

Legacy Prep School

3227 Old Jennings Rd
Middleburg, FL

3 Inspection Visits Since 2023 · 16 Findings

Most recent inspection: Sep 23, 2025

● 16 Important

Across 3 inspections since 2023, the issues cited most often were The Facility's Fencing Walls or Gate Area Had Gaps That Could Allow Children to Exit the Outdoor Play Area. CCF Handbook, Section 3.5, F

Licensing Specialist Observed Fencing Area on Large Playground to Have Gates Removed and Fence Missing. This Allows Children to Exit the Outdoor Play Area. Director Advised That She Is Using the Toddler Play Area Until Replacement of the Fence Is Completed. Licensing Specialist Observed the Gate to the Toddler Play Area to Have Gaps More Than 3 and a Half Inches Wide. Technical Assistance Was Provided From the CCF Handbook: 3.5 Outdoor Play Area F. The Outdoor Play Area Must Have Adequate Fencing or Walls a Minimum of 4 Feet in Height. Fencing, Including Gates, Must Be Continuous and Must Not Have Gaps or Opening Larger Than 3 and a Half Inches That Would Allow Children to Exit the Outdoor Play Area. The Base of the Fence Must Remain at Ground Level and Be Free From Erosion or Buildup to Prevent Inside and Outside Access by Children or Animals. These Areas Must Have at Least Two Exits, with at Least One Being Remote From the Buildings. If an Outdoor Play Area Was Approved for Usage by the Department Prior to October 25, 2017, No New Exits Are Required to Be Added to Meet This Standard. However, if Outdoor Play Area Fencing Is Changed Then the Standard Would Apply, and Two Exits Must Be Provided. Due Date 10/7/2025 (2), Supervision of Children in the [VPK (2)] Group Was Inadequate in That [Teacher Was Not Aware That a Child Had Wandered Into the Three Year Old Classroom]. CCF Handbook, Section 2.4

During the Walkthrough of the Facility, Licensing Specialist Observed the Following: Licensing Specialist Observed a Child Playing on the Sleep Mats in the Three-year-old Classroom That Was Enrolled in the VPK 2 Classroom. Licensing Specialist Observed That the VPK Teacher Was Unaware That the Child Had Wandered Into the Other Classroom. Licensing Specialist Observed the Three-year-old Teacher Cleaning a Shelf in the Classroom While Children Were in the Sleep Area with Lights Off and Running and Playing. Technical Assistance Was Provided From the CCF Handbook: 2.4 Supervision 2.4.1 General Supervision Requirements A. Child Care Personnel Must Position Themselves in the Outdoor Play Area So That All Children Can Be Observed and Directly Supervised. B. Child Care Personnel Must Be Assigned to Provide Direct Supervision to a Specific Group of Children and Be with That Group of Children at All Times. Children Must Never Be Left Without Child Care Personnel Supervision Inside or Outside the Facility, in a Vehicle, or at a Field Trip Location. C. Supervision Standards Apply at All Times Away From the Child Care Facility, Including During Field Trips, Outdoor Play, and When Picking Up or Dropping Off Children at Designated Locations, Such as Bus Stops, School, or a Child's Home. For School-age Children, Personnel Must Know Where the Children Are and What They Are Doing at All Times and Capable of Responding to Emergencies Including When Children Are Separated From Their Group. D. At... (1), and An Area of the Facility Was Observed to Be a Serious Health Hazard to Children in Care. CCF Handbook, Section 3.1

About this report

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Licensing Specialist Observed the Community Restroom Located in the Three-year- Old Classroom to Have a Large Amount of Dead and Alive Bugs in the Bathtub Within the Restroom. Director Advised Licensing Specialist That Bugs Are Coming From the Drainpipes Due to Building Being Old. Director Advised That She Cleans the Bathtub Every Morning and Is Considering Having the Tub Removed. This Restroom Is Used by the Two-year-olds, Three-year-olds and VPK Classrooms. Licensing Specialist Observed the Restroom Sinks and Floor Tiles to Have Rust and Peeling Paint. Licensing Specialist Observed the Restroom in Need of Cleaning and Repair. Technical Assistance Was Provided From the CCF Handbook: 3 Physical Environment Children Are Much More Susceptible to the Adverse Effects of Environmental Factors, Materials and Toxicants. It Is Imperative That the Child Care Environment Is Conducive to the Healthy Development of Children. 3.1 General Health and Safety Requirements A. All Child Care Facilities Must Be Clean, in Good Repair, Free From Health and Safety Hazards and From Evidence Of, or Presence Of, Vermin Infestation. Indoor Play Areas Must Be Inspected Daily for Basic Health and Safety and Documented on a Daily Inspection Log. Outdoor Play Areas Must Be Inspected Daily for Basic Health and Safety. Any Problems Must Be Corrected Before the Play Area Is Used by Children. Documentation of the Indoor Play Area Inspection Must Be Maintained for 12 Months. Due Date 10/7/2025 (1). None of the 16 findings were critical.

