

## Child Care Inspection Checklist

INSPECTION TYPE: Monitoring		INSPECTION DATE: 09/16/2025	
<b>I. PROVIDER INFORMATION</b>			
PROVIDER NAME: YWCA Downtown		PROVIDER ID: 1080189	
DOING BUSINESS AS:		CAPACITY: 40	
PRIMARY CONTACT PERSON: Arrienne Maldonado		AGE RANGE: 3 years 0 months - 6 years 0 months	
FACILITY TYPE: Child Care Center		LICENSING TYPE: Licensed	LICENSE STATUS: Open REFERRAL STATUS:
<b>II. WORKER ASSIGNMENT</b>			
LICENSOR: Judy Davis		EMAIL ADDRESS: judy.davis@dcyf.wa.gov	TELEPHONE NUMBER: 509-342-5863
LICENSING SUPERVISOR: Helen Cramer		EMAIL ADDRESS: helen.cramer@dcyf.wa.gov	TELEPHONE NUMBER: 509-309-5778
<b>III. DAYS AND HOURS OF OPERATION</b>			
DAYS OF OPERATION:		HOURS OF OPERATION:	

### DEFINITIONS

**Variance (V):** an official approval by the department to allow an early learning program to achieve the outcome of a rule or rules in this chapter in an alternative way than described due to the needs of a unique or specific program approach or methodology.

**Waiver (W):** an official approval by the department allowing an early learning provider not to meet or satisfy a rule in this chapter due to specific needs of the program or an enrolled child.

**Key Indicators (KI):** Regulations that predict further compliance in each section and if non-compliant will instruct the licensor to inspect all regulations in that section.

### Risk Level Classification:

**IMMEDIATE CONCERN (I).** Rules of immediate concern are requirements developed by the department to protect the health and safety of children against substantial risk of injury, illness, or death. The provider must correct any violation of rules of immediate concern as soon as possible, but in no case later than the next business day.

**SERIOUS CONCERN (S).** Rules of serious concern are requirements developed by the department to protect the health and safety of children against substantial risk of injury or illness. The provider must correct any violation of rules of serious concern as soon as possible, but in no case later than five business days from the date of non-compliance.

**SHORT TERM CONCERN (S).** Rules of short term concern are requirements developed by the department to protect the health and safety of children against the risk of injury or illness that is likely to occur if a provider fails to comply over a short period of time. The provider must correct any violation of rules of short term concern as soon as possible. The provider must demonstrate compliance to the department within 10 business days from the date of non-compliance.

**LONG TERM CONCERN (L).** Rules of long term concern are requirements developed by the department to protect the health and safety of children against the potential risk of injury or illness that is likely to occur if a provider fails to comply over an extended period of time. The provider must agree to correct any violation of rules of long term concern as soon as possible. The provider must demonstrate compliance to the department within 20 business days from the date of non-compliance.

<b>Family Engagement and Partnerships</b>		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0085(1)	Long Term	Compliance
<b>Description:</b> An early learning provider must communicate with families to identify individual children's developmental goals.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0085(2)	Long Term	Compliance
<b>Description:</b> An early learning provider must attempt to obtain information from each child's family about that child's developmental, behavioral, health, linguistic, cultural, social, and other relevant information. The provider must make this attempt upon that child's enrollment and annually thereafter.		

<b>Interactions and Curriculum</b>		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0300(1)(a)	Short Term	Compliance
<b>Description:</b> An early learning provider must develop an individual care plan for each child with special needs and must notify the department when a child with special needs is enrolled or identified in the early learning program. Plans and documentation required under this section must: (a) Meet the requirements of this section;		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0305(4)	Long Term	Compliance
<b>Description:</b> A lead teacher or family home early learning provider must be given regularly scheduled time to plan and develop curriculum and activities. Planning may be done during rest time but all supervision requirements pursuant to WAC 110-300-0345 must be met.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0320(1)	Long Term	Compliance
<b>Description:</b>		

An early learning provider must work to maximize children’s interests, engagement with developmentally and culturally responsive activities, and ability to learn from play.

WAC/RCW	Risk Level	Code
110-300-0330(1)	Short Term	Compliance

**Description:**

An early learning provider must work to maintain positive relationships with children by using consistent guidance techniques to help children learn. Guidance techniques must adapt an early learning program’s environment, routines, and activities to a child’s strength’s, developmental level, abilities, culture, community, and relate to the child’s behavior.

WAC/RCW	Risk Level	Code
110-300-0330(2)	Short Term	Compliance

**Description:**

Guidance techniques may include: (a) Coaching behavior; (b) Modeling and teaching social skills such as taking turns, cooperation, waiting, self-control, respect for the rights of others, treating others kindly, and conflict resolution; (c) Offering choices; (d) Distracting; (e) Redirecting or helping a child change their focus to something appropriate to achieve their goal; (f) Planning ahead to prevent problems and letting children know what events will happen next; (g) Explaining consistent, clear rules and involving children in defining simple, clear classroom limits; (h) Involving children in solving problems; and (i) Explaining to children the natural and logical consequence related to the child’s behavior in a reasonable and developmentally appropriate manner.

WAC/RCW	Risk Level	Code
110-300-0335(2)	Serious	Compliance

**Description:**

Physical restraint must only be used if a child’s safety or the safety of others is threatened and must be: (a) Limited to holding a child as gently as possible to accomplish restraint; (b) Limited to the minimum amount of time necessary to control the situation; and (c) Developmentally appropriate.

WAC/RCW	Risk Level	Code
110-300-0345(2)	Short Term	Compliance

**Description:**

An early learning provider must meet capacity, group size, mixed age-grouping, and staff-to-child ratios while children are in care. This includes but is not limited to:

- (a) Indoor and outdoor play activities;
- (b) Off-site activities;
- (c) During transportation;
- (d) Meal times;
- (e) Rest periods;
- (f) Evening or overnight care;
- (g) When children are on different floor levels of the early learning program.

WAC/RCW	Risk Level	Code
110-300-0345(3)	Short Term	Compliance

**Description:**

An early learning provider must supervise children in care by: (a) Scanning the environment looking and listening for both verbal and nonverbal cues to anticipate problems and plan accordingly; (b) Visibly checking children on many occasions with little time in between; (c) Positioning themselves to supervise all areas accessible to children; (d) Attending to children and being aware of what children are doing at all times; (e) Being available and able to promptly assist or redirect a child as necessary; and (f) Considering the following when deciding whether increased supervision is needed: (i) Ages of children; (ii) Individual differences and abilities of children; (iii) Layout of the indoor and outdoor licensed space and play area; (iv) The risk associated with the activities children are engaged in; and (v) Any nearby hazards including those in the licensed or unlicensed space.

WAC/RCW	Risk Level	Code
110-300-0345(4)	Short Term	Compliance

**Description:**

An early learning program staff member may undertake other activities for a temporary time period when not required to be providing active supervision required under subsection (5)(c) of this section. Such activities include, but are not limited to, cleaning up after an activity or preparing items for a new activity. This early learning staff member must remain in visual or auditory range, and be available and able to respond if needed.

WAC/RCW	Risk Level	Code
110-300-0345(5)(b)	Short Term	Compliance

**Description:**

An early learning provider must:  
 (b) Be able to hear when doors in the immediate area are opened to prevent children from leaving unsupervised;

WAC/RCW	Risk Level	Code
110-300-0345(5)(c)	Serious	Compliance

**Description:**

An early learning provider must:  
 (c) Actively supervise children when the children:  
 (i) Interact with pets or animals;  
 (ii) Engage in water or sand play;  
 (iii) Play in an area in close proximity to a body of water;  
 (iv) Use a safe route to access an outdoor play area not immediately adjacent to the early learning program;  
 (v) Engage in planned activities in the kitchen;  
 (vi) Ride on public transportation;  
 (vii) Engage in outdoor play; and  
 (viii) During field trips.

