPP or other approved preparatory training	First Aid Training	Medication Administration Training	Universal Precautions Training	Approved In-service (Describe how met: topic/hours) At least 2 clock-hours of group training	Complete if Applicable				
											CPA Approval of Informal Visitation (IV) Plan	Read/Agrees to follow: CPA Confidentiality /Discipline Policies (IV)	Physical Restraint Training	Valid Driver's License	Life Saving Cert. or CPR

C = Compliance (Directly observed OR the regulation was explained; applicant/licensee understands)

NC = Noncompliance

NA = Not Applicable

All questions are to be answered based on the age range on the license.

CHILDREN'S RECORDS

1. Complete for all household members under 18 years of age (including foster parents' own children. **Children 16 years and older also require a negative TB test or chest x-ray on file.** Also list foster parents' own children who are not full-time residents of the household; indicate their status under "Comments".
2. List **all** children in foster care under 23 years of age who are currently in placement (including those in Respite Care).
3. Include Date of Birth for **all** children.

Name of child Gender (M/F)	Date of Birth	✓ if in Placement	Date Placed	Placement Agreement KAR 28-4-809(a)(3)	Additional Placement Information KAR 28-4-809 (b)(1)(A-J) & KAR 28-4-809(b)(2)	Release of Confidential Information KAR 28-4-808(e)(2)	Medical/Surgical Consent KAR 28-4-808(e)(5)	Health Assessment Date Mo/Yr KAR 28-4-819(c)(1);(d)(2)	Dental Record KAR 28-4-819(d)(6)	Medical Record KAR 28-4-819(d)(2)(7)	Current Immunizations KAR 28-4-808(c)(2) KAR 28-4-819©(2); (d)(5)	TB Test (if applicable) KAR 28-4-819(e)	Driver's License KAR 28-4-816(d)(3)	Physician's name, address & phone # in case of emergency KAR 28-4-808(e)(6)	✓ if Case Plan Authorizes Physical Restraint KAR 28-4-808(e)(3)	✓ if Documentation – Use Of Physical Restraint KAR 28-4-808(e)(4)	Comments or Violations

*Medical/Surgical Consent form -- Children who are under the court may have signature by a judge, or by the legal custodian if journal entry/custody order permits.

C = Compliance (Directly observed OR the regulation was explained; applicant/licensee understands,
NC = Noncompliance
NA = Not Applicable

All questions are to be answered based on the age range on the license.

K.S.A. 65-501 and K.A.R. 28-4-801 License Required

If initial applicant(s) and no temporary permit or license has been issued by DCF, I/we do not have unrelated children in care that exceeds the criteria for care that does not require licensure.

C NC N/A

K.S.A. 65-504 Licenses and K.A.R. 28-4-804

License is prominently displayed

C NC N/A

K.S.A. 65-512 Inspections.

Surveyor is given right of entry and access to every place on the premises.

C NC

Surveyor is provided with records which are required to be inspected [And K.A.R. 28-4-808].

C NC

K.S.A. 65-513 Changes or Alterations Required to Comply.

Licensee understand that it is her/his responsibility to make changes or alterations provided in any Notice of Survey Findings within 5 days of the receipt of the notice.

C NC

K.A.R. 28-4-802 License Requirements.

Applicant/Licensee:

(b) Be at least 21 years of age

C NC

(c) Has sufficient income/resources to meet the needs of foster family and to maintain compliance with regulations.

C NC

(d) Has participated in required family assessment.

C NC

(f) Maintains ongoing sponsorship with a child-placing agency.

C NC

K.A.R. 28-4-804 Terms of License.

(a) Terms of License

(2) Each child in foster care is at least five years younger than the youngest applicant/licensee.

C NC

(3) License capacity is maintained.

C NC

(4) Applicant/Licensee is licensed for, and providing only one form of care on the same premises.

C NC

(5) Care is not provided for any adult unrelated to the applicant/licensee.

C NC

(b) Validity of license

(1) Only for the individual(s) and the address on the temporary permit/licensee.

C NC

(c) Application for renewal is submitted prior to renewal date.

C NC N/A

(d) Request for Amendment is submitted to DCF prior to changing license capacity or ages of children served.

C NC N/A

(e) Written exceptions granted by DCF are kept on file and are accessible [And K.A.R. 28-4-808(a)(3)].

C NC N/A

K.A.R. 28-4-805 Background Checks.

Name of Applicant/Licensee _____

(a) KBI/DCF form is submitted with Initial/Renewal application. C NC

Documentation kept on file [K.A.R. 28-4-808(a)(5)]. C NC

(b) KBI/DCF form is submitted before:

(1) New resident, employee, or volunteer over 10 years of age begins. C NC

(2) New caregiver at least 14 years of age. C NC

(3) New individual 10 years or over in informal visitation home. C NC

Documentation kept on file [K.A.R. 28-4-808(a)(5)]. C NC

(c) and (d) Initial applicants (and individuals licensed on or after July 1, 2007) obtain:

(1) Child abuse and neglect background check from each previous state of residence for prior 5 years for each individual 18 and older. C NC N/A

(2) Fingerprint-based background check from the national crime identification databases (NCID) for each applicant/licensee. C NC N/A

Documentation kept on file [K.A.R. 28-4-808(a)(5)]. C NC N/A

(e) Licensee obtains additional background checks for individuals 10 or older when requested by DCF or the sponsoring child-placing agency. C NC

Documentation kept on file [K.A.R. 28-4-808(a)(5)]. C NC

(f) Background checks are obtained following DCF procedures. C NC

(g) Fees associated with background checks are the applicant/licensee's responsibility. C NC

K.A.R. 28-4-806 Training

(a) Prelicensure. Prior to licensure, applicant has completed:

(1) PS – MAPP (or other DCF-approved course). C NC

(2) Face-to-face, instructor-led first-aid (at least 3 clock-hours). C NC

(3) Training in universal precautions. C NC

(4) Medication administration training. C NC

(b) Annual in-service is completed (at least eight hours, two of which are through group training). C NC N/A

(c) Additional training requirements:

(1) Licensee participates in any additional or alternative training required by the child-placing agency. C NC

(2) Current certification in DCF-approved physical restraint and de-escalation training (if using physical restraint). C NC N/A

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(d) Noncompliance with annual in-service requirements

- (1) Licensee completes corrective action plan. **C NC**
- (2) Corrective action plan includes licensee's plan for maintaining compliance. **C NC**
- (3) Licensee does not accept any new child for placement until corrective action plan is successfully completed. **C NC**

K.A.R. 28-4-807 Reporting Requirements.

- (a) Licensee reports infectious or contagious disease
 - (1) To local health department by the next working day. **C NC**
 - (2) Notifies CPA for each incident for each child in foster care. **C NC**
- (b) Licensee notifies CPA if a child in foster care requires hospitalization or emergency room care. **C NC**
- (c) Licensee reports a positive TB test for any individual residing, working, or volunteering to KDHE's TB Control program by the next working day [And K.A.R. 28-4-819(e)(3)]. **C NC**
- (d) Critical incidents (If NC, identify specific subsection below).
 - (1) Licensee reports immediately to the child's placing agent and the sponsoring CPA: **C NC**
 - (A) Fire or other damage to property.
 - (B) Vehicle accident involving a child in foster care.
 - (C) Missing or runaway child in foster care.
 - (D) Physical restraint of a child in foster care
 - (E) Injury of a child in foster care requiring medical attention.
 - (F) Death of a child or any other resident of the FFH.
 - (G) Arrest of a child in foster care.
 - (H) Incident involving presence of law enforcement.
 - (I) Complaint investigation by DCF.
 - (J) Any other incident that jeopardizes the safety of a child in foster care.
 - (2) Licensee submits written report to the CPA by the next working day. **C NC**
 - (3) Licensee ensures that report is submitted to DCF by the next working day in the event of a death of a child in foster care or any individual living in the FFH. **C NC**
 - (4) Copy of each report is kept on file at the FFH [And K.A.R. 28-4-808(A)(6)]. **C NC**
- (e) Abuse and neglect
 - (2) Each caregiver reports suspected abuse or neglect of a child in foster care to DCF or law enforcement within 24

hours of discovery. (By phone or in writing).

