

Provider Name:		Facility ID:		Phone Number:		<b>Notes</b>
Site Name or Address:				Email Address:		
Approved Capacity:		# of Present Residents\Clients:				

<b>Please review the following items prior to the inspection:</b> (Mark with a check mark if completed and make any necessary notes)	<b>Please review the following items during the inspection:</b> (Mark with a check mark if completed and make any necessary notes)
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	Current backgrounds in DACS			Provider verified this site is not licensed or certified by another agency	
	Current staff roster collected				
	Application submitted				
	Provider verified there is no live-in staff at this site				

<b>Inspection Information:</b>
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- I will email you this inspection checklist after the inspection is completed. I will send you an official inspection report once this inspection has been approved by management.

- If the only non compliance items are documentation and/or records, please submit them by the *correction required date* listed. A licensor may conduct a follow-up inspection to verify compliance and maintenance of any noncompliance.

<h3>Signature Information</h3>
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Inspection Type:		Date:		Time Started On-site:		Time Ended On-site:	
Number of Non Compliant Items:		Name of Individual Informed of this Inspection:					
Licensor(s) Conducting this Inspection:				OL Staff Observing Inspection:			
The Licensor explained noncompliance items (if any).	Please sign/type individual informed name and date of review: Signing this checklist does not constitute agreement with the statements, only that the inspection was conducted and noncompliances, if any, were explained.						

**DSPD Certified Sites - Inspection Checklist**

*(Revised 01/2024)*

**C = Compliant**

**NC = Not Compliant**

**NA = Not Assessed during this inspection**

Administration and Records	C	NC	NA	Date to be corrected by	Corrected During Inspection	Notes
<b>DSPD-6(1)</b> The provider must take all reasonable measures to protect the safety of the clients in care and must not engage in or allow conduct that unreasonably endangers the clients in care or is adverse to the health, welfare, and safety of clients in care.						
<b>DSPD-6(2)</b> The provider must ensure DHHS authorized staff have access to all areas of the facility.						
<b>DSPD-6(3)</b> The provider must make any necessary accommodations to meet the client's needs.						
<b>DSPD-6(4)</b> The provider must notify licensing staff any of the following changes within 10 calendar days of the change: (a) their name; or (b) their telephone number or email address.						
Personnel and Training	C	NC	NA	Date to be corrected by	Corrected During Inspection	Notes
<b>DSPD-7(2)</b> At least 30 calendar days before the expiration date of their certification, the provider must complete ongoing training and ensure the training includes at least the following topics: (b) a review of the DSPD certification requirements.						
<b>DSPD-7(3)</b> The provider must document the completion of ongoing training and ensure the documentation is available for review by licensing staff.						
Background Checks	C	NC	NA	Date to be corrected by	Corrected During Inspection	Notes
<b>DSPD-8(1)</b> The provider must ensure all Covered Individuals are eligible before they have unsupervised access to the clients in care. The provider must submit background check forms, required fingerprints, and required fees for new Covered Individuals.						
<b>DSPD-8(3)</b> The provider must ensure individuals who are not eligible are not on the premises where care is provided.						
Facility, Safety, and Injury Prevention	C	NC	NA	Date to be corrected by	Corrected During Inspection	Notes
<b>DSPD-9(1)</b> The provider must ensure that any appliances, plumbing, electrical, HVAC, and furnishings are maintained in operating order and in a clean and safe condition.						
<b>DSPD-9(2)</b> The provider must ensure there is at least one toilet and a hand washing sink that clients can easily access without having to go through the private room of another individual.						
<b>DSPD-9(3)</b> The provider must ensure the bathroom has at least: (a) a way to provide privacy to the user; (b) toilet paper and soap; (c) a mirror; (d) a working tub or shower, and (e) no mold, visible buildup of dirt, soil, grime, or other substances.						