WAC/RCW	Risk Level	Code
110-300-0345(5)(d)	Serious	Compliance

**Description:**

An early learning provider must:  
 (d) Ensure no infant or child is left unattended during:  
 (i) Diapering;  
 (ii) Bottle feeding; or  
 (iii) Tummy time;

WAC/RCW	Risk Level	Code
110-300-0345(5)(e)	Serious	Compliance
<b>Description:</b> An early learning provider must: (e) Provide developmentally appropriate supervision to children while bathing.		
WAC/RCW	Risk Level	Code
110-300-0350(2)	Immediate	Not Applicable
<b>Description:</b> During water activities, an early learning provider must: (a) Ensure a one-to-one (1:1) staff-to-child ratio for infants; (b) Hold or have continuous touch of infants, nonambulatory toddlers, and children with special needs as required; and (c) Keep toddlers within arm's length.		
WAC/RCW	Risk Level	Code
110-300-0350(3)	Short Term	Compliance
<b>Description:</b> An early learning provider must have written permission for water activities from each child's parent or guardian.		
WAC/RCW	Risk Level	Code
110-300-0350(4)	Serious	Compliance
<b>Description:</b> For water activities on or off the early learning program premises, where the water is more than twenty-four inches deep, an early learning provider must ensure: (a) A certified lifeguard is present and on duty; and (b) At least one additional staff member than would otherwise be required is present to help actively supervise if the children are preschool age or older.		
WAC/RCW	Risk Level	Code
110-300-0350(5)	Immediate	Compliance
<b>Description:</b> An early learning provider must have life-saving equipment readily accessible during water activities if a pool is six feet or more in any direction and two feet or more in depth. Life-saving equipment may include a ring buoy and rope, a rescue tube, or a throwing line and a shepherds hook that will not conduct electricity.		
WAC/RCW	Risk Level	Code
110-300-0354(1)(a)	Long Term	Compliance
<b>Description:</b> Center early learning program space must provide fifteen additional square feet for each infant or toddler using a crib or playpen if the crib or playpen is located or placed in the sleeping or play area.		
WAC/RCW	Risk Level	Code
110-300-0356(10)	Serious	Compliance

**Description:**

When only one center staff is required to care for the only group of children on site for up to an hour at the beginning or end of the day, the center licensee must ensure: (a) That staff member provides an appropriate level of supervision at all times to the children in care; (b) That staff member is free of all other duties while providing care to children; and (c) A second individual with a cleared background check is on site and readily available to respond if needed, or the department approves an alternate plan.

WAC/RCW	Risk Level	Code
110-300-0356(3)	Serious	Compliance

**Description:**

A center licensee must not exceed the total capacity or age range stated on the child care license at any time except as provided in this section. All children on the premises, signed in to child care, on an off-site trip from the early learning program, or being transported by the early learning program staff are counted in capacity including the children of staff.

(a) A center licensee must receive department approval to care for a child with special needs, pursuant to WAC 110-300-0300, if the child is older than the maximum age identified on the license. A child with documented special needs may be in care up to age nineteen and must be counted in capacity and staff-to-child ratio.

(b) A child with special needs who requires individualized supervision pursuant WAC 110-300-0300 does not count in the staff-to-child ratio.

(c) A child who turns thirteen years old permitted by chapter 110-290 WAC must be counted in both capacity and staff-to-child ratio.

WAC/RCW	Risk Level	Code
110-300-0356(5)	Short Term	Compliance

**Description:**

In each classroom or well-defined space, the maximum group size and ratio of center staff members to children, including children related to staff or the licensee, must be:

(a) Infants (birth through eleven months of age) with a:

(i) Maximum group size of eight with a ratio of one staff to four children (1:4);

(ii) Maximum group size of nine with a ratio of 1:3;

(b) Toddlers (twelve through twenty-nine months of age) with a:

(i) Maximum group size of fourteen with a ratio of 1:7;

(ii) Maximum group size of fifteen with a ratio of 1:5;

(c) Preschoolers (thirty months through six years of age who are not attending kindergarten or elementary school) with a maximum group size of twenty with a ratio of 1:10; and

(d) School-age children (5 years through twelve years of age who are enrolled in or attending kindergarten or elementary school) with a maximum group size of thirty with a ratio of 1:15.

WAC/RCW	Risk Level	Code
110-300-0356(6)	Short Term	Compliance

**Description:**

A center licensee may combine children of different age groups for periods of no more than the first two hours of the day or the last two hours of the day, not to exceed two hours in any given day, provided the staff-to-child ratio and group size designated for the youngest child in the mixed group are maintained.

WAC/RCW	Risk Level	Code
110-300-0357(2)	Short Term	Not Applicable

**Description:**

A center early learning program must do the following to mix groups of children birth to thirty-six months old with a maximum group size of eight children: (a) Have at least two staff present with the group, consisting of one lead teacher and one other staff member qualified under this chapter; and (b) Keep a staff-to-child ratio of 1:4.

**WAC/RCW****Risk Level****Code**

110-300-0357(3)

Short Term

Not Applicable

**Description:**

A center early learning program must do the following to mix groups of children birth to thirty-six months old with a maximum group size of nine children: (a) Have at least three staff present with the group, consisting of one lead teacher and two other staff members qualified under this chapter; and (b) Keep a staff-to-child ratio of 1:3.

**WAC/RCW****Risk Level****Code**

110-300-0357(4)

Short Term

Not Applicable

**Description:**

A center early learning program must do the following to mix groups of children twelve to thirty-six months old: (a) Have at least two staff present with the group, consisting of one lead teacher and one other staff member qualified under this chapter; and (b) Keep a staff-to-child ratio of 1:7 with a maximum group size of fourteen children.

**WAC/RCW****Risk Level****Code**

110-300-0357(5)

Short Term

Not Applicable

**Description:**

A center early learning program must do the following to mix groups of children twelve to thirty-six months old: (a) Have at least three staff present with the group, consisting of one lead teacher and two other staff members qualified under this chapter; and (b) Keep a staff-to-child ratio of 1:5 with a maximum group size of fifteen children.

**WAC/RCW****Risk Level****Code**

110-300-0357(6)

Short Term

Not Applicable

**Description:**

A center early learning program must do the following to mix groups of children between thirty-six months old through kindergarten with a maximum group size of twenty children: (a) Have at least two staff present with the group, consisting of one lead teacher and one other staff member qualified under this chapter; and (b) Keep a staff-to-child ratio of 1:10.

**WAC/RCW****Risk Level****Code**

110-300-0357(7)

Short Term

Not Applicable

**Description:**

A center early learning program must do the following to mix groups of children between thirty-six months old through kindergarten with a maximum group size of twenty-six children: (a) Have at least three staff present with the group, consisting of one lead teacher and two other staff members qualified under this chapter; and (b) Keep a staff-to-child ratio of 1:10.

