

Foster Care – Provider Home Visit Preparation Checklist

Use this checklist to help you prepare your home for the safety inspection with your licensor.

Directions: Keep one copy for your records and submit a completed copy to the Intake Licensing Specialist when all items are in compliance. The Intake Licensing Specialist can answer any questions you may have, but your assigned foster care licensor will give final approval after a physical inspection of your home.

1. Working smoke detector on each level (licensor will test)
2. Working carbon monoxide detector on each level (licensor will test)
3. Fully charged fire extinguisher readily accessible in main living area rated 2A:10BC or higher (licensor will check the charge)
4. Locking capability on bathrooms
5. Hazardous materials are LOCKED (pesticides, bleach, bleach-based cleaners, ammonia and ammonia-based cleaners, chemical drain openers, cleaning aerosols, concentrated detergent capsules, glues, oven cleaners, matches, lighters, lighter fluids, hair relaxers/permanents, spray paint, paint thinner, automotive fluids, compressed air)
**Locking mechanisms are INSTALLED. Check all that apply.
 - Key lock - including doorknob with key (privacy doorknobs are not acceptable)
 - Combination lock
 - Magnetic/tot lock
6. Medications are LOCKED (prescription medications, over-the-counter, vitamins, supplements)
**Locking mechanisms are INSTALLED. Check all that apply.
 - Key lock - including doorknob with key (privacy doorknobs are not acceptable)
 - Combination lock
 - Magnetic/tot lock
7. Flammable items are LOCKED (gasoline and kerosene) in ventilated storage containers
**Locking mechanisms are INSTALLED. Check all that apply.
 - Key lock - including doorknob with key (privacy doorknobs are not acceptable)
 - Combination lock
 - Magnetic/tot lock
8. Other common household items are stored responsibly in consideration of ages etc.
9. Alcohol is inaccessible to foster children
10. Two exits on each level of the home that are large enough for emergency personnel to enter from outside
11. Multi-level homes have: an automatic fire suppression system OR safety escape ladders OR exterior stairway OR other exterior egress to ground level from all upper levels.
12. 911 recognizable phone on site with foster children at all times (a cellphone is acceptable)

- 13. Emergency contact numbers and address of the home are posted next to the phone or in a central location
- 14. Fully supplied first aid kit in home (medications removed if it is not locked)
- 15. First aid kit in vehicles that transport children
- 16. Emergency contact information in vehicles that transport children (ensure that once placements are made, specific caseworker information be added for each child)
- 17. Adequate number of seatbelts in vehicles for family and foster children
- 18. Firearms stored with ammo ONLY in a gun safe or commercially manufactured container for firearm storage
- 19. Firearms and ammo are locked separately with separate key/combo/locking devices if not stored in commercially designed firearm storage container
- 20. Firearms in display cases are rendered inoperable and ammo locked elsewhere
- 21. Home is free from health/fire hazards
- 22. Hazardous areas are mitigated through the use of fences, banisters, railings, grates, natural barriers, protective hardware or other licenser approved methods:
 - a. Fall hazards 3 feet or more (steep grades, cliffs, open pits, window wells, stairwells, elevated porches, retaining walls, etc) are mitigated
 - b. Drowning hazards (pools, hot tubs, water features, ponds, streams, canals, etc) are mitigated
 - c. Burn hazards (fireplaces, candles, radiators, etc) are mitigated
 - d. Unstable heavy items (televisions, bookshelves, etc) are mitigated
 - e. Dangerous traffic conditions are mitigated
 - f. Other hazards addressed/mitigated
- 23. Safety devices as appropriate for ages (outlet covers, safety gates, etc.)
- 24. Bedrooms measure 40 square feet per child with no more than 4 children in any room
- 25. Beds are adequate to the size of the child(ren) you'll be taking
- 26. Screens in foster bedroom windows
- 27. Closet/Dresser for foster child's belongings
- 28. Number of bedrooms in home: ____ Number of bedrooms available for foster placements: ____
- Your licenser will be the one to inspect and approve all methods of meeting these requirements. If you have a situation that you are unsure of, please contact your licenser in advance to discuss it. Your licenser can offer you the technical assistance necessary to creatively problem-solve and assist you in coming into compliance with these requirements.
- If full compliance cannot be verified on the first visit, a follow-up visit may be necessary. Your license will be issued following licenser's ability to verify full compliance on all rules and checklist items. Be sure to familiarize yourself with R-501-12, as this is not a complete list of all requirements that you will be held to.