- (3) Licensee notifies CPA of suspected abuse or neglect of a child in foster care within 24 hours of discovery. (By phone or in writing). **C NC**

K.A.R. 28-4-808 Recordkeeping; Confidentiality

(a) Family Foster Home records on file, including:

- (4) FFH regulation book. **C NC**
- (e)(2) Authorization, if any for disclosure of confidential information for the child in foster care. **C NC N/A**
- (f) Records are kept on file in the FFH in a manner that ensures confidentiality. **C NC**

K.A.R. 28-4-809 Placement Information and Departure Requirements

- (a) The following information is on file prior to or at the time a licensee accepts a child in foster care for placement: [And K.A.R. 28-4-808(e)(1)]
 - (1) Approval of the sponsoring CPA. **C NC**
 - (2) Signed medical and surgical consent forms, [And K.A.R. 28-4-808(e)(5)], OR
 - A provision for obtaining the forms (in the case of after-hours emergency placement) **C NC**
 - (3) Completed placement agreement, OR
 - Completed emergency placement form. **C NC**
 - (4) Description of circumstances leading to the current placement, AND
 - Reason the child in foster care came into custody (if known). **C NC**
 - (5) Description of the child's recent circumstances, including medical problems, mental health concerns, and safety concerns. **C NC**
 - (6) Information about the child's medication and dietary needs, AND
 - The name of each of the child's current health care providers (if known) [And K.A.R. 28-4-808(e) (6)]. **C NC**
 - (7) Any known allergies. **C NC**
 - (8) Contact individual for the last educational program attended by the child. **C NC**
- (b) Other required placement information.
 - (1) Licensee reviews the following information no later than 14 calendar days after placement:
 - (A) Copy of the court order authorizing the placement of the child in foster care. **C NC**

- (B) Designation of the race or cultural heritage of the child, including tribal affiliation, if any. **C NC**
- (C) Completed and signed placement agreement, including emergency contact information. **C NC**
- (D) Signed medical and surgical consent forms. **C NC**
- (E) Name, address, and phone number of the child's parents or legal guardian. **C NC**
- (F) The spiritual or religious affiliation of the child and the child's family. **C NC**
- (G) The child's placement history summary, including contact information for advocates. **C NC**
- (H) Description of the positive attributes and characteristics of the child. **C NC**
- (I) Contact information for the responsible child-placing agent. **C NC**
- (J) Copy of the current case plan (if completed), OR
If not completed, licensee obtains a copy within 14 calendar days of the completion of the plan. **C NC**
- (2) Licensee requests from the CPA any required information that is not on file.
The request is documented. **C NC**
- (c) Licensee sends the following with the child at the time of departure from the FFH: **C NC**
 - (1) All possessions brought with the child to the FFH that are usable or that have special significance to the child. **C NC**
 - (2) All savings from gifts, allowances, and earnings. **C NC**
 - (3) All usable clothing, school supplies, recreational equipment, gifts, any other items purchased for and given to the child during placement at the home. **C NC**
 - (4) The child's life book. **C NC**

K.A.R. 28-4-810 Case Plan.

- (a) Licensee is an active participant on the case- planning team. **C NC**
- (b) Licensee's participation includes the following:
 - (1) Identifying and sharing information, including any treatment outcomes achieved and the attainment of life skills. **C NC**
 - (2) Reporting the child's behaviors and other important information as indicated in the child's case plan. **C NC**
 - (3) Recommending changes in the child's case plan, including approval needed for special activities or privileges. **C NC**
 - (4) Giving the child-placing agent additional significant information about the child as it becomes known. **C NC**
- (c) Licensee does not disclose medical or social information relating to any child in foster care without authorization from the child-placing agent, unless disclosure is directly related to obtaining necessary services or ensuring safe involvement in activities [And K.A.R. 28-4-808(e)(2)and K.A.R. 28-4-808(f)]. **C NC**
- (d) Licensee implements provisions assigned to the licensee in the case plan and follows policies of the CPA for the care of the child. **C NC**
- (e) Licensee seeks consultation and direction from the child-placing agent or CPA if issues arise between the licensee and the child in foster care. **C NC**

K.A.R. 28-4-811 Caregiver Qualifications; Supervision

- (a) Each caregiver is qualified by the temperament, emotional maturity, judgment, and the understanding of children necessary to maintain the health, comfort, safety, and welfare of children in foster care. **C NC**
- (b) Licensee ensures that each child in foster care is supervised in accordance with the child's age, maturity, risk factors, and developmental level. **C NC**
Additional supervision is provided when:
 - (1) The child has mental health issues related to risk-taking behaviors. **C NC**
 - (2) The child would be a danger to self or others. **C NC**
 - (3) The child functions below the child's chronological age level. **C NC**
 - (4) The child is unable to engage in self-care. **C NC**
- (c) Licensee ensures substitute care and supervision when:
 - (1) The licensee is absent between the hours of 6:00 am and midnight, and: **C NC**
 - (A) The absence is less than four hours, the substitute is at **C NC**

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- least 14 years of age AND at least 3 years older than the oldest child in foster care.
- (B) The absence is from four to ten hours, the substitute caregiver is at least 16 years of age AND at least 3 years older than the oldest child in foster care. **C NC**
- (2) The licensee is absent for more than 10 hours OR for any period between midnight and 6:00 am, the substitute caregiver is at least 18 years of age AND at least three years older than the oldest child in foster care. **C NC**
- (d) A child in foster care who is at least 12 years of age is permitted to stay at home without adult supervision between the hours of 6:00 am and midnight only if:
 - (1) The potential for self-care is identified and written approval is included in the child's case plan. **C NC**
 - (2) Each child's specific risk-factors are considered in developing the self-care plan. **C NC**
 - (3) The licensee has a written self-care plan for each child in foster care in the home in the absence of the licensee. Self-care plan is approved by the sponsoring CPA and the child's child-placing agent. **C NC**
 - (4) Only children residing in the home are present during self-care. **C NC**
 - (5) Minimum age and maximum time limits are followed:
 - (A) Child at least 12 years of age – maximum two consecutive hours; no more than four hours each day. **C NC**
 - (B) Child at least 14 years of age – maximum four hours each day. **C NC**
 - (C) Child at least 16 years of age – maximum 10 hours each day. **C NC**

K.A.R. 28-4-812 Respite Care

Home is approved for Respite Care Yes No

- (a) Respite care may be provided for a child placed in another foster home if
 - (1) The respite care provider is in compliance with all FFH Regulations. **C NC N/A**
 - (2) The sponsoring CPA has approved the FFH to provide respite care. Written approval is on file in the FFH [And K.A.R. 28-4-808(a)(1)(A)]. **C NC N/A**
 - (b) When short-term respite care is provided, the number and age-range authorized on the temporary permit or license is not exceeded by more than two additional children in foster care or a sibling group of any size. **C NC N/A**

- During sleeping hours, an individual bed is available for each child. **C NC N/A**
- (c) When long-term respite care is provided, license capacity is not exceeded. **C NC N/A**

K.A.R. 28-4-813 Child Growth and Development.