WAC/RCW	Risk Level	Code
110-300-0357(8)	Short Term	Not Applicable
<b>Description:</b> A center early learning program must do the following to mix groups of children four-and-one-half to nine years old with a maximum group size of twenty children: (a) Have at least two staff present with the group, consisting of one lead teacher and one other staff member qualified under this chapter; and (b) Keep a staff-to-child ratio of 1:10.		
WAC/RCW	Risk Level	Code
110-300-0357(9)	Short Term	Not Applicable
<b>Description:</b> A center early learning program must do the following to mix groups of children four-and-one-half to nine years old with a maximum group size of twenty-six children: (a) Have at least three staff present with the group, consisting of one lead teacher and two other staff members qualified under this chapter; and (b) Keep a staff-to-child ratio of 1:10.		
WAC/RCW	Risk Level	Code
110-300-0360(1)	Long Term	Compliance
<b>Description:</b> An early learning provider must have an established program and daily schedule that is familiar to children.		

Program Administration and Oversight		
WAC/RCW	Risk Level	Code
110-300-0410(4)	Serious	Compliance
<b>Description:</b> (4) An early learning provider must prevent enrolled children from being exposed to the following known hazards within and around the licensed premises: (a) Lead based paint; (b) Plumbing and fixtures containing lead or lead solders; (c) Asbestos; (d) Arsenic, lead, or copper in the soil or drinking water; (e) Toxic mold; and (f) Other identified toxins or hazards.		
WAC/RCW	Risk Level	Code
110-300-0410(5)	Long Term	Compliance
<b>Description:</b> An early learning provider must place address numbers or signage on the outside of the house or building that contains the early learning program space. The numbers or signage must be legible and plainly visible from the street or road serving the premises.		
WAC/RCW	Risk Level	Code

110-300-0460(4)	Short Term	Compliance
<b>Description:</b> A health record is required for every child who is enrolled and counted in an early learning program's capacity.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0460(4)(a)	Short Term	Compliance
<b>Description:</b> A health record must include: (a) An immunization record, pursuant to WAC 110-300-0210(1);		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0460(4)(b)	Short Term	Compliance
<b>Description:</b> A health record must include: (b) The child's health history including any known health conditions and the child's individual care plan, if applicable;		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0460(4)(d)	Short Term	Compliance
<b>Description:</b> A health record must include: (d) Documentation of special medical procedure training by parent or guardian, if applicable;		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0460(4)(e)	Short Term	Compliance
<b>Description:</b> A health record must include: (e) Medical and dental care provider names and contact information or what facility parents or guardians would prefer for treatment;		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0460(4)(f)	Short Term	Compliance
<b>Description:</b> A health record must include: (f) Dates of the child's last physical and dental exams, if available;		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0460(4)(g)	Short Term	Compliance
<b>Description:</b> A health record must include: (g) Consent to seek medical care and treatment of the child in the event of injury or illness, signed by the child's parent or guardian;		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0460(4)(i)	Short Term	Compliance
<b>Description:</b>		

A health record must include: (i) An incident or injury report, pursuant to WAC 110-300-0475, that includes: (i) The date and description of the child's incident or injury; (ii) Treatment provided to the child while in care; (iii) The names of the early learning program staff providing the treatment; and (iv) Evidence that a copy of the incident or injury report was given to the child's parent or guardian; and

WAC/RCW	Risk Level	Code
110-300-0460(4)(j)	Short Term	Compliance

**Description:**

A health record must include: (j) Documentation that a provider reported food poisoning or contagious diseases to the local health jurisdiction or the department of health, if applicable.

WAC/RCW	Risk Level	Code
110-300-0480(2)	Serious	Not Applicable

**Description:**

During travel to an off-site activity, an early learning provider must: (a) Have the health history, appropriate medication (if applicable), emergency information, and emergency medical authorization forms accessible for each child being transported; (b) Have a phone to call for emergency help; (c) Have a complete first-aid kit; (d) Maintain the staff-to-child ratio, mixed groupings, and active supervision requirements; (e) Have a current first aid and CPR certification pursuant to WAC 110-300-0106 (11); (f) Take attendance using a roll call or other method that assures all children are accounted for each time children begin and end travel to an off-site activity, and every time children enter and exit a vehicle; and (g) Never leave children unattended in the vehicle.

WAC/RCW	Risk Level	Code
110-300-0470(1)	Short Term	Compliance

**Description:**

An early learning provider must have and follow a written emergency preparedness plan. The plan must be reviewed and approved by the department prior to when changes are made. Emergency preparedness plans must:

- (a) Be designed to respond to fire, natural disasters, and other emergencies that might affect the early learning program;
- (b) Be specific to the early learning program and able to be implemented during hours of operation;
- (c) Address what the provider would do if the provider has an emergency and children may be left unsupervised;
- (d) Address what the early learning program must do if parents are not able to get to their children for up to three days;
- (e) Must follow requirements in chapter 212-12 WAC , Fire marshal standards, as now or hereafter amended and the state fire marshal's office requirements if a center early learning program;
- (f) Be reviewed at program orientation, annually with all early learning program staff with documented signatures, and when the plan is updated;
- (g) Be reviewed with parents or guardians when a child is enrolled and when the plan is updated.

WAC/RCW	Risk Level	Code
110-300-0470(2)	Short Term	Compliance

**Description:**

The written emergency preparedness plan must cover at a minimum:

- (a) Disaster plans, including fires that may require evacuation:
  - (i) An evacuation floor plan that identifies room numbers or names of rooms, emergency exit pathways,

emergency exit doors, and emergency exit windows for family-home based programs as described in WAC 51-51-0326;

- (ii) Methods to be used for sounding an alarm and calling 911;
- (iii) Actions to be taken by a person discovering an emergency;
- (iv) How the early learning provider will evacuate children, especially those who cannot walk independently. This may include infant evacuation cribs (for center early learning programs), children with disabilities, functional needs requirements, or other special needs;
- (v) Where the alternate evacuation location is;
- (vi) What to take when evacuating children, including:
  - (A) First-aid kit(s);
  - (B) Copies of emergency contact information;
  - (C) Child medication records; and
  - (D) Individual children's medication, if applicable;
- (vii) How the provider will maintain the required staff-to-child ratio and account for all children;
- (viii) How parents or guardians will be able to contact the early learning program; and
- (ix) How children will be reunited with their parents or guardians after the event;
- (b) Earthquake procedures including:
  - (i) What a provider will do during an earthquake;
  - (ii) How a provider will account for all children; and
  - (iii) How a provider will coordinate with local or state officials to determine if the licensed space is safe for children after an earthquake.
- (c) Public safety related lockdown scenarios where an individual at or near an early learning program is harming or attempting to harm others with or without a weapon. This plan must include lockdown of the early learning program or shelter-in-place steps including:
  - (i) How doors and windows will be secured to prevent access, if needed; and
  - (ii) Where children will safely stay inside the early learning program;
  - (d) How parents or guardians will be contacted after the emergency ends.

WAC/RCW	Risk Level	Code
110-300-0470(4)(a)	Short Term	Compliance
<b>Description:</b> An early learning provider must practice and record emergency drills with staff and children as follows: (a) Fire and evacuation drill once each calendar month;		
WAC/RCW	Risk Level	Code
110-300-0470(4)(b)	Short Term	Compliance
<b>Description:</b> An early learning provider must practice and record emergency drills with staff and children as follows: (b) Earthquake, lockdown, or shelter-in-place drill once every three calendar months;		
WAC/RCW	Risk Level	Code
110-300-0470(4)(c)	Short Term	Compliance
<b>Description:</b> An early learning provider must practice and record emergency drills with staff and children as follows: (c) Emergency drills must be conducted with a variety of staff and at different times of the day, including in the evening and during overnight hours for early learning programs that care for children during those hours; and		
WAC/RCW	Risk Level	Code

110-300-0470(4)(d)	Short Term	Compliance
<b>Description:</b> An early learning provider must practice and record emergency drills with staff and children as follows: (d) Drills must be recorded on a department form and include: (i) The date and time of the drill; (ii) The number of children and staff who participated; (iii) The length of the drill; and (iv) Notes about how the drill went and how it may be improved.		