<b>DSPD-9(4)</b> The provider must ensure that there is a kitchen free from chronic buildup of dirt, soil, food, etc. and equipped with at least: (a) a working stove; (b) a working refrigerator; (c) a working sink; (d) eating utensils; and (e) a clean way to dispose of garbage.						
<b>DSPD-9(5)</b> The provider must ensure that bedrooms have a source of natural light.						
<b>DSPD-9(6)</b> The provider must keep the facility floors and carpets free from chronic buildup of dirt, soil, food, etc. and tripping hazards due to broken tiles, unrepaired floors, or curled carpets.						
<b>DSPD-9(7)</b> The provider must ensure that any set of three or more stairs are equipped with secured handrails.						
<b>DSPD-9(8)</b> The provider must have a working telephone.						
<b>DSPD-9(9)</b> The provider must ensure that any chemicals are stored properly and not left unattended taking into consideration the safety and risk level of the clients served.						
<b>DSPD-9(10)</b> The provider must maintain the home, outdoor area, and equipment in a safe manner to prevent injury to clients in care. This includes the proper handling, storage, and disposal of hazardous materials and bio-contaminants.						
<b>DSPD-9(11)</b> The provider must post the facility's street address and emergency numbers, including at least fire, police, and poison control, near the telephone in the home or in an area clearly visible to anyone needing the information.						
<b>DSPD-9(12)</b> When there are firearms on the premises, the provider must ensure the firearms are not loaded and are in a cabinet, safe, or area that is locked with a key, combination, or fingerprint lock, unless their use is in accordance with the Utah Concealed Weapons Act as allowed by law.						
<b>DSPD-9(14)</b> The provider must ensure there is no accessible animal that has a history of dangerous, attacking, or aggressive behavior.						
<b>Ratios</b>	C	NC	NA	Date to be corrected by	Corrected During Inspection	Notes
<b>DSPD-10(1)</b> The provider must serve no more than three people with disabilities. Serving four or more clients requires a license.						
<b>Client Guidance and Interaction</b>	C	NC	NA	Date to be corrected by	Corrected During Inspection	Notes
<b>DSPD-11(1)</b> The provider must ensure clients in care are treated with dignity and respect and not subjected to physical, emotional, or sexual abuse while in care.						
<b>DSPD-11(3)</b> The provider must not do any of the following to clients in care: (a) use any form of corporal punishment that produces pain or discomfort such as hitting, spanking, shaking, biting, or pinching; (b) restrain their movement by binding, tying, or other form of restraint; (c) shout at them; (d) inflict any form of emotional abuse; (e) force or withhold food, rest, or toileting; or (f) confine them in a closet, locked room, or other enclosure such as a box, cupboard, or cage.						
<b>Emergency Preparedness and Response</b>	C	NC	NA	Date to be corrected by	Corrected During Inspection	Notes

DSPD-12(1) The provider must ensure that there is a written plan for evacuation and relocation on site, accessible to clients. The provider must follow and update this plan as needed, and review it annually.						
DSPD-12(2) The provider must ensure that at least one person present with the clients has current First Aid and CPR certification. The provider must ensure the CPR certification includes hands-on testing.						
DSPD-12(3) The provider must maintain in the facility and the vehicle used to transport clients a first aid kit that contains at least: (a) bandages of different sizes; (b) tweezers; (c) antiseptic; and (d) disposable sterile gloves.						
DSPD-12(4) The provider must have a working fire extinguisher type 2A:10B:C or of larger capacity on each floor of the home.						
DSPD-12(5) The provider must have a working smoke detector on each floor of the home.						
DSPD-12(6) The provider must ensure that there is a working carbon monoxide monitor on each floor.						
DSPD-12(7) The provider must ensure that walk ways, exits, and furnace areas are clear from storage.						
DSPD-12(10) The provider must ensure that there are at least two ways of egress on each level of the facility.						
<b>Health and Infection Control</b>	<b>C</b>	<b>NC</b>	<b>NA</b>	<b>Date to be corrected by</b>	<b>Corrected During Inspection</b>	<b>Notes</b>
DSPD-13(1) The provider must ensure there is a clean and sanitary environment for the clients in care.						
DSPD-13(3) The provider must take the necessary measures to prevent and correct any rodent or insect infestation.						