Inspection Visits

Sep 23, 2025 10 Findings ● 10 Important

- **Supervision of Children in the [VPK (2)] Group Was Inadequate in That [Teacher Was Not Aware That a Child Had Wandered Into the Three Year Old Classroom]. CCF Handbook, Section 2.4**

During the Walkthrough of the Facility, Licensing Specialist Observed the Following: Licensing Specialist Observed a Child Playing on the Sleep Mats in the Three-year-old Classroom That Was Enrolled in the VPK 2 Classroom. Licensing Specialist Observed That the VPK Teacher Was Unaware That the Child Had Wandered Into the Other Classroom. Licensing Specialist Observed the Three-year-old Teacher Cleaning a Shelf in the Classroom While Children Were in the Sleep Area with Lights Off and Running and Playing. Technical Assistance Was Provided From the CCF Handbook: 2.4 Supervision 2.4.1 General Supervision Requirements A. Child Care Personnel Must Position Themselves in the Outdoor Play Area So That All Children Can Be Observed and Directly Supervised. B. Child Care Personnel Must Be Assigned to Provide Direct Supervision to a Specific Group of Children and Be with That Group of Children at All Times. Children Must Never Be Left Without Child Care Personnel Supervision Inside or Outside the Facility, in a Vehicle, or at a Field Trip Location. C. Supervision Standards Apply at All Times Away From the Child Care Facility, Including During Field Trips, Outdoor Play, and When Picking Up or Dropping Off Children at Designated Locations, Such as Bus Stops, School, or a Childs Home. For School-age Children, Personnel Must Know Where the Children Are and What They Are Doing at All Times and Capable of Responding to Emergencies Including When Children Are Separated From Their Group. D. At...

04-01 - Supervision CCF Handbook, Section 2.4

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- **An Area of the Facility Was Observed to Be a Serious Health Hazard to Children in Care. CCF Handbook, Section 3.1**

Licensing Specialist Observed the Community Restroom Located in the Three-year- Old Classroom to Have a Large Amount of Dead and Alive Bugs in the Bathtub Within the Restroom. Director Advised Licensing Specialist That Bugs Are Coming From the Drainpipes Due to Building Being Old. Director Advised That She Cleans the Bathtub Every Morning and Is Considering Having the Tub Removed. This Restroom Is Used by the Two-year-olds, Three-year-olds and VPK Classrooms. Licensing Specialist Observed the Restroom Sinks and Floor Tiles to Have Rust and Peeling Paint. Licensing Specialist Observed the Restroom in Need of Cleaning and Repair. Technical Assistance Was Provided From the CCF Handbook: 3 Physical Environment Children Are Much More Susceptible to the Adverse Effects of Environmental Factors, Materials and Toxicants. It Is Imperative That the Child Care Environment Is Conducive to the Healthy Development of Children. 3.1 General Health and Safety Requirements A. All Child Care Facilities Must Be Clean, in Good Repair, Free From Health and Safety Hazards and From Evidence Of, or Presence Of, Vermin Infestation. Indoor Play Areas Must Be Inspected Daily for Basic Health and Safety and Documented on a Daily Inspection Log. Outdoor Play Areas Must Be Inspected Daily for Basic Health and Safety. Any Problems Must Be Corrected Before the Play Area Is Used by Children. Documentation of the Indoor Play Area Inspection Must Be Maintained for 12 Months. Due Date 10/7/2025

12-05 - Facility Environment CCF Handbook, Section 3.1

- **Harmful Items Including Cleaning Supplies, Flammable Products, Poisonous, Toxic, and Hazardous Materials Were Accessible to Children in Care. CCF Handbook, Section 3.2, B**