<b>Professional Development, Training and Requirements</b>		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0106(1)	Long Term	Compliance
<b>Description:</b> Early learning providers licensed, working, or volunteering in an early learning program must complete the applicable training requirements of subsections (4) through (11) of this section within three months of the date of hire and prior to working in an unsupervised capacity with children unless otherwise indicated. State or federal rules may require health and safety training described under this chapter to be renewed annually.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0106(3)	Short Term	Compliance
<b>Description:</b> License applicants, center directors, assistant directors, program supervisors, lead teachers, assistant teachers, and aides must complete the child care basics training as approved or offered by the department: (a) Prior to being granted a license; or (b) Prior to working unsupervised with children.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0100(10)	Short Term	Compliance
<b>Description:</b> Volunteers help at early learning programs. Volunteers must meet the following qualifications: (a) Be at least fourteen years old (volunteers must have written permission to volunteer from their parent or guardian if they are under eighteen years old). (b) Work under the continuous oversight of a lead teacher, program supervisor, center director, assistant director, assistant teacher, or family home licensee. (c) Regular, ongoing volunteers may count in staff-to-child ratio if they: (i) Complete and pass a background check, pursuant to chapter 110-06 WAC; (ii) Complete a TB test, pursuant to WAC 110-300-0105; (iii) Complete the training requirements, pursuant to WAC 110-300-0106; (iv) Complete program based staff policies and training, pursuant to WAC 110-300-0110; and (v) Have their professional development progress documented annually. (d) Occasional volunteers must comply with (a) and (b) of this subsection and cannot count in staff-to-child ratio. Occasional volunteers may include, but are not limited to, a parent or guardian helping on a field trip, special guest presenters, or a parent or guardian, family member, or community member helping with a cultural celebration.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0100(2)	Long Term	Compliance
<b>Description:</b>		

Center early learning program licensees must meet the requirements of a center director, listed in subsection 3 of this section, or hire a center director who meets the qualifications prior to being granted an initial license. Center licensees who fulfill the role of center director in their early learning program must complete all trainings and requirements for center directors.

WAC/RCW	Risk Level	Code
110-300-0106(4)	Serious	Compliance

**Description:**

Early learning providers must complete the recognizing and reporting suspected child abuse, neglect, and exploitation training as approved or offered by the department according to subsection (1) of this section. Training must include the prevention of child abuse and neglect as defined in RCW 26.44.020 and mandatory reporting requirements under RCW 26.44.030.

WAC/RCW	Risk Level	Code
110-300-0106(5)	Short Term	Compliance

**Description:**

Early learning providers must complete the emergency preparedness training as approved or offered by the department (applicable to the early learning program where they work or volunteer) according to subsection (1) of this section.

WAC/RCW	Risk Level	Code
110-300-0100(3)	Short Term	Compliance

**Description:**

Center directors or assistant directors manage the early learning program and set appropriate program and staff expectations. (a) A center director must meet the following qualifications: (i) Be at least eighteen years old; (ii) Have an ECE State Certificate or equivalent as approved and verified in the electronic workforce registry by the department as follows: (A) A center director must complete an ECE State Certificate or equivalent by August 1, 2026. (B) A center director hired or promoted after this chapter becomes effective must have an ECE State Certificate or equivalent within five years of the time of hire. (iii) Have two years of experience as a teacher of children in any age group enrolled in the early learning program and at least six months of experience in administration or management or a department approved plan. (iv) Complete the applicable preservice requirements, pursuant to WAC 110-300-0105. (v) If a center director does not meet the minimum qualification requirements, the center early learning program must employ an assistant director or program supervisor who meets the minimum qualifications of these positions. (vi) Have their continued professional development progress documented annually.

WAC/RCW	Risk Level	Code
110-300-0100(3)(b)	Short Term	Not Applicable

**Description:**

An assistant director must meet the following qualifications: (i) Be at least eighteen years old; (ii) Have an ECE state certificate or equivalent as approved and verified in the electronic workforce registry by the department as follows: (A) An assistant director working at the time this chapter becomes effective must complete an ECE state certificate or equivalent within five years of the date this section becomes effective; (B) An assistant director hired or promoted after this chapter becomes effective must have an ECE state certificate or equivalent within five years of the time of hire. (iii) Have two years of experience as a teacher of children in any age group enrolled in the early learning program or two years of experience in

administration or management, or a department approved plan; (iv) Complete the applicable preservice requirements, pursuant to WAC 110-300-0105; (v) Have their continued professional development progress documented annually.

WAC/RCW	Risk Level	Code
110-300-0106(7)	Short Term	Compliance
<p><b>Description:</b> Early learning providers must complete the serving children experiencing homelessness training as approved or offered by the department according to subsection (1) of this section.</p>		
WAC/RCW	Risk Level	Code
110-300-0100(3)(c)(i)(ii)(iii)	Short Term	Compliance
<p><b>Description:</b> (c) A center director or assistant director or equivalent must provide the following services: (i) Be on-site for the daily operation of the early learning program fifty percent or more of weekly operating hours up to forty hours per week, or designate a person with the qualifications of an assistant director, program supervisor, or equivalent. A center director may act as a substitute teacher if acting as a substitute does not interfere with management or supervisory responsibilities. (ii) Comply with foundational quality standards; (iii) Develop a curriculum philosophy, communicate the philosophy to all early learning program staff and parents, and train staff to ensure the philosophy serves all children in the early learning program (or designate a program supervisor with this responsibility);</p>		
WAC/RCW	Risk Level	Code
110-300-0106(8)	Short Term	Compliance
<p><b>Description:</b> License applicants and early learning providers licensed to care for infants must complete the safe sleep training as approved or offered by the department. This training must be completed annually and: (a) Prior to being licensed; or (b) Prior to caring for infants.</p>		
WAC/RCW	Risk Level	Code
110-300-0100(4)(a)	Short Term	Compliance
<p><b>Description:</b> Center program supervisors plan the early learning program services under the oversight of a center director or assistant director. (a) A program supervisor must meet the following qualifications: (i) Be at least eighteen years old; (ii) Have an ECE state certificate or equivalent by August 1, 2026; (iii) Have two years of experience as a teacher of children in any age group enrolled in any early learning program; (iv) Complete the applicable preservice requirements, pursuant to WAC 110-300-0105; and (v) Have their continued professional development progress documented annually.</p>		
WAC/RCW	Risk Level	Code
110-300-0106(9)	Short Term	Compliance
<p><b>Description:</b> Family home licensees, center directors, assistant directors, program supervisors, and lead teachers must complete the medication management and administration training as approved or offered by the department prior to giving medication to an enrolled child, or as indicated in subsection (1) of this section.</p>		