- (a) Licensee provides for the growth and development of each child in foster care by providing the following:
 - (1) Contact with the family of the child in foster care in accordance with the case plan. **C NC**
 - (2) Access to individual, school, and community recreational activities according to the child's age and interest. **C NC**
 - (3) Privacy. **C NC**
 - (b) Licensee meets the cultural and religious needs of each child in foster care placed in the FFH. **C NC**
 - (c) Licensee provides an adequate supply of play equipment, materials and books that are:
 - (1) Suitable to the developmental needs and interests of each child in foster care. **C NC**
 - (2) Safe, clean, and in good repair. **C NC**
 - (d) Licensee provides the following to each child in foster care:
 - (1) Facilitation of the child's timely enrollment and school attendance in a local school district, or when appropriate, the child's district of residence AND Facilitation of the child's regular attendance at school or any other place of instruction in accordance with the child's individual education plan. **C NC**
 - (2) Assistance in learning basic life skills in preparation for life after foster care. **C NC**

K.A.R. 28-4-814 Family Life

- (a) Licensee provides the following for each child in foster care:
 - (1) Inclusion of the child in the daily life of the family, including eating meals with the family and participating in recreational activities. **C NC**
 - (2) Ensuring that each child is provided with the same opportunities that are provided to other children residing in the home. **C NC**
 - (3) Ensuring that each child is provided access to schools, church, recreational and health facilities and other community resources. **C NC**
 - (b) Licensee provides a daily routine that includes:

- (1) Active and quiet play, both indoors and outdoors. **C NC**
- (2) Rest and sleep. **C NC**
- (3) Nutritious meals and snacks in accordance with the FDA's recommended daily allowances [And K.A.R. 28-4-817(b)]. **C NC**
- (c) Essential and special items.
 - (1) Licensee ensures that each child is provided with:
 - (A) Food and shelter. **C NC**
 - (B) Nonprescription medical needs. **C NC**
 - (C) Clothing and shoes. **C NC**
 - (D) Toiletries and personal hygiene products. **C NC**
 - (E) Birthday and holiday gifts. **C NC**
 - (2) Licensee notifies the CPA and the child's child-placing agent when the licensee identifies a need for special items, including:
 - Clothing and fees for instructional or extra-curricular activities; school pictures; athletic and band instrument fees; cap and gown rental and prom clothing. **C NC**
 - (d) Licensee provides an allowance to each child in foster care equal to that of any other children of similar age in the FFH who receive an allowance. **C NC**
 - (e) Each child in foster care has the opportunity to earn spending money at tasks or jobs.
 - Money earned belongs to the child. **C NC**
 - The child is not forced to provide for needs that otherwise would be provided by the licensee. **C NC**
 - (f) Licensee permits each child in foster care to perform only tasks that are within the child's ability, are reasonable, and are similar to expectations for others in the household. **C NC**
 - (g) Extended family members identified as resources for informal visitation.
 - (1) Licensee meets the following requirements for each:
 - (A) Describe the relationship to the licensee. **C NC N/A**
 - (B) Submit a request for required background checks. **C NC N/A**
 - (C) Obtains a copy of the current driver's license for each individual who could provide transportation during visitation. **C NC N/A**
 - (D) Provide to the CPA documentation that the individual has read and agrees to follow the confidentiality policy and the discipline policy of the CPA. **C NC N/A**
 - (E) Ensure that each has emergency contact numbers and a crisis plan in case of emergency. **C NC N/A**
 - (F) Ensure that either an original or a copy of each medical

- consent form and a copy of each health assessment are provided for each child participating in informal visitation.
- (2) Licensee obtains the sponsoring CPA's approval of the informal visitation plan before using [And K.A.R. 28-4-808(a)(1)(B)]. **C NC N/A**
- (3) Licensee provides the sponsoring CPA with the required information. **C NC N/A**
 - Copy kept on file in the FFH [And K.A.R. 28-4-808(b)(4)]. **C NC N/A**
- (4) Licensee reports the following to the CPA:
 - (A) The date of each informal visitation. **C NC N/A**
 - (B) The identified extended family member's name and address. **C NC N/A**
 - (5) Licensee ensures the following:
 - (A) Each identified extended family member is informed of the content of the FFH regulations. **C NC N/A**
 - (B) Supervision that ensures the health, safety, and welfare of each child in foster care is provided by an individual 18 years or older. **C NC N/A**
 - (h) Licensee permits a child in foster care to participate in sleepovers in unlicensed homes if:
 - (1) The purpose is participation in a social event that is normal for the child's age and development. **C NC**
 - (2) Participation in sleepovers is not precluded in the child's case plan. **C NC**
 - (3) The licensee confirms the invitation with the parent of the child to be visited and determines that appropriate supervision will be provided by an individual 18 years of age or older. **C NC**
 - (i) Licensee allows a child in foster care to participate in a high-risk sport or recreational activity ONLY if:
 - (1) Written permission for the specific activity is obtained from the parent, legal guardian, or legal custodian of the child in foster care and from the child's child-placing agent. **C NC**
 - (2) Licensee assesses the individual child-specific risk factors before giving permission. **C NC**
 - (3) Required protective safety gear is used. **C NC**
 - (4) A safety plan is developed and followed. **C NC**
 - (5) Direct supervision is provided by an individual 18 or older. **C NC**

K.A.R. 28-4-815 Behavior Management; Prohibited Punishment; Physical Restraint; Notification

(a) Behavior management practices.