Licensing Specialist Observed Cleaning Supply on Shelf Unattended and Accessible to Children in the Three-year-old Classroom. Technical Assistance Was Provided From the CCF Handbook: 3.2 Toxic/Hazardous Material/Firearms/Weapons B. All Potentially Harmful Items, Including Cleaning Supplies, Flammable Products, Poisonous, Toxic, and Hazardous Materials, Must Be Labeled and Used According to Manufacturers Recommendation. These Items, as Well as Knives, Sharp Tools, and Other Potentially Dangerous Hazards, Must Be Stored in a Locked Area or Must Be Inaccessible and Out of a Childs Reach at All Times. Corrective Action: Licensing Specialist Observed the Teacher Remove the Cleaning Bottles and Relocate to a Storage Room. This Standard Was Brought Into Compliance During Inspection. Due Date Completed at Time of Inspection

13-03 - Toxic Substances, Hazardous Materials and Weapons CCF Handbook, Section 3.2

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- **The Facility Did Not Have 35 Square Feet of Usable Floor Space per Child for the Number of Children Observed in Care. The Facility Had a Capacity of [11 Children in VPK A and B] Based on 35 Square Feet and [Licensing Specialist Observed 15 in VPK A and 12 in VPK B] Children Were Observed in Care. CCF Handbook , Section 3.4.2, D**

Licensing Specialist Observed 15 Children in VPK A to One Staff and 12 Children in VPK B to One Staff. The Licensing Capacity in Both Classrooms Has a Maximum of 11 Children per 35 Square Feet of Usable Floor Space. Technical Assistance Was Provided From the CCF Handbook: 3.4.2 Indoor Square Footage/Usable Floor Space 3.4.2 Indoor Square Footage/Usable Floor Space A. A Child Care That Had a Valid License on October 1, 1992 Must Have a Minimum of 20 Square Feet of Usable Indoor Floor Space for Each Child. This Provision Is Not Affected by a Change of Ownership as Long as the Program Remains Continuously Licensed at the Original Site. A Child Care Facility That Did Not Hold a Valid License on October 1, 1992 and Seeks Approval to Operate as a Child Care Facility Must Have a Minimum of 35 Square Feet for Each Child. B. Usable Indoor Floor Space Refers to Space Available for Indoor Play, Classroom, Work Area, or Nap Area. C. To Determine Overall Facility Capacity, Usable Indoor Floor Space Is Calculated by Measuring at Floor Level From Interior Walls and by Deleting Space for Stairways, Toilets and Bath Facilities, Permanent Fixtures and Non-movable Furniture. Kitchens and Designated Food Preparation Areas, Offices, Laundry Rooms, Storage Areas, Hallways, and Other Areas Not Normally Used or Accessible to the Children in Daily Operations Are Not Included When Calculating Usable Indoor Floor Space to Determine Total Facility Capacity. D. Each Room Routinely Used as a Classroom Mu...

15-03 - Licensed Capacity CCF Handbook , Section 3.4

- **The Facility's Outdoor Play Area Contained Litter, Nails, Glass or Other Hazards That Posed a Threat to the Health, Safety or Well-being of the Children. CCF Handbook, Section 3.5, A**

Licensing Specialist Observed a Pressure Washer Machine with Tubes and an Electrical Extension Cord on Large Playground Area. Director Advised That the Items Belonged to a Contractor She Hired to Repair the Fence. Director Advised That Due to the Fencing Repairs, She Had Not Allowed the Children to Go on Outdoor Play Area. Technical Assistance Was Provided for the CCF Handbook: 3.5 Outdoor Play Area A. The Outdoor Play Area Must Be Clean and Free From Litter, Nails, Glass and Other Hazards. Due Date 10/7/2025 Page 4 of 9 Name: Legacy Prep School License #: C04CL0169 Address: 3227 Old Jennings Rd Middleburg FL 32068 Type: Routine Date: 09/23/2025

17-02 - Outdoor Play Area/Fencing CCF Handbook, Section 3.5

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- **The Facility's Fencing Walls or Gate Area Had Gaps That Could Allow Children to Exit the Outdoor Play Area. CCF Handbook, Section 3.5, F**