WAC/RCW	Risk Level	Code
110-300-0106(10)	Short Term	Compliance
<p><b>Description:</b>            Early learning providers who directly care for children must complete the prevention of exposure to blood and body fluids training that meets Washington state department of labor and industries' requirements prior to being granted a license or working with children. This training must be repeated pursuant to Washington state department of labor and industries regulations.</p>		
WAC/RCW	Risk Level	Code
110-300-0100(4)(b)(i)(ii)(iii)	Long Term	Compliance
<p><b>Description:</b>            A program supervisor performs the following duties: (i) Guide the planning of curriculum philosophy, implementation, and environmental design of the early learning program; (ii) Comply with foundational quality standards; (iii) Act as a teacher or director as long as it does not interfere with the program supervisor's primary responsibilities; and</p>		
WAC/RCW	Risk Level	Code
110-300-0106(11)	Short Term	Non Compliance
<p><b>Description:</b>            Family home licensees, center directors, assistant directors, program supervisors, lead teachers, assistant teachers, and any other early learning providers counted in staff-to-child ratio, or who could potentially be counted in ratio, must be trained in adult and pediatric first-aid, adult and pediatric cardiopulmonary resuscitation (CPR), and infant CPR, if applicable and (a) At least one early learning provider counted in staff-to-child ratio for each group of children must have current adult and pediatric first aid, adult and pediatric CPR, and infant CPR certificates, if applicable; (b) Proof of training can be shown with a certification card, certificate, or instructor letter; and (c) The trainings for adult and pediatric first aid, adult and pediatric CPR, and infant CPR, if applicable, must include a live, hands-on component demonstrated in front of an instructor either in-person or remotely who is certified by the American Red Cross, American Heart Association, Health and Safety Institute, or other nationally recognized certification program.</p>		
WAC/RCW	Risk Level	Code
110-300-0106(12)	Serious	Compliance
<p><b>Description:</b>            Early learning providers who prepare or serve food to children at an early learning program must obtain a current food worker card prior to preparing or serving food. Food worker cards must: (a) Be obtained through the local health jurisdiction, in person or online; and (b) Be renewed prior to expiring.</p>		
WAC/RCW	Risk Level	Code
110-300-0100(5)	Short Term	Compliance
<p><b>Description:</b>            Any individual hired or promoted into a position detailed in subsections (2), (3), and (4) of this section who does not have an ECE state certificate or equivalent as required under subsections (3)(a)(ii), (b)(ii), and (4)(a)(ii) of this section must instead meet the following requirement as approved and verified in the electronic workforce registry by the department: If a center is licensed for ' (a) 12 or fewer children then the director, assistant director, or program supervisor must have completed at least this 10 college quarter credits in early childhood education core competencies;' (b) 13 to 24 children, then the director, assistant director, or program supervisor must have completed at least this 25 college quarter credits in early</p>		

childhood education core competencies;' (c) 25 or more children then the director, assistant director, or program supervisor must have completed at least this 45 college quarter credits in early childhood education core competencies.

WAC/RCW	Risk Level	Code
110-300-0105(2)	Serious	Compliance
<b>Description:</b> Early learning providers and household members in a family home early learning program must complete and pass a department background check, pursuant to chapter 110-06 WAC.		
WAC/RCW	Risk Level	Code
110-300-0120(2)	Serious	Compliance
<b>Description:</b> An early learning provider must be excluded from the early learning premises when that provider's illness or condition poses a risk of spreading a harmful disease or compromising the health and safety of others. The illnesses and conditions that require a staff member to be excluded are pursuant to WAC 110-300-0205.		

Environment Infant and Toddler		
WAC/RCW	Risk Level	Code
110-300-0291(1)(a)	Serious	Not Applicable
<b>Description:</b> An early learning provider must follow safe infant sleep practices when infants are napping or sleeping by following the current standard of American Academy of Pediatrics concerning safe sleep practices including SIDS/SUIDS risk reduction, including: (a) Actively supervising infants by visibly checking every 15 minutes and being within sight and hearing range, including when an infant goes to sleep, is sleeping, or is waking up;		
WAC/RCW	Risk Level	Code
110-300-0291(1)(b)	Serious	Not Applicable
<b>Description:</b> An early learning provider must follow safe infant sleep practices when infants are napping or sleeping by following the current standard of American Academy of Pediatrics concerning safe sleep practices including SIDS/SUIDS risk reduction, including: (b) Placing an infant to sleep on their back or following the current standard of American Academy of Pediatrics. If an infant turns over while sleeping, the provider must return the infant to their back until the infant is able to independently roll from back to front and front to back;		
WAC/RCW	Risk Level	Code
110-300-0291(1)(c)	Serious	Not Applicable
<b>Description:</b>		

An early learning provider must follow safe infant sleep practices when infants are napping or sleeping by following the current standard of American Academy of Pediatrics concerning safe sleep practices including SIDS/SUIDS risk reduction, including: (c) Not using a sleep positioning device unless directed to do so by an infant's health care provider. The directive must be in writing and kept in the infant's file;

WAC/RCW	Risk Level	Code
110-300-0291(1)(d)	Serious	Not Applicable

**Description:**

An early learning provider must follow safe infant sleep practices when infants are napping or sleeping by following the current standard of American Academy of Pediatrics concerning safe sleep practices including SIDS/SUIDS risk reduction, including: (d) Sufficiently lighting the room in which the infant is sleeping to observe skin color;

WAC/RCW	Risk Level	Code
110-300-0291(1)(e)	Serious	Not Applicable

**Description:**

An early learning provider must follow safe infant sleep practices when infants are napping or sleeping by following the current standard of American Academy of Pediatrics concerning safe sleep practices including SIDS/SUIDS risk reduction, including: (e) Monitoring breathing patterns of an infant;

WAC/RCW	Risk Level	Code
110-300-0291(1)(g)	Serious	Not Applicable

**Description:**

An early learning provider must follow safe infant sleep practices when infants are napping or sleeping by following the current standard of American Academy of Pediatrics concerning safe sleep practices including SIDS/SUIDS risk reduction, including: (g) Not allowing blankets, stuffed toys, pillows, crib bumpers, and similar items inside a crib, bassinet, or other equipment if occupied by a resting or sleeping infant;

WAC/RCW	Risk Level	Code
110-300-0291(1)(h)	Immediate	Not Applicable

**Description:**

An early learning provider must follow safe infant sleep practices when infants are napping or sleeping by following the current standard of American Academy of Pediatrics concerning safe sleep practices including SIDS/SUIDS risk reduction, including: (h) Not allowing a blanket or any other item to cover or drape over an occupied crib, bassinet, or other equipment where infants commonly sleep;

WAC/RCW	Risk Level	Code
110-300-0291(1)(i)	Immediate	Not Applicable

**Description:**

An early learning provider must follow safe infant sleep practices when infants are napping or sleeping by following the current standard of American Academy of Pediatrics concerning safe sleep practices including SIDS/SUIDS risk reduction, including: (i) Not allowing bedding or clothing to cover any portion of an infant's head or face while sleeping, and readjusting these items when necessary; and