(1) Licensee ensures that positive methods are used for behavior management; appropriate to the age and developmental level of the child in foster care.	C	NC	on the FFH or to express gratitude to the licensee.			
(2) Caregivers use methods of behavior management designed to help each child develop inner controls and manage the child's own behavior in a socially acceptable manner.	C	NC	(6) No caregiver uses physical restraint to manage behavior unless all of the following are met:	C	NC	N/A
(3) If time-out is used, it is in accordance with the child's age and developmental level and only long enough to regain self-control.	C	NC	(c) Physical restraint			
(4) For each child in foster care who is unable to develop self-control, behavior management techniques are approved, in writing, by the case planning team.	C	NC	(1) Each caregiver ensures that prior to using physical restraint, other de-escalation methods are used.	C	NC	N/A
(b) Prohibited punishment			If physical restraint is necessary, for the child's own protection or the protection of others, the child is held as gently as possible to manage the child's behavior.	C	NC	N/A
(1) No individual shall use any of the following means or methods of punishment on a child:	C	NC	(2) No bonds, ties, or straps are used to restrict movement. The child in foster care is held only until one of the following is achieved:	C	NC	N/A
(A) Punishment that is humiliating, frightening, or physically harmful to the child.	C	NC	(A) The child regains behavioral control.	C	NC	N/A
(B) Corporal punishment, including hitting with the hand or any object, yanking arms or pulling hair, excessive exercise, exposure to extreme temperatures, or any other measure that produces physical pain or threatens the child's health or safety.	C	NC	(B) The child is no longer a threat to self or others.	C	NC	N/A
(C) Restricting movement by tying or binding.	C	NC	(C) The restraint has lasted 20 minutes with no improvement in the child's behavior.	C	NC	N/A
(D) Confining a child in a closet, box, or locked area.	C	NC	(3) Each caregiver using physical restraint in any situation other than an emergency has a current certificate on file documenting training in de-escalation methods and physical restraint procedures and techniques.	C	NC	N/A
(E) Forcing or withholding food, rest, or toilet use.	C	NC	(4) The licensee has on file a case plan authorizing physical restraint for each child in foster care whose behavior cannot be managed by less intrusive methods and whose behavior requires the use of physical restraint on a recurring basis [And K.A.R. 28-4-808(e)(3)].	C	NC	N/A
(F) Refusing a child access to the family foster home.	C	NC	(d) Each caregiver informs the child's child-placing agent and the sponsoring CPA each time physical restraint is used.	C	NC	N/A
(G) Mental and emotional cruelty, including verbal abuse, derogatory remarks about a child in foster care or the child's family, statements intended to shame, threaten, humiliate, or frighten the child, or threats to expel a child from the home.	C	NC	(1) Licensee documents each use of physical restraint [And K.A.R. 28-4-808(e)(4)] on a form that includes:			
(H) Placing soap, or any other substance that stings burns, or has a bitter taste in the child's mouth or on the tongue or any other part of the child's body.	C	NC	(A) The child's name and birth date.	C	NC	N/A
(2) No caregiver gives medications, herbal or folk remedies, or drugs to control or manage behavior, except as prescribed by the licensed physician or licensed nurse practitioner of the child in foster care.	C	NC	(B) The date and the start and end times of the physical restraint.	C	NC	N/A
(3) No child in foster care is forced to participate in publicity or promotional activities.	C	NC	(C) Description of the other de-escalation methods attempted before the use of physical restraint.	C	NC	N/A
(4) No caregiver publicly identifies any child in foster care to the embarrassment of the child.	C	NC	(D) Description of the child's behaviors and condition and the incidents that led to the use of physical restraint.	C	NC	N/A
(5) No child in foster care is forced to acknowledge dependency	C	NC	(E) Description of the child's behavior during and following the physical restraint.	C	NC	N/A
			(F) Description of any follow-up actions taken.	C	NC	N/A
			(G) Name of the individual who used physical restraint on the child.	C	NC	N/A
			(H) Name of the licensee completing the report and the date	C	NC	N/A

All questions are to be answered based on the age range on the license.

completed.

- (2) Licensee files the report with the CPA no later than the next working day following the use of physical restraint.

C NC N/A

The use of physical restraint as an emergency intervention is reported to the CPA at the conclusion of the intervention when the child is no longer a danger to self or others.

C NC N/A

K.A.R. 28-4-816 Transportation

Licensee ensures the following:

- (a) The following are met when any vehicle used for transportation of a child in foster care is owned or leased by a foster family member or is driven by a child in foster care:

- (1) Trailers pulled by another vehicle, camper shells, and truck beds not used to transport children.

C NC

- (2) Vehicle maintained in safe condition.

C NC

- (3) Covered by accident and liability insurance required by the state of Kansas.

C NC

Documentation kept on file [K.A.R. 28-4-808(a)(8)].

C NC

- (4) First aid kit is in vehicle includes:

Disposable nonporous gloves.

C NC

Cleansing agent.

C NC

Scissors.

C NC

Assorted bandages.

C NC

Adhesive tape.

C NC

Roll of gauze.

C NC

Gauze squares (at least 4" x 4").

C NC

Elastic bandage.

C NC

- (b) Each driver of any vehicle used to transport children in foster care has a valid driver's license appropriate for the type of vehicle being used.

C NC

- (c) Use of seat belts and child safety seats includes:

- (1) Each individual secured by seat belt or child safety seat when vehicle is in motion.

C NC

- (2) One child per seat belt or child safety seat.

C NC

- (3) Seat belt properly anchored to vehicle.

C NC

- (4) When a child safety seat, including a booster seat is required, the seat meets the following requirements:

- (A) Current federal approval.

C NC N/A

- (B) Installed according to manufacturer' instructions and vehicle

C NC N/A

owner's manual.

- (C) Appropriate to the height, weight, and physical condition of the child, according to the manufacturer's instructions and Kansas statutes and regulations.

C NC N/A

- (D) Maintained in safe operating condition

C NC N/A

- (E) Labeled with the date of manufacture and model number

C NC N/A

- (F) No missing parts or cracks in the frame and has not been in a crash.

C NC N/A

- (d) Health and safety of children protected as follows:

- (1) Passenger doors locked while vehicle is in motion.

C NC

- (2) Order maintained at all times.

C NC

Driver ensures that vehicle is not in motion if behavior of occupants prevents safe operation.

C NC

- (3) All parts of child's body in vehicle at all times.

C NC

- (4) Children enter and exit the vehicle away from traffic.

C NC

- (5) Children less than 10 years are not left in a vehicle unattended by an adult.

C NC

Driver makes sure that no child is left in vehicle when vacated.

C NC

- (6) No smoking in the vehicle, whether or not a child is in the vehicle.

C NC

- (7) Medical and surgical consent forms and health assessments are in the vehicle when a child is transported 60 miles or more from the FFH.

C NC

- (e) Before a child in foster care may drive, the following are met:

- (1) Permission is obtained from the parent or guardian.

C NC N/A

- (2) Child's case plan includes driving privileges.

C NC N/A

- (3) Child has a valid driver's license and meets the requirements of the Kansas motor vehicle drivers' license act.

C NC N/A

- (f) Any resident who is at least 16 years but not yet 18 years may transport a child in foster care who attends middle school or junior high school to and from school without an accompanying adult if the following conditions are met:

- (1) Requirements of subsections (a) through (e) are met.

C NC N/A

- (2) Driver has a valid driver's license and meets the requirements of the Kansas motor vehicle drivers' license act.

C NC N/A

- (3) Written approval from parent or legal guardian and child-

C NC N/A

placing agent.

- (g) Any child in foster care who attends high school may be transported to/from school, work, or social activities by a driver who is between 16 and 18, if the following are met:
 - (1) Driver has a valid driver's license and meets the requirements of the Kansas motor vehicle drivers' license act. **C NC N/A**
 - (2) Written approval from parent or legal guardian and child-placing agent. **C NC N/A**
 - (h) Any child in foster care who is a parent and who meets the requirements of subsections (a) through (e) may transport any child of that parent. **C NC N/A**

K.A.R. 28-4-817 Nutrition, Food Handling and Storage.

- (a) Licensee ensures for each child in foster care:
 - (1) Children under 12 months are held when bottle-fed until they can hold their own bottle. **C NC N/A**
 - (2) Sleeping with bottles in mouths prohibited. **C NC N/A**
 - (3) Prepared formula and juice refrigerated.
 - Leftover formula and juice refrigerated with the nipple covered and used within 24 hours. **C NC N/A**
 - (4) Children under 12 months are given solid foods in consultation with the child's physician. **C NC N/A**
- (b) Nutritious meals and snacks are provided and served in accordance with the food and drug administration's recommended daily allowances. **C NC**
- (c) Food is of sufficient quantity to allow seconds of bread, milk, and either vegetables or fruit. **C NC**
- (d) Milk served is pasteurized. **C NC**
- (e) Food allergies and special dietary needs are accommodated. **C NC**
- (f) Dishes are washed, rinsed, and stacked or placed in a dishwasher after each meal, no later than the next day. **C NC**
- (g) Sanitary methods of food handling and storage are followed. **C NC**
- (1) Each individual involved in food preparation and food service uses sanitary methods of food handling, food service, and storage. **C NC**
- (2) Each individual involved in food handling washes hands with soap and running water immediately before food preparation and service. **C NC**

K.A.R. 28-4-818 Storage and Administration of Medication.