Licensing Specialist Observed Fencing Area on Large Playground to Have Gates Removed and Fence Missing. This Allows Children to Exit the Outdoor Play Area. Director Advised That She Is Using the Toddler Play Area Until Replacement of the Fence Is Completed. Licensing Specialist Observed the Gate to the Toddler Play Area to Have Gaps More Than 3 and a Half Inches Wide. Technical Assistance Was Provided From the CCF Handbook: 3.5 Outdoor Play Area F. The Outdoor Play Area Must Have Adequate Fencing or Walls a Minimum of 4 Feet in Height. Fencing, Including Gates, Must Be Continuous and Must Not Have Gaps or Opening Larger Than 3 and a Half Inches That Would Allow Children to Exit the Outdoor Play Area. The Base of the Fence Must Remain at Ground Level and Be Free From Erosion or Buildup to Prevent Inside and Outside Access by Children or Animals. These Areas Must Have at Least Two Exits, with at Least One Being Remote From the Buildings. If an Outdoor Play Area Was Approved for Usage by the Department Prior to October 25, 2017, No New Exits Are Required to Be Added to Meet This Standard. However, if Outdoor Play Area Fencing Is Changed Then the Standard Would Apply, and Two Exits Must Be Provided. Due Date 10/7/2025

17-06 - Outdoor Play Area/Fencing CCF Handbook, Section 3.5

- **Milk And/or Food Sat Out Longer Than 15 Minutes Prior to the Beginning of the Meal. CCF Handbook, Section 3.9.5, C**

Licensing Specialist Arrived to the Facility at 11:24 Am and Observed Lunch Plates with Green Peas on Classroom Tables. Licensing Specialist Conducted a Walkthrough of Facility and Noticed Green Peas Still on Plates at 11:50 Am. Staff Advised Licensing Specialist That Lunch Is Served at 12:00 Pm. Licensing Specialist Advised Staff Food Sat Out Longer Than 15 Minutes Could Not Be Served Due to Temperature Requirements. Technical Assistance Was Provided From the CCF Handbook: 3.9.5 Food Handling C. Milk and Food Must Not Sit Out for Longer Than 15 Minutes Prior to the Beginning of the Meal to Avoid Contamination and Spoilage. Food Must Not Be Served to Children at More Than 110 Degrees Fahrenheit. Allow Time for Food to Cool Before Serving to Children That Does Not Exceed 15 Minutes. Corrective Action: Licensing Specialist Observed Staff Remove Plates and Throw Them Away. This Standard Was Brought Into Compliance During Inspection. Due Date Completed at Time of Inspection

25-15 - Meals and Snacks CCF Handbook, Section 3.9

- **Child Care Personnel, Including Volunteers Who Work 10 Hours or More per Month Did Not Complete the Required In-service Training During the States Fiscal Year Beginning July 1 and Ending June 30. CCF Handbook, Section 4.2.7**

Licensing Specialist Observed Eight Staff Members Who Did Not Complete the 10 Hours In-service Training During the State's Fiscal Year Beginning July 1st, 2024- June 30th ,2025. Technical Assistance Was Provided From the CCF Handbook: 4.2.7 Annual In-Service Training Upon Successful Completion of the 40-hour Introductory Training Requirements, Child Care Personnel Must Complete a Minimum of 10 Clock- Hours or One CEU of In-service Training Annually During the States Fiscal Year Beginning July 1 and Ending June 30. Due Date 10/7/2025

33-07 - Training Requirements CCF Handbook. Section 4

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- **The Facility Did Not Maintain a Record for Each Child Who Received Medication While in Care. CCF Handbook, Section 6.5, F**

Licensing Specialist Observed Eczema Cream and Diaper Cream in the One-year-old Classroom Without an Authorized to Administer Medication Form. Licensing Specialist Observed Medication Forms Not Completed with Dosage and Times to Administer. Technical Assistance Was Provided From the CCF Handbook: 6.5 Medication Child Care Programs Are Not Required to Give Medication; However, if a Program Chooses to Do So, It Must Comply with the Following Requirements: A. The Child Care Program Must Have Written Authorization From the Custodial Parent or Legal Guardian to Give Prescription and Non- Prescription Medications. This Authorization Must Be Dated and Signed by the Custodial Parent or Legal Guardian and Contain the Childs Name; The Name of the Medication to Be Given; And Date, Time and Amount of the Correct Dosage to Be Given. Prescription and Non- Prescription Medications That Are Used on an as Needed Basis Require the Parent/ Legal Guardian to Provide Additional Documentation on the Authorization Form to Describe Symptoms That Would Require the Medication to Be Given. The Child Care Provider Must Never Administer a Medication That Is Prescribed for One Child to Another Child. F. The Facility Must Maintain a Record for Each Child Receiving Any Medications That Documents the Full Name of the Child, the Name of the Medication, the Date and Time the Medication Was Given, the Amount and Dosage, and the Name and Signature of the Person Who Gave the Medication. This Record Must Be Initi...