WAC/RCW	Risk Level	Code
---------	------------	------

110-300-0291(1)(j)	Serious	Not Applicable
<b>Description:</b> An early learning provider must follow safe infant sleep practices when infants are napping or sleeping by following the current standard of American Academy of Pediatrics concerning safe sleep practices including SIDS/SUIDS risk reduction, including: (j) Preventing infants from getting too warm while sleeping, which may be exhibited by indicators that include, but are not limited to, sweating; flushed, pale, or hot and dry skin, warm to the touch; a sudden rise in temperature; vomiting; refusing to drink, a depressed fontanelle; or irritability.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0275(3)	Short Term	Not Applicable
<b>Description:</b> An early learning provider must not use or allow the use of wheeled baby walkers.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0280(1)	Short Term	Not Applicable
<b>Description:</b> An early learning provider may allow parents to bring from home filled bottles clearly labeled with the date and infant's first and last name for daily use. Bottles must be immediately refrigerated.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0280(2)(a)	Short Term	Not Applicable
<b>Description:</b> A bottle preparation area must: (a) Include a sink; and		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0280(2)(b)	Short Term	Not Applicable
<b>Description:</b> A bottle preparation area must: (b) Be located at least eight feet from any diaper changing tables or counters and sinks used for diaper changing; or		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0280(2)(c)	Serious	Not Applicable
<b>Description:</b> A bottle preparation area must: (c) Be physically separated from the diaper changing area by means of a barrier to prevent cross contamination. If a barrier is used, it must be: (i) Smooth and easily cleanable; (ii) Sealed, if made of wood; (iii) Moisture resistant; (iv) Extend at least twenty-four inches in height from the counter or changing surface; and (v) Solid without cracks, breaks or separation.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0280(3)(a)	Short Term	Not Applicable
<b>Description:</b>		

To prepare bottles, an early learning provider must: (a) Clean bottles and nipples before use using warm soapy water and a bottlebrush and sanitize by boiling in hot water for one minute, or pursuant to WAC 110-300-0198;

WAC/RCW	Risk Level	Code
110-300-0280(3)(b)	Short Term	Not Applicable

**Description:**

To prepare bottles, an early learning provider must: (b) Clean and sanitize the sink used for preparing bottles;

WAC/RCW	Risk Level	Code
110-300-0280(3)(c)	Short Term	Not Applicable

**Description:**

To prepare bottles, an early learning provider must: (c) Obtain water from a sink used for bottle or food preparation only, or from another approved source, such as bottled water. Water from a handwashing or diaper changing sink may not be used for bottle preparation;

WAC/RCW	Risk Level	Code
110-300-0280(3)(d)	Short Term	Not Applicable

**Description:**

To prepare bottles, an early learning provider must: (d) Use bottles and nipples in good repair (with no cracks);

WAC/RCW	Risk Level	Code
110-300-0280(3)(e)	Short Term	Not Applicable

**Description:**

To prepare bottles, an early learning provider must: (e) Use glass or stainless steel bottles, or use plastic bottles labeled with "1," "2," "4," or "5" on the bottle. A plastic bottle must not contain the chemical bisphenol-A or phthalates;

WAC/RCW	Risk Level	Code
110-300-0280(3)(f)	Short Term	Not Applicable

**Description:**

To prepare bottles, an early learning provider must: (f) Prepare infant formula according to manufacturer's directions and never serve infant formula past the expiration date on the container;

WAC/RCW	Risk Level	Code
110-300-0280(3)(g)	Serious	Not Applicable

**Description:**

To prepare bottles, an early learning provider must: (g) Not heat a bottle in a microwave;

WAC/RCW	Risk Level	Code
110-300-0280(3)(h)	Short Term	Not Applicable

**Description:**

To prepare bottles, an early learning provider must: (h) Warm bottles under running warm water, in a container of water, or in a bottle warmer;

WAC/RCW	Risk Level	Code
110-300-0280(3)(i)	Short Term	Not Applicable

**Description:**

To prepare bottles, an early learning provider must: (i) Keep bottle nipples covered if bottles are prepared ahead;

WAC/RCW	Risk Level	Code
110-300-0280(3)(j)	Short Term	Not Applicable

**Description:**

To prepare bottles, an early learning provider must: (j) Store prepared and unserved bottles in the refrigerator;

WAC/RCW	Risk Level	Code
110-300-0280(3)(k)	Short Term	Not Applicable

**Description:**

To prepare bottles, an early learning provider must: (k) Not allow infants or toddlers to share bottles or cups when in use;

WAC/RCW	Risk Level	Code
110-300-0280(3)(l)	Short Term	Not Applicable

**Description:**

To prepare bottles, an early learning provider must: (l) Throw away contents of any formula bottle not fully consumed within one hour (partially consumed bottles must not be put back into the refrigerator).

WAC/RCW	Risk Level	Code
110-300-0281(1)(a)	Serious	Not Applicable

**Description:**

When a parent or guardian provides breast milk, an early learning provider must: (a) Immediately refrigerate or freeze the breast milk;

WAC/RCW	Risk Level	Code
110-300-0281(1)(b)	Short Term	Not Applicable

**Description:**

When a parent or guardian provides breast milk, an early learning provider must: (b) Label the breast milk container with the child's first and last name and the date received;

WAC/RCW	Risk Level	Code
110-300-0281(1)(c)	Short Term	Not Applicable

**Description:**

When a parent or guardian provides breast milk, an early learning provider must: (c) Store frozen breast milk at zero degrees Fahrenheit or less, and in a closed container to prevent contamination; and

WAC/RCW	Risk Level	Code
110-300-0281(2)	Short Term	Not Applicable
<b>Description:</b> Frozen breast milk must be kept in the refrigerator at a temperature of 39 degrees Fahrenheit for up to twenty-four hours after thawed.		
WAC/RCW	Risk Level	Code
110-300-0281(3)	Short Term	Not Applicable
<b>Description:</b> Thawed breast milk that has not been served within twenty-four hours must be labeled 'do not use' and returned to the parent or guardian.		
WAC/RCW	Risk Level	Code
110-300-0281(5)	Serious	Not Applicable
<b>Description:</b> An early learning provider must thaw frozen breast milk in the refrigerator, under warm running water, in a container with warm water, or in a bottle warmer.		
WAC/RCW	Risk Level	Code
110-300-0281(6)	Serious	Not Applicable
<b>Description:</b> An early learning provider must not thaw or heat breast milk in a microwave oven or on the stove.		
WAC/RCW	Risk Level	Code
110-300-0281(7)	Short Term	Not Applicable
<b>Description:</b> An early learning provider must obtain parental consent prior to feeding infant formula to an otherwise breastfed infant.		
WAC/RCW	Risk Level	Code
110-300-0285(1)	Long Term	Not Applicable
<b>Description:</b> An early learning provider must have and follow written policies on providing, preparing, and storing breast milk or infant formula and food.		
WAC/RCW	Risk Level	Code
110-300-0285(2)(a)	Short Term	Not Applicable
<b>Description:</b> After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (a) A plan to support the needs of a breastfeeding mother and infant by: (i)		

Providing an area for mothers to breastfeed their infants; and (ii) Providing educational materials and resources to support breastfeeding mothers;

WAC/RCW	Risk Level	Code
110-300-0285(2)(b)	Short Term	Not Applicable

**Description:**

After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (b)'Feeding infants and toddlers when hungry according to their nutritional and developmental needs, unless medically directed;

WAC/RCW	Risk Level	Code
110-300-0285(2)(c)	Short Term	Not Applicable

**Description:**

After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (c)'Serving only breast milk or infant formula to an infant, unless the child's health care provider offers a written order stating otherwise; and

WAC/RCW	Risk Level	Code
110-300-0285(2)(d)	Short Term	Not Applicable

**Description:**

After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (d) When bottle feeding, an early learning provider must: (i) Test the temperature of bottle contents before feeding to avoid scalding or burning the child's mouth; (ii) Hold infants and, when developmentally appropriate, toddlers to make eye contact and talk to them; (iii) Stop feeding the infant or toddler when they shows signs of fullness; and (iv) Not allow infants or toddlers to be propped with bottles or given a bottle or cup when lying down.