- (a) All prescription and nonprescription medication is kept in the original container. **C NC**
 - At the recommended temperature. **C NC**
 - In locked storage and inaccessible to children. **C NC**
- (b) Nonprescription medication
 - (1) Administered from the original container and according to instructions on the label. **C NC**
 - (2) Substances including herbal supplements, folk remedies, natural medicines, and vitamin supplements other than a daily multivitamin are administered only with documented approval by a licensed medical practitioner. **C NC**
- (c) Prescription medication administered:
 - (1) Only to the designated child. **C NC**
 - In accordance with the instructions on the label. **C NC**
 - (2) Kept in the original container labeled by a pharmacist with child's name, date filled, physician's name, expiration date, and instructions for administration and storage. **C NC**
 - (3) Instructions on the label are considered the order from the physician. **C NC**
 - (4) Daily or weekly medication container used only if:
 - (A) Container is labeled with child's name. **C NC**
 - (B) Used only for medications not affected by exposure to air or light and that can touch other medications. **C NC**
 - (C) Licensee places medications in the container. **C NC**
 - (D) Doses are placed in the container according to the correct time of day. **C NC**
 - (E) Container kept in locked storage. **C NC**
 - (F) Remainder of medications stored in original containers. **C NC**
 - (G) During visit or absence from FFH:
 - Medication sent in original containers. **C NC**
 - Given to individual taking responsibility for child. **C NC**
 - (H) When child moves from the FFH:
 - Medication sent in original containers. **C NC**
 - Given to individual taking responsibility for child. **C NC**
 - (I) Medication not in child's possession except as specified in (e)(4). **C NC**
- (d) Administering prescription and nonprescription medication.
 - (1) Before administering medication:

			Name of Applicant/Licensee _____		
Licensee completes training in medication administration.	C	NC	(1) Each caregiver is in a state of physical, mental, and emotional health as necessary to protect the health, safety, and welfare of the children.	C	NC
Each individual administering medication knows the purpose, side effects, and possible contraindications of each medication.	C	NC	(2) Caregivers are not impaired due to the use of alcohol or other chemicals.	C	NC
(2)(A) Caregiver records on each medication record:			(3) Each individual regularly caring for a child has a health assessment:	C	NC
(i) Name of individual administering.	C	NC	Conducted by a licensed physician or nurse.	C	NC
(ii) Date and time given.	C	NC	Conducted less than one year prior to and no later than 30 days after application, employment or volunteering.	C	NC
(iii) Any change in the child's behavior, any response to the medication, or any adverse reaction.	C	NC	On a DCF form.	C	NC
(iv) Any change from the label instructions or a notation about each missed dose.	C	NC	Documentation kept on file [K.A.R. 28-4-808(b) (2)].	C	NC
(v) Any direction from physician to change the order as written on the label.	C	NC	(4) Caregiver obtains new health assessment as requested by DCF or the CPA if significant change in physical, mental, or emotional health, including indications of substance abuse.	C	NC
(B) Medication record is signed by the caregiver and made a part of the child's medical record.	C	NC	(A) Assessment or evaluation:		
(e) Self-administration of medication			Expenses covered by licensee or caregiver.	C	NC
(1) Permitted if:			Conducted by a practitioner licensed to diagnose and treat the condition.	C	NC
Condition requiring prescription medication on regular basis.	C	NC	(B) Licensee ensures that at least one practitioner has been approved by the requesting department or CPA in order that the assessment be accepted.	C	NC
Under adult supervision.	C	NC	(C) Licensee provides the requesting department or CPA with an executed release of medical information.	C	NC
Written permission from physician.	C	NC	(c) Health of the foster family members		
(2) Written permission kept in the child's file at the FFH.	C	NC	(1) Each individual living in the FFH has a health assessment:	C	NC
(3) Follows procedures in (b)(2).	C	NC	Conducted by a licensed physician or nurse.	C	NC
(4) Child authorized to self-administer:			Conducted less than one year prior to and no later than 30 days after application, employment or volunteering.	C	NC
Has access for self-administration purposes.	C	NC	On a DCF form.	C	NC
Has immediate access when life-preserving.	C	NC	Documentation kept on file: 16 and older [K.A.R. 28-4-808(c)(1)].	C	NC N/A
Has immediate access for emergency purposes when child has asthma, allergies, or any other life-threatening condition.	C	NC	Less than 16 years [K.A.R. 28-4-808(d)].	C	NC N/A
Stored safely to prevent unauthorized access.	C	NC	(2) Children under 16 years living in the home have current immunizations unless:	C	NC N/A
(5) Date and time recorded on medication record.	C	NC	(A) Written certification from a physician exempting the child from immunizations due to a physical condition, OR	C	NC N/A
Adverse reactions documented.	C	NC	(B) Written statement from the parent or guardian requesting a religious exemption.	C	NC N/A
Licensee reviews record for accuracy.	C	NC	Documentation kept on file. [K.A.R. 28-4-808(d)].	C	NC N/A
Licensee compares actual versus expected remaining doses in container.	C	NC			
<u>K.A.R. 28-4-819 Health Care.</u>					
(a) Each individual residing in the FFH is free from any infectious or contagious disease specified in K.A.R. 28-1-6.	C	NC			
(b) Health of caregivers.					

