

Plan Review Application for Henderson County Child Day Care Facilities

Review for Compliance with NC Rules Governing the Sanitation of Child Day Care Facilities (15A NCAC 18A.2800)

This application may be copied for future use when submitting plans to Henderson County.

The Rules Governing the Sanitation of Child Day Care Facilities require that plans be submitted to the Henderson County Department of Environmental Services and approved **prior to** construction/renovation/modification/change of ownership of such facilities.

Submit plans to: **Henderson County Department of Public Health
Environmental Health (Plan Review)
1200 Spartanburg Highway, Suite 100
Hendersonville, NC 28792**

If you have questions, contact one of the contact people in the Plan Review Section listed below:

Michael McHugh, R.S.
Environmental Health Specialist
828-692-4228

David Edwards, R.S.
Environmental Health Specialist
828-692-4228

Garrett Rapp, R.S.
Environmental Health Specialist
828-692-4228

_____ **Plans must include drawing showing the placement of equipment in the facility, including any storage, food service areas, diaper changing areas, trash can wash facilities, along with general plumbing, electrical, and mechanical and lighting drawings and equipment and finishes schedules.**

_____ **Each child care classroom should be identified by the age group(s) using the room.**

_____ **Plans must include a site plan locating exterior equipment such as dumpsters or compactors and indicating the proposed connections to approved sewer and water connections.**

In addition, please complete the following information to identify the plans and to whom any questions regarding this review should be forwarded.

_____ **New**

_____ **Remodel**

_____ **Conversion**

Main Food Service

Kitchen or catered meals? _____

Where will the children eat meals? (family style in classrooms, dining area, etc.) _____

Will dishes, trays, silverware, etc be used or disposable? _____

Can the kitchen door be locked? _____

Infant Food Service (if applicable)

Will bottles be stored, prepared, warmed, served, etc. in the infant room or out of the kitchen?

Does the infant room have countertop space for warming bottles? _____

What method will be used to warm bottles? _____

Is there a refrigerator for bottle storage? _____

Is there a separate hand wash lavatory used exclusively for bottle/food preparation hand washing? _____

Diapering

Do the infants, toddlers, and two's all have diapering stations? _____

If not in each room, please explain. _____

Can the caregiver view the children while changing diapers? _____

Where and how will soapy water and sanitizers be stored? _____

Where will diaper creams, gloves, powders, etc. be stored? _____

Is there a separate hand wash lavatory used exclusively for diaper changing hand washing?

Cubbies and Storage

How and where will cubbies be arranged? _____

Are coat hooks spaced at least 12 inches apart? (Be sure the double hook is not used by two children.) _____

Beds, Cribs, Cots, Mats, & Linens

Will cribs have the capability of being spaced 18 inches apart while in use? (If not, crib dividers and partitions are acceptable.) _____

How and where will cots and/or mats be stored? _____

Where is there a designated sick area with cot/mat? _____

Cleaning/Sanitizing

Is all furniture in the infant and toddler room a smooth, washable finish? _____

How will toys in infant and toddler rooms be washed and sanitized? _____

Please explain what types of sanitizer will be used to sanitize toys, diaper and food areas, furniture, etc. _____

Do you have appropriate test strips for the type of sanitizer you are using? _____

Where is the can wash facility (mop sink) for cleaning trash cans, dumping mop water, etc.? _____

Hand Wash Lavatories

Does each toilet area have a hand wash lavatory? _____

Does the diaper changing station have a hand wash lavatory exclusively for diaper hand washing? _____

Does the food service area in the infant and toddler room have a hand wash lavatory exclusively for food service hand washing? _____

What types of faucets are at all hand wash lavatories? (Please note that metering types are not allowed unless they can retain warm water for at least 20 seconds at first pressing.) _____

Locked Items

Please indicate **where** the following types of locked items will be stored and **what type** of lock:

Medicines (both refrigerated and non-refrigerated) _____

Cleaning supplies and all types of chemicals _____

Personal belongings (purses, keys, employee items) _____

Aerosols and all other toxic products _____

Janitor's closet _____

Hot water supply

Please relay this to your plumber and engineer.

The kitchen water temperature will need to be a minimum of 130 degrees Fahrenheit, and all other sinks accessible to children must be maintained between 90-110 degrees Fahrenheit.

We have found that using two water heaters is the best option. With two different temperature requirements in the kitchen and classrooms, two water heaters with separate settings allows this to be achieved. Mixing valves have a high failure rate and aren't very dependable. If a hand wash lavatory fluctuates and produces hot water that is over 110 degrees, a day care will be put on provisional status.

Please explain what the specifications of your water heater(s) are. **(Please note if you are using two heaters and which one is for kitchen and which one is for classrooms.)**

Storage tank size _____

Gallon per hour recovery _____

Lighting

Do all light fixtures have shatterproof or shielded bulbs? _____

Will lighting illuminate 50 foot-candles at all work areas? _____

Will lighting illuminate 10 foot-candles at all other areas, including storage? _____

Finishes

Please describe the finishes/construction material in the following areas (all must be washable):

Diaper changing counters _____

Food service counter in infant rooms _____

Floors around diapering and food service counters in infant and toddler rooms _____

Backsplash of diapering and food service counters in infant and toddler rooms _____

Cabinetry in classrooms _____

Kitchen floors and base _____

Kitchen walls _____

Kitchen ceiling _____

Outside Premises

Please describe the playground area (size, type of play equipment, type of fence, water activities, etc.). _____

Is the can wash facility outside? _____

If yes, is there a fence and lock around it so it is not accessible to children? _____

Is the HVAC, mechanical equipment, etc. locked with a fence around it so it is not accessible to children? _____

Explain. _____