WAC/RCW	Risk Level	Code
110-300-0285(2)(e)	Long Term	Not Applicable

**Description:**

After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (e)'Transitioning a child to a cup only when developmentally appropriate;

WAC/RCW	Risk Level	Code
110-300-0285(2)(f)	Short Term	Not Applicable

**Description:**

After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (f) Introducing age-appropriate solid foods no sooner than four months of age, based on an infant's ability to sit with support, hold their head steady, close their lips over a spoon, and show signs of hunger and being full, unless identified in written food plan pursuant to WAC 110-300-0190 or written medical approval;

WAC/RCW	Risk Level	Code
110-300-0285(2)(h)	Short Term	Not Applicable

**Description:**

After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (h) Not serving 100 percent juice or any sweetened beverages (for example, juice drinks, sports drinks, or tea) to infants less than 12 months old, unless a health care provider gives written consent, and helping prevent tooth decay by only offering juice to children older than 12 months from a cup;

WAC/RCW	Risk Level	Code
110-300-0285(2)(i)	Short Term	Not Applicable

**Description:**

After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (i) Increasing the texture of the food from strained, to mashed, to soft table foods as a child's development and skills progress between six and 12 months of age. Soft foods offered to older infants should be cut into pieces one-quarter inch or smaller to prevent choking;

WAC/RCW	Risk Level	Code
110-300-0285(2)(j)	Short Term	Not Applicable

**Description:**

After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (j) Allowing older infants or toddlers to self-feed soft foods from developmentally appropriate eating equipment;

WAC/RCW	Risk Level	Code
110-300-0285(2)(k)	Short Term	Not Applicable

**Description:**

After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (k) Placing infants or toddlers who can sit up on their own in high chairs or at an appropriate child-size table and chairs when feeding solid foods or liquids from a cup, and having an early learning provider sit with and observe each child eating. If high chairs are used, each high chair must: (i) Have a base that is wider than the seat; (ii) Have a safety device, used each time a child is seated, that prevents the child from climbing or sliding down the chair; (iii) Be free of cracks and tears; and (iv) Have a washable surface;

WAC/RCW	Risk Level	Code
110-300-0285(2)(l)	Short Term	Not Applicable

**Description:**

After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (l) Not leaving infants or toddlers more than 15 minutes in high chairs waiting for meal or snack time, and removing a child as soon as possible once they finish eating;

WAC/RCW	Risk Level	Code
110-300-0285(2)(m)	Short Term	Not Applicable

**Description:**

After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (m) Preventing infants or toddlers from sharing the same dish or utensil;

WAC/RCW	Risk Level	Code
---------	------------	------

110-300-0285(2)(n)	Short Term	Not Applicable
<b>Description:</b> After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (n) Not serving any uneaten food from the serving container after the intended meal; and		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0285(2)(o)	Short Term	Not Applicable
<b>Description:</b> After consulting a parent or guardian, an early learning provider must implement a feeding plan for infants and toddlers that includes: (o) Not serving food to infants or toddlers using polystyrene foam (Styrofoam) cups, bowls, or plates.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0290(3)(a)(b)	Short Term	Not Applicable
<b>Description:</b> Sleep equipment not covered in WAC 110-300-0265 must: (a) Be approved by CPSC or ASTM International safety standards for use by infants and toddlers;(b) Cribs must have a certificate of compliance, sticker, or documentation from the manufacturer or importer stating the crib meets 16 C.F.R. 1219 and 1220;		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0290(3)(c)	Short Term	Not Applicable
<b>Description:</b> Sleep equipment not covered in WAC 110-300-0265 must: (c) Have a clean, firm, and snug-fitting mattress designed specifically for the particular equipment;		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0290(3)(d)	Short Term	Not Applicable
<b>Description:</b> Sleep equipment not covered in WAC 110-300-0265 must: (d) Have a tight-fitted sheet that is designed for the sleep equipment;		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0290(4)	Immediate	Not Applicable
<b>Description:</b> An early learning provider must immediately remove sleeping children from car seats, swings, or similar equipment not designed for sleep unless doing so would put another enrolled child at risk.		

<b>Environment Indoor</b>		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>

110-300-0130(3)	Long Term	Compliance
<b>Description:</b> Early learning program space must allow children to move between areas without disrupting another child's work or play.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0135(1)	Short Term	Compliance
<b>Description:</b> An early learning provider must have accessible and child-size furniture and equipment (or altered and adapted in a family home early learning program) in sufficient quantity for the number of children in care. Tables must not be bucket style.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0135(2)(a)	Short Term	Compliance
<b>Description:</b> Furniture and equipment must be: (a) Maintained in a safe working condition;		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0235(4)	Short Term	Not Applicable
<b>Description:</b> If an early learning program space receives water from a private well, the well must comply with chapter 173-160 WAC, Minimum standards for construction and maintenance of wells. (a) Well water must be tested at least once every twelve months for E. Coli bacteria and nitrates by a Washington state certified laboratory accredited by the department of ecology to analyze drinking water. To achieve desirable results the test must indicate: (i) No presence of E. coli bacteria; and (ii) The presence of less than ten parts per million (ppm) for nitrates. If test results for nitrates are greater than five but less than ten ppm, the water must be retested within six months. (b) If well water tests positive for E. Coli bacteria, or greater than ten ppm for nitrates, the provider provider must: (i) Stop using the well water in the child care premises within twenty-four hours; (ii) Inform the local health jurisdiction, the department of health, and the department of the positive test results; and (iii) If directed to do so by the department, discontinue child care operations until repairs are made to the water system and water tests indicate desirable results pursuant to (a) of this subsection. (c) If the department determines that child care operations may continue while an unsafe water system is being repaired or while the provider installs treatment, the provider must: (i) Provide an alternate source of water, approved by the department; and (ii) Retest until water tests indicate desirable results pursuant to (a) of this subsection.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0241(1)(a)	Short Term	Compliance
<b>Description:</b>		

An early learning provider must develop and follow a cleaning schedule that includes:  
 (a) Food preparation areas, tables and chairs, high chairs, and food service counters, which must be cleaned and sanitized before and after each meal and snack with single use paper towels or one-time use wiping cloths;

WAC/RCW	Risk Level	Code
110-300-0241(1)(g)	Short Term	Compliance

**Description:**

An early learning provider must develop and follow a cleaning schedule that includes:  
 (g) Toys, which must be cleaned and sanitized as follows:  
 (i) Infant and toddler toys must be cleaned and sanitized at least daily or more often as needed;  
 (ii) All other toys must be cleaned and sanitized weekly or more often as needed; and  
 (iii) When a toy comes into contact with a child’s mouth or bodily fluids it must be removed from use until it can be cleaned and sanitized prior to reuse;

WAC/RCW	Risk Level	Code
110-300-0241(10)	Short Term	Compliance

**Description:**

Floors must be cleaned by either sweeping or vacuuming at least once per day or more often as needed. Moisture resistant flooring must be cleaned and sanitized at least once per day or more often as needed.

WAC/RCW	Risk Level	Code
110-300-0241(11)	Short Term	Compliance

**Description:**

Large area rugs or installed carpet must be cleaned at least once every six months, or when visible dirt or stains are present, using a carpet shampoo machine, steam cleaner, or other method that minimizes the exposure of children in care to pathogens and allergens. (a) An early learning provider must not use dry shampoos or dry chemical sanitizers or disinfectants, unless approved by the department. (b) If caring for infants, a provider must either place a safe and clean material over large rugs or carpet, or clean rugs or carpet at least once per month or more often if visible stains are present.