Current immunization record on file for children 16 to 18 years of age. [K.A.R. 28-4-808(c)(2)].	C	NC	N/A	application, or becoming a resident of or volunteer in the home.			
(d) Medical and dental health of children in foster care				(2) Additional TB testing if exposure to an active case or TB symptoms develop.	C	NC	
(1) Licensee obtains emergency and ongoing medical and dental care by providing timely access to basic, emergency, and specialized:				Treatment or prophylaxis instituted.	C	NC	
Medical care.	C	NC		Results of follow-up on individual's health record.	C	NC	
Mental health care.	C	NC		DCF and KDHE informed of each occurrence.	C	NC	
Dental care.	C	NC		(3) On or attached to health assessment form.	C	NC	
Treatment services.	C	NC		Kept on file in the FFH	C	NC	
(2) At time of initial placement, each child has had a health assessment within the past year.	C	NC		(f) Tobacco Use Limitations			
(3) Each child less than 6 years has a health assessment annually.	C	NC		(1) To prevent exposure to secondhand smoke:			
Each child 6 years or older has a health assessment every two years.	C	NC		(A) Smoking prohibited in the home when child is in placement regardless of presence on the premises.	C	NC	
(4) Required health assessments on file at the FFH within 30 days after placement.	C	NC		(B) Smoking prohibited outside the home within 10 feet of a child in foster care.	C	NC	
(5) Immunizations are current or in process unless:	C	NC	N/A	(2) Smoking and the use of any tobacco product prohibited for any child in foster care under 18 years.	C	NC	
(A) Written certification from a physician exempting the child from immunizations due to a physical condition, OR	C	NC	N/A	(g) Handwashing			
(B) Written statement from the parent or guardian requesting a religious exemption.	C	NC	N/A	(1) Each caregiver washes with soap and water:			
(6) Each child 3 years or older has an annual dental exam.	C	NC		Before preparing food.	C	NC	
Follow-up care is provided.	C	NC		Before eating.	C	NC	
On DCF form and kept current.	C	NC		After toileting.	C	NC	
(7) Medical record on file:	C	NC		After petting animals.	C	NC	
Kept current.	C	NC		After diapering or changing soiled clothing.	C	NC	
Documents each illness and actions taken by licensee.	C	NC		(2) Each caregiver encourages each child to wash with soap and water:			
Dates of medical, psychological, and dental care.	C	NC		Before and after eating.	C	NC	
Complete medical record given to child-placing agent when child leaves the FFH.	C	NC		After petting animals.	C	NC	
				After toileting.	C	NC	
(e) TB Testing				<u>K.A.R. 28-4-820 General Environmental Requirements</u>			
(1) Negative TB test or x-ray:				(a) Local Requirements FFH meets local requirements for:			
Each individual 16 years and older living, working, or regularly volunteering in the FFH.	C	NC		Zoning.	C	NC	
Each child in foster care 16 years and older.	C	NC		Fire protection.	C	NC	
Not more than two years prior to employment or initial application OR	C	NC		Water supply.	C	NC	
Not more than 30 days after date of employment, initial	C	NC		Sewage Disposal.	C	NC	
				(b) Private sewage disposal meets requirements in K.A.R. 28-4-55.	C	NC	N/A
				(c) Private water supply meets requirements in K.A.R. 28-4-50.	C	NC	N/A

Water supply is safe for human consumption.	C	NC	N/A	(11) Working telephone is on the premises.	C	NC	
Water supply is tested for nitrate and bacteria levels at initial application and annually thereafter.	C	NC	N/A	Telephone is available for use at all times.	C	NC	
Additional testing is conducted if change in environmental conditions could impact water quality.	C	NC	N/A	Emergency numbers are posted or readily accessible.	C	NC	
Commercially bottled drinking water used for children under 12 months if private well water until lab test confirms safe nitrate levels.	C	NC	N/A	Name and contact number of each child's physician is posted next to the telephone or is readily accessible.	C	NC	
(d) FFH is constructed, arranged, and maintained to provide for the health, safety, and welfare of all occupants and meets the following:	C	NC		(12) Working smoke detector is centrally installed on each level of the home.	C	NC	
(1) Sufficient furnishings to accommodate the foster family and each child in foster care.	C	NC		Smoke detector in each sleeping room used by a child in foster care.	C	NC	
(2) Floors are covered, painted, or sealed in all living areas. Floors are kept clean and maintained in good repair.	C	NC		Smoke detector in licensee's sleeping room.	C	NC	
(3) Interior finish of all ceilings, stairs, and hallways meets accepted standards of building, including safety requirements.	C	NC		(13) Working carbon monoxide detector adjacent to each child's sleeping room.	C	NC	
(4) Each closet door can be readily opened from the inside by a child.	C	NC		Carbon monoxide detector adjacent to licensee's sleeping room.	C	NC	
(5) Each stairway with two or more stairs and a landing and with a drop-off of more than 21 inches from the stairs or landing to the floor/ground has a handrail and is guarded on each side.	C	NC	N/A	(e) Interior of the FFH is free from:			
(6) Spacing between balusters on stairways is 4" OR Balusters with spaces greater than 4" are guarded to prevent entrapment of a child's head or body and to prevent a child's body from falling through OR Home is licensed for children 6 years and older.	C	NC	N/A	Accumulation of visible dirt.	C	NC	
(7) Stairways with two or more stairs and a landing are gated when children less than 3 years are present.	C	NC	N/A	Evidence of vermin infestation.	C	NC	
Latching device on gate can be readily opened by adult.	C	NC	N/A	Any objects or materials that could cause injury to children.	C	NC	
Accordion gates are not used.	C	NC	N/A	(f) Lighting and ventilation.			
Pressure gates are not used at the top of any stairway.	C	NC	N/A	(1) All rooms used for living space are:			
(8) Electrical outlets are covered if FFH licensed for children less than 6 years.	C	NC	N/A	Lighted.	C	NC	
(9) There is at least one bathroom with at least one sink, one flush toilet, and one tub or shower.	C	NC		Vented.	C	NC	
Each fixture is working at all times.	C	NC		Heated.	C	NC	
(10) Each bathroom has a solid door.	C	NC		Plumbed.	C	NC	
Door can be opened from each side without a key.	C	NC		(2) Windows and doors used for ventilation are screened.	C	NC	
				(3) Each room in each living area has lighting of at least 10 foot-candles in all parts of the room.	C	NC	
				Each room used for reading, study, or other close work has lighting of at least 30 foot-candles.	C	NC	
				(g) Firearms and other weapons.			
				(1) No child has unsupervised access to:			
				(A) Firearms, ammunition, or other weapons.	C	NC	
				(B) Air-powered guns, including BB guns, pellet guns, and paint ball guns.	C	NC	
				(C) Hunting and fishing knives.	C	NC	
				(D) Archery and martial arts equipment.	C	NC	
				(2) All firearms are stored unloaded in a locked container, closet, or cabinet.	C	NC	N/A
				Each firearm is also secured with a hammer lock, barrel lock, or trigger guard if the storage area is partially or	C	NC	N/A

completely made of glass or Plexiglas.			
(3) Ammunition is in a separate locked storage container or locked ammunition compartment.	C	NC	N/A
(4) All archery equipment, hunting and fishing knives, and other weapons are in locked storage.	C	NC	N/A
(5) Keys to the locked storage areas are in licensee's control at all times.	C	NC	N/A
(h) Storage of household chemicals, personal care products, tools and sharp instruments.			
(1) Household cleaning supplies and personal care products with warning labels or that contain alcohol are in locked storage OR stored out of reach of children under 6 years.	C	NC	N/A
(2) Chemicals and household supplies with warning labels are in locked storage OR stored out of reach of children under 10 years.	C	NC	N/A
(3) Sharp instruments are stored in child proof drawer OR stored out of reach of children under 6 years.	C	NC	N/A
(4) When a child is in placement, tobacco, tobacco products, lighters, and matches are inaccessible to anyone under 18 years.	C	NC	
(5) Tools not being used are inaccessible to children.	C	NC	
Children use tools only under the supervision of an adult 18 or older.	C	NC	
(i) Heating appliances.			
(1) Heating appliances that use combustible fuel, including wood-burning stoves or fireplaces are vented to the outside.	C	NC	N/A
(2) Fireplace/freestanding heating appliance using combustible fuel, including wood-burning stove, stand on a noncombustible material according to manufacturer's specifications, Kansas law and regulations, local ordinances.	C	NC	N/A
(3) Heating appliances designed to be unvented are used according to the manufacturer specifications, state statutes, and local ordinances.	C	NC	N/A
(4) Protective barrier provided for each fireplace and freestanding heating appliance when a child less than 3 years is in placement.	C	NC	N/A
(5) Propane heaters are installed according to manufacturer's recommendations, state statutes, and local ordinances.	C	NC	N/A
(6) Flue or chimney of heating appliances using combustible fuel is checked annually.	C	NC	N/A
Flue or chimney is cleaned as recommended by a qualified	C	NC	N/A

chimney sweep.			
(j) Clothes dryers are vented to the outside or to a venting device installed and used according to manufacturer's specifications, state statutes, and local ordinances.	C	NC	
(k) FFH has indoor play space and access to outdoor play space.	C	NC	
(l) Mobile homes also:			
(1) Have two exits at least 20 feet apart.	C	NC	N/A
One exit is within 35 feet of each bedroom door.	C	NC	N/A
(2) Are skirted with latticed or solid skirting.	C	NC	N/A
Are securely anchored by cable to the ground.	C	NC	N/A
(m) If required, licensee cooperates with any special inspections by a fire, health, sanitation, or safety official as needed to assist in making a decision about the safety of the home for children.	C	NC	