40-11 - Medication CCF Handbook, Section 6.5

- **The Facility Did Not Have a Fully-completed Enrollment Form (CF-FSP Form 5219) or Equivalent Form for the Child(ren) in Care. CCF Handbook, Section 7.3**

Licensing Specialist Observed 11 Children Enrollment Forms Not Fully Completed. Licensing Specialist Observed 11 Children Enrollment Forms Missing Date of Enrollment and Emergency Contact Information. Technical Assistance Provided From the CCF Handbook: 7.3 Enrollment Information The Facility Operator Shall Obtain Enrollment Information From the Childs Custodial Parent or Legal Guardian Prior to Accepting a Child in Care. This Information Shall Be Documented on CF-FSP Form 5219, Child Care Application for Enrollment, Which Is Incorporated by Reference in 65C-22.001(7)(f), F.A.C., or an Equivalent Form That Contains All the Information Required by the Department on CF-FSP Form 5219. CF-FSP Form 5219 May Be Obtained From the Licensing Authority or on the Departments Website at www.myflfamilies.com/childcare. A. Enrollment Information Shall Be Kept on File, Current and Available for Review by the Licensing Authority. B. The Enrollment Information Shall Include, in Writing, Permission for the Facility to Release the Child to Any Person(s) Authorized or in the Manner Authorized by the Custodial Parent or Legal Guardians. The Name, Address, and Phone Number of Authorized Persons Must Be in the Enrollment Information. Due Date 10/7/2025

43-02 - Enrollment Information CCF Handbook, Section 7.3 & s. 402.3054(2), F.S.

Jan 23, 2024 1 Finding ● 1 Important

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- **There Were No Daily Attendance Records or They Were Unavailable for Review by the Licensing Authority. CCF Handbook, Section 7, B.4**

Staff in the One-year-old Classroom Could Not Locate Her Attendance Roster for Children in Care. FSC Had Director to Create New Roster and Children Were Logged in Accordingly. Child Care Facility Handbook States: 7 Record Keeping Each of the Records Described in This Section Must Be Maintained at the Program Location and Must Be Available During the Hours of Operation for Review by the Licensing Authority: B: 4. Daily Attendance of Children Records Must Be Maintained for a Minimum of 12 Months.

46-01 - Daily Attendance CCF Handbook, Section 7.5

Oct 3, 2023 5 Findings ● 5 Important

- **The Facility's Fencing Walls or Gate Area Had Gaps That Could Allow Children to Exit the Outdoor Play Area. CCF Handbook, Section 3.5, F**

3.5 Outdoor Play Area F. The Outdoor Play Area Must Have Adequate Fencing or Walls a Minimum of 4 Feet in Height. Fencing, Including Gates, Must Be Continuous and Must Not Have Gaps or Opening Larger Than 3.5 Inches That Would Allow Children to Exit the Outdoor Play Area. The Base of the Fence Must Remain at Ground Level and Be Free From Erosion or Buildup to Prevent Inside and Outside Access by Children or Animals. These Areas Must Have at Least Two Exits, with at Least One Being Remote From the Buildings. If an Outdoor Play Area Was Approved for Usage by the Department Prior to October 25, 2017, No New Exits Are Required to Be Added to Meet This Standard. However, if Outdoor Play Area Fencing Is Changed Then the Standard Would Apply, and Two Exits Must Be Provided. Counselor Observed Fencing Area Around the Preschool Playground to Be in Need of Repair and Replacement in Several Areas. The Top of the Fence Area Was Found to Be Disconnected From the Top Pole Support in Several Areas on the Preschool Playground. The Back Exit Gate to the Preschool Playground Had a Gap of More Than 3.5 Inches. Counselor Advised Provider to Have Gate Adjusted and Straighten to Eliminate Gap. Provider Advised Counselor That They Are in the Process of Making Appointments with Contractors to Have the Fence Replaced. The Following TA Was Provided: Counselor Advised Provider to Immediately Secure All Gaps on the Fence with Cable Ties Until Fence Is Replaced. This Will Prevent the Children From Exiti...