K.A.R. 28-4-821 Sleeping arrangements

(a) There is sufficient sleeping space to accommodate the number of foster family members and each child in foster care. Sleeping space does not include:			
(1) An unfinished attic.	C	NC	
(2) An unfinished basement.	C	NC	
(3) A hall.	C	NC	
(4) A closet.	C	NC	
(5) A laundry room.	C	NC	
(6) A garage.	C	NC	
(7) Any living space normally used for other than sleeping.	C	NC	
(8) Any room that provides routine passage to a common use room, another bedroom, or outdoors.	C	NC	
(b) Each bedroom used for sleeping by a child in foster care:			
(1) Has at least 70 square feet.	C	NC	
(2) Has at least 45 square feet for each individual sharing the room.	C	NC	
(3) Has a ceiling height of at least 6 feet 8 inches for each exit path from each bed to each outside exit.	C	NC	
(4) Has a solid door for privacy.	C	NC	
(5) Each bedroom has two means of escape.	C	NC	
Each means of escape is easily opened from the inside.	C	NC	
(A) One means of escape is an unobstructed pathway leading	C	NC	

to an exit door to the outside.				respite care.			
(B) Second means of escape gives direct access to the outside AND	C	NC		(h) Children in foster care less than 12 months sleep in a crib.	C	NC	N/A
Is an unobstructed door or window AND	C	NC		Playpen used only for napping.	C	NC	N/A
Is able to be opened from the inside without the use of tools.	C	NC		Cribs and playpens meet the following requirements:			
(C) Windows used as a means of escape meet the following requirements:				(1) Have slats no more than 2 3/8 inches apart.	C	NC	N/A
(i) Window has a width of at least 20 inches.	C	NC		(2) Crib has a firm mattress.	C	NC	N/A
Window has a height of at least 24 inches.	C	NC		Mattress is fitted so that no more than 2 fingers fit between the mattress and the crib side when the mattress is in the lowest position.	C	NC	N/A
(ii) Window is within 44 inches of the floor OR	C	NC		(3) Crib corner post extensions do not exceed 1 1/16 inch.	C	NC	N/A
Window has permanent steps or another immovable fixture that brings the window within 44 inches of the top of the steps/fixture.	C	NC	N/A	(4) Drop side of crib is secured in the up position when crib is in use.	C	NC	N/A
(iii) If the window is screened, the screen is easily removed from the inside.	C	NC	N/A	(5) Pillows, quilts, comforters, blankets, bumpers, or other soft products that could cause suffocation are not used in the crib when a child under 12 months is sleeping in the crib or playpen.	C	NC	N/A
(iv) Licensee ensures each occupant of the bedroom can easily exit through the window.	C	NC		(i) Child in foster care under 12 months is placed on his/her back to sleep unless ordered otherwise by the child's physician.	C	NC	N/A
(D) If one means of escape is a sliding glass door, the door is easily opened from the inside.	C	NC	N/A	If the child is able to turn over independently, the child is placed on the child's back but then allowed to remain in a position preferred by the child.	C	NC	N/A
(6) False ceilings, curtains, drapes, and fabric used in decoration for ceilings or walls in sleeping rooms are made of fire-rated materials.	C	NC		(j) Child in foster care between 12 and 18 months sleeps in a crib ONLY until the child's height is such that the upper rail of the crib is at the child's breast level when the child is standing and the crib mattress is at the lowest level.	C	NC	N/A
(c) Privacy for the occupants of all bedrooms is ensured.	C	NC		(k) Child in foster care between 18 and 30 months sleeps in a crib ONLY when prescribed by the child's physician.	C	NC	N/A
(d) Each child in foster care has a separate bed or crib that:				(l) At night, each caregiver sleeps within hearing distance of each child.	C	NC	
(1) Is intact, fully functional, and in good repair to prevent injury or entrapment.	C	NC		(m) When a child in foster care, five or older, shares a room:			
(2) Is of sufficient size to accommodate the size and weight of the child.	C	NC		(1) All children sharing the room are of the same sex.	C	NC	
(3) Has a mattress that is clean.	C	NC		(2) All children sharing the room are age-mates unless:	C	NC	N/A
Mattress has waterproof covering if needed.	C	NC		(A) Licensee notifies the CPA of the proposed sleeping arrangement.	C	NC	N/A
(4) Has bedding adequate to the season.	C	NC		(B) Licensee requests determination by the CPA and child-placing agent if the proposed sleeping arrangement is appropriate.	C	NC	N/A
Has bedding appropriate to the age of the child.	C	NC		(C) Documentation of CPA approval is on file.	C	NC	N/A
(e) Bed springs are in good condition.	C	NC		(3) Child known to be a sexual perpetrator or a sexual abuse victim does not share a room unless:	C	NC	N/A
(f) If a bunk bed is used by a child in foster care, the following requirements are met:							
(1) Upper bunk of bunk bed is protected on all sides with rails (or headboard/footboard on ends).	C	NC	N/A				
(2) Upper bunk used only by children 6 years or older.	C	NC	N/A				
(g) Rollaway bed, hideaway bed, or other temporary bed is not used unless child is visiting for a social event or short-term	C	NC					

- (A) Child-placing agent, the CPA, and the licensee have assessed the potential roommate arrangements. **C NC N/A**
- (B) Determination is made by CPA that it is unlikely that further sexual abuse will result from the child sharing a room. **C NC N/A**
- (n) If child in foster care under 5 years shares a bedroom, all children are age-mates or under 5 years.
The children may be of opposite sex if all children are under 5 years. **C NC N/A**
- (o) Child in foster care who is a parent may share a room with the parent's own child or children. **C NC N/A**
- (p) Child in foster care may sleep in the licensee's bedroom under the following circumstances:
 - (1) Child is less than 12 months of age. **C NC N/A**
 - (2) Child is ill. **C NC N/A**
 - (3) Child has special developmental or medical needs requiring close supervision as documented by a physician. **C NC N/A**
- (q) If a child in foster care sleeps in the licensee's bedroom, the bedroom is at least 130 sq ft. **C NC N/A**
- (r) Each child has:
 - Separate and accessible drawer space for personal belongings. **C NC**
 - Closet space for clothing. **C NC**

K.A.R. 28-4-822 Safety Procedures; Emergency Plan; Drills.

- (a) In case of emergency:**
 - (1) Telephone and emergency information available. **C NC**
 - (2) Emergency plans are developed for fire, tornado, storms, flood, and serious injury. **C NC**
 - (3) Plans are posted in a conspicuous place. **C NC**
 - (4) All persons responsible for children are informed of and follow emergency plans. **C NC**
- (b) Prior arrangements are made at a hospital or clinic for emergency treatment. **C NC**
 - All medical and surgical consent forms are acceptable to the hospital or clinic. **C NC**
- (c) Health assessment forms and medical and surgical consent forms are taken to the emergency room with the child. **C NC**
- (d) Accompanying caregiver remains with the child during emergency care. **C NC**
 - Arrangements are made and followed to ensure supervision **C NC**

- of other children during emergency.
- (e) Fire drills are conducted monthly, schedules rotated, and dates and times are recorded. **C NC**
- (f) Tornado drills are conducted monthly (April – September), schedules rotated, and dates and times recorded. **C NC**

K.A.R. 28-4-823 Outside Premises.

- (a) General Safety.**
 - (1) Outside premises is free from dangerous objects, materials, and conditions. **C NC**
 - (2) Children under 6 do not have unsupervised access to:
 - (A) A fish pond or decorative pool with water 24 inches deep or less. **C NC N/A**
 - (B) Any of the following safety hazards:
 - A busy street. **C NC N/A**
 - Railroad tracks. **C NC N/A**
 - A water hazard, including a ditch, pond, lake, and standing water over 24" deep. **C NC N/A**
- (b) Outdoor play area**
 - (1) The play area is located, arranged, and maintained to:
 - Allow for supervision by the caregiver. **C NC**
 - Reduce the risk of injury. **C NC**
 - (2) Play area is well drained and free of known health, safety, and environmental hazards **C NC**
 - (3) Play equipment is:
 - Located in an area free from hazards. **C NC**
 - Age-appropriate. **C NC**
 - In good repair. **C NC**
 - Placed far enough away from potential hazards (trees, structures, fences, power lines) to minimize the risk of injury while equipment is in use. **C NC**
 - Not used if hazardous or unsafe. **C NC**
 - Swings and climbing equipment are anchored and are not used over hard-surfaced materials, including asphalt, concrete, and bare, hard-packed dirt. **C NC**
- (c) There are no trampolines on the premises. **C NC**
 - Children in foster care are prohibited from using trampolines in home settings [K.A.R. 28-4-814(j)]. **C NC**
- (d) Protection from safety hazards.**
 - (1) Children are protected from all safety hazards adjacent

to or within 50 yards of the house:

- | | | | |
|---|---|----|-----|
| (A) Busy street. | C | NC | |
| (B) Railroad tracks. | C | NC | |
| (C) Water hazard, including a ditch, pond, lake, any standing water over 24 inches deep. | C | NC | |
| (2) Written outdoor safety plan is developed and followed before a child is allowed to be outdoors in an unfenced area. | C | NC | N/A |
| Plan is approved by the CPA and includes: | | | |
| (A) Description of any safety hazard and any natural or man-made barrier separating the area from the safety hazard. | C | NC | N/A |
| (B) Approximate distance from the unfenced area to each safety hazard. | C | NC | N/A |
| (C) Description of the provisions made for increased supervision. | C | NC | N/A |
| (D) Requirement for a caregiver to be outdoors with each child under 6 years. | C | NC | N/A |

K.A.R.28-4-824 Swimming Pools, Wading Pools, and Hot Tubs.

(a) General safety on the premises.

- | | | | |
|---|---|----|-----|
| (1) Swimming/wading pools with more than 12 inches of water or hot tubs are constructed, maintained, and used to safeguard the lives and health of children. | C | NC | N/A |
| (2) At least one adult physically present and directly supervising children.
Ratio of 1 adult to 6 children is maintained. | C | NC | N/A |
| (3) Legible safety rules for swimming pool or hot tub are posted in a conspicuous location.
A copy of the rules is in the FFH file.
Licensee reads and reviews safety rules weekly with each child. | C | NC | N/A |

(b) Swimming pools on the premises.

- | | | | |
|---|---|----|-----|
| (1) In-ground pools are enclosed by a 5 foot fence.
Gate is self-locking and kept locked.
Wall of a house or other building with a window or door is not used in lieu of a fence. | C | NC | N/A |
| (2) Above-ground pools are 4 feet high or enclosed by a 5 foot fence.
Gate is self-locking and kept closed.
Steps are removed and stored away from pool when not in | C | NC | N/A |

use.

- | | | | |
|---|---|----|-----|
| Pools with a deck or berm that provides ground-level entry is treated as an in-ground pool. | C | NC | N/A |
| (3) Sensors or pool covers are not used in lieu of fence. | C | NC | N/A |
| (4) Swimming pool water has a pH of 7.2 – 8.2.
Chlorine content is between 0.4 and 3.0 parts per million.
Swimming pool is cleaned daily.
Chlorine level and pH level tested before each use.
Results recorded and available. | C | NC | N/A |
| (5) A person with a life-saving certificate or CPR training who can swim is in attendance when pool is in use by child. | C | NC | N/A |
| (6) If more than six feet across, has a ring buoy, rope, or shepherd's hook long enough to reach center of pool from the edge. | C | NC | N/A |
| (c) Wading pools on premises. | | | |
| (1) Children not permitted to play without supervision in area when wading pool contains water. | C | NC | N/A |
| (2) Water is emptied daily. | C | NC | N/A |
| (d) Hot tubs on the premises. | | | |
| (1) Hot tub covered with insulated, rigid cover secured by locks or surrounded by five foot fence.
Gate is self-locking and kept locked. | C | NC | N/A |
| (2) Chlorine and pH levels are tested and maintained according to manufacturer's specifications. | C | NC | N/A |
| (3) No child under four years uses a hot tub.
Child four years and older permitted to use hot tub only in accordance with manufacturer's specifications and recommendations. | C | NC | N/A |
| (e) General safety off-premises. | | | |
| Ponds, lakes, rivers, other natural bodies of water approved for swimming by county health department, KDHE, or designated state authority only used by child 6 or older who knows how to swim. | C | NC | N/A |
| (1) Child is directly supervised by a designated adult when wading, swimming, or involved in activities near, in, or on a pond, lake, river, or other natural body of water. | C | NC | N/A |
| (2) Child who is a non-swimmer or who is under six years wears a safety vest certified as appropriate for the child's age and weight when wading or playing near a pond, lake, river, or other natural body of water or when boating. | C | NC | N/A |
| (3) Caregiver reviews boating and swimming safety rules with | C | NC | N/A |

each child before the activity.

Caregiver enforces the safety rules.

C NC N/A

- (4) Certified lifeguard on duty OR person with a life-saving certificate or CPR training and who can swim is in attendance.

C NC N/A

K.A.R. 28-4-825 Animals.

- (a) Pet area is kept clean, with no evidence of flea, tick, or worm infestation in the area.

C NC N/A

- (b) Each animal in contact with children:

- (1) Is in good health, with no evidence of disease.

C NC N/A

- (2) Is friendly and poses no threat to the health, safety, and well-being of children.

C NC N/A

- (c) Domesticated dogs and cats have current rabies vaccination given by or under the direct supervision of a veterinarian.

C NC N/A

- (d) Record of each rabies vaccination kept on file.

C NC N/A

Copy of the record supplied to the CPA.

C NC N/A

- (e) Children protected from hazardous animals on the premises.

C NC

- (f) Pit bulls, exotic animals, and venomous or constricting reptiles are not kept or brought on to the FFH premises.

C NC

NOTE: All items marked "N/A" have been discussed with the Applicant/Licensee

Surveyor's Signature

Date