17-06 - Outdoor Play Area/Fencing CCF Handbook, Section 3.5

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- **During the Facility's Licensure Year, Fire Drills Utilizing the Approved Alarm System Were Not Conducted Monthly at Various Dates and Times When Children Were in Care [During the Months of May, June, August, and September]. CCF Handbook, Section 3.8.4, A**

Counselor Observed the Fire Drill and Emergency Preparedness Logs and Found That Drills Were Not Conducted at the Facility Since 4/21/23. Provider Advised Counselor That Drills Were Conducted with the Children, but Not Recorded on Required Logs. Counselor Advised Provider to Document All Performed Drills Appropriately on the Required Logs. 3.8.4 Fire Drills A. During the Facility's License Year, Fire Drills Utilizing the Alarm System, Approved by the Local Fire Authority, Must Be Conducted Monthly at Various Dates and Times When Children Are in Care. Child Care Facility Handbook Page

23-06 - Fire Drills & Emergency Preparedness CCF Handbook, Section 3.8

28 B. When the facility's approved fire alarm alert system is activated or initiated, all adults and children must evacuate the facility. C. A current attendance record and parent contact information must accompany child care personnel out of the building during a drill or actual evacuation and be used to account for all children. The operator must maintain a written record of the fire drills showing the date, number of children and child care personnel in attendance, evacuation route used, and time taken for all individuals to evacuate the premises. Each fire drill record must be maintained for a minimum of 12 months from the date of the fire drill. The fire drills conducted must include, at a minimum: 1. One fire drill using an alternate evacuation route, 2. One fire drill during napping/sleeping times, and 3. One fire drill in the presence and at the request of the licensing authority. This d...

- **The Director Responsible for the Daily Operation of the Program Did Not Have an Active Director Credential. CCF Handbook, Section 4.7**

The Provider Is Currently on a Provisional License. 4.7 Director Credential Section 402.305(2)(g), F.S., Requires a Child Care Facility to Have a Credentialed Director. Every Applicant for a License to Operate a Child Care Facility or a License for a Change of Ownership of a Child Care Facility Must Document That the Facility Director Has an Active Director Credential Prior to Issuance of the License.

34-04 - Credentialed Staff CCF Handbook, Section 4.6 & 4.7

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- **A Prescription or Non-prescription Medication, Specifically [Diaper Creams], Was Dispensed Without Written Authorization From the Custodial Parent or Legal Guardian. CCF Handbook, Section 6.5, A and K**

Counselor Observed Two Diaper Cream Ointments in the Two-year-old Classroom, with No Authorization to Administer Form From Parent. 6.5 Medication Child Care Programs Are Not Required to Give Medication; However, if a Program Chooses to Do So, It Must Comply with the Following Requirements: A. The Child Care Program Must Have Written Authorization From the Custodial Parent or Legal Guardian to Give Prescription and Non- Prescription Medications. This Authorization Must Be Dated and Signed by the Custodial Parent or Legal Guardian and Contain the Child's Name; The Name of the Medication to Be Given; And Date, Time and Amount of the Correct Dosage to Be Given. Prescription and Non-Prescription Medications That Are Used on an as Needed Basis Require the Parent/ Legal Guardian to Provide Additional Documentation on the Authorization Form to Describe Symptoms That Would Require the Medication to Be Given. The Child Care Provider Must Never Administer a Medication That Is Prescribed for One Child to Another Child. K. Use of Diaper Creams and Insect Repellent May Only Be Utilized with Written Permission From Parents/guardians. Manufacturer Instructions Must Be Followed. Provider Called Parent and Had Form Completed and Faxed Back to Facility During Inspection.

40-01 - Medication CCF Handbook, Section 6.5

- **A Complete CF-FSP Form 5131, Background Screening and Personnel File Requirements, Was Not on File for All Employees. CCF Handbook, Section 7.4.1, A**

Counselor Observed Three Employees Missing the CF-FSP Form 5131. 7.4.1 Background Screening Documents Background Screening Documentation Must Be Maintained for All Child Care Personnel as Defined by Section 402.302(3), F.S., Which Includes Household Members if the Facility Is Located in or Adjacent to the Home of the Operator. Background Screening Documentation Must Be On-site and Available for the Licensing Authority to Review. A. Each Personnel Record Must Have a Completed CF-FSP Form 5131, Background Screening and Personnel File Requirements, Which Is Incorporated by Reference in Paragraph 65C-22.001(7)(b), F.A.C. Provider Completed During Inspection

45-01 - Background Screening Documents CCF Handbook, Section 7.4.1

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