WAC/RCW	Risk Level	Code
110-300-0241(12)	Short Term	Compliance

**Description:**

Small area rugs must be shaken outdoors or vacuumed daily, and laundered as needed.

WAC/RCW	Risk Level	Code
110-300-0241(13)	Short Term	Compliance

**Description:**

Carpets or area rugs soiled with bodily fluids must be cleaned and disinfected with high heat or an EPA registered product. An early learning provider must limit exposure to blood and body fluids during cleanup.

WAC/RCW	Risk Level	Code
110-300-0241(14)	Short Term	Compliance

**Description:**

Children must not: (a) Be present when carpets are cleaned or vacuumed unless the provider is spot vacuuming, the vacuum has a HEPA filter, and children are not within the immediate area; or (b) Use or play on or near carpet areas until dry.

WAC/RCW	Risk Level	Code
110-300-0241(3)	Short Term	Compliance

**Description:**

Sleeping equipment must be: (a) Cleaned and sanitized after each use if used by more than one child; or (b) Cleaned and sanitized weekly or more often as needed if assigned to only one child.

WAC/RCW	Risk Level	Code
110-300-0241(4)	Short Term	Compliance

**Description:**

Bedding must be: (a) Laundered and sanitized after each use if used by more than one child; or (b) Laundered and sanitized weekly or more often as needed if assigned to only one child.

WAC/RCW	Risk Level	Code
110-300-0241(5)	Short Term	Compliance

**Description:**

Sinks that are not used for handwashing after toileting, diapering, or food preparation must be cleaned and sanitized daily or more often as needed.

WAC/RCW	Risk Level	Code
110-300-0241(6)	Short Term	Compliance

**Description:**

Toileting and diaper changing areas including, but not limited to, toilets, counters, sinks, and floors must be cleaned and disinfected daily or more often as needed.

WAC/RCW	Risk Level	Code
110-300-0241(7)	Short Term	Compliance

**Description:**

Diaper changing tables and changing pads must be cleaned and disinfected between children, even if using a nonabsorbent covering that is discarded after each use.

WAC/RCW	Risk Level	Code
110-300-0245(1)	Short Term	Compliance

**Description:**

Laundry and laundry equipment at an early learning program must be inaccessible to children and separated from areas where food is prepared to prevent cross contamination.

WAC/RCW	Risk Level	Code
110-300-0245(2)	Short Term	Compliance

**Description:**

Dirty or soiled laundry must be: (a) Kept separate from clean laundry; (b) Cleaned with laundry soap or detergent; (c) Rinsed; and (d) Sanitized: (i) With bleach or a similar sanitizer registered by the EPA; or (ii) By using a "sanitize" setting on a washing machine or dryer that reaches at least 140 degrees Fahrenheit.

WAC/RCW	Risk Level	Code
110-300-0245(3)	Short Term	Compliance

**Description:**

A dryer must be vented to the outside of the building or following the manufacturer's specifications.

WAC/RCW	Risk Level	Code
110-300-0265(9)(a)	Short Term	Compliance

**Description:**

Each child's bedding must:  
 (a) Have a clean sheet or blanket to cover the sleeping surface and a clean blanket for the child that is suitable given the child's size and room temperature;

WAC/RCW	Risk Level	Code
110-300-0265(9)(b)	Short Term	Compliance

**Description:**

Each child's bedding must: (b) Be laundered weekly or more often if soiled, or laundered daily if used by more than one child;

WAC/RCW	Risk Level	Code
110-300-0265(9)(c)	Short Term	Compliance

**Description:**

Each child's bedding must: (c) Be stored separately from bedding used by another child, unless it is cleaned and sanitized after each use.

WAC/RCW	Risk Level	Code
110-300-0270(2)	Short Term	Not Applicable

**Description:**

If approved by the department to provide overnight care, an early learning provider must supply every child an individual bed or other sleep equipment that: (a) Is safe and in good working condition; (b) Is made of moisture resistant material that can be cleaned and sanitized; (c) Meets the child's developmental needs; and (d) Is stored so sleeping surfaces are not touching each other unless cleaned and sanitized after each use.

WAC/RCW	Risk Level	Code
110-300-0270(3)	Short Term	Not Applicable

**Description:**

Each child's bedding must: (a) Have a clean sheet or blanket to cover the sleeping surface and a clean cover for the child except for infants; (b) Be laundered weekly or more often if soiled. Bedding must be laundered daily if used by different children; and (c) Be stored separately from bedding used by another child, unless it is cleaned and sanitized after each use.

WAC/RCW	Risk Level	Code
110-300-0270(4)	Short Term	Not Applicable
<b>Description:</b> An early learning provider must: (a) Supervise children until they are asleep, except where children demonstrate the need for privacy to change clothes and can safely do so; and (b) Have department approval prior to using night latches, deadbolts, or security chains.		
WAC/RCW	Risk Level	Code
110-300-0270(5)(a)	Short Term	Not Applicable
<b>Description:</b> An early learning provider who sleeps while children are in overnight care must: (a) Have written permission and documentation that parents are aware that the provider is sleeping while their children are in care and have read the facilities policies and procedures for overnight care;		
WAC/RCW	Risk Level	Code
110-300-0270(5)(c)	Serious	Not Applicable
<b>Description:</b> An early learning provider who sleeps while children are in overnight care must: (c)'Remain on the same floor level as sleeping children at all times;		
WAC/RCW	Risk Level	Code
110-300-0270(5)(f)	Serious	Not Applicable
<b>Description:</b> An early learning provider who sleeps while children are in overnight care must: (f)'Have alarms to alert them if a child should leave the room;		
WAC/RCW	Risk Level	Code
110-300-0270(5)(g)	Short Term	Not Applicable
<b>Description:</b> An early learning provider who sleeps while children are in overnight care must: (g)Have monitoring devices to assist in hearing and visibly checking on children in each room used for sleeping;		
WAC/RCW	Risk Level	Code
110-300-0270(6)	Serious	Not Applicable
<b>Description:</b> An early learning provider who accepts infants for overnight care must comply with all safe sleep rules pursuant to WAC 110-300-0291 for at least the first fifteen nights a new infant is enrolled in that program. A provider may sleep while the infant sleeps during overnight care if: (a) The provider continues to comply with WAC 110-300-0291(1)(b), (c), (f), (g), (h), and (i) and 0291(2); (b) Once that provider has become familiar with the sleep routines and patterns of that infant; and (c) The provider has observed no apparent health or safety risks while the infant sleeps.		

<b>Environment Outdoor and General Safety</b>		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0145(6)	Serious	Compliance
<b>Description:</b> Licensed outdoor play areas must be enclosed with a fence or barrier that is intended to prevent children from exiting and discourages climbing. If the outdoor play area is enclosed by a barrier that is not a fence, the barrier may be a wall constructed with brick, stone, or a similar material.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0145(7)	Serious	Compliance
<b>Description:</b> Licensed outdoor play areas must be enclosed to deter people without permission from entering the area.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0145(8)	Short Term	Compliance
<b>Description:</b> Fences, barriers, and gates must be in good condition, have no gap through which a sphere with a diameter of three and one-half inches can pass, and have a minimum height of forty-eight inches or conform in height to applicable local codes.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0146(1)	Short Term	Compliance
<b>Description:</b> Playground equipment and surfacing used by an early learning provider must comply with applicable CPSC guidelines including, but not limited to, installing, arranging, designing, constructing, and maintaining outdoor play equipment and surfacing.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0146(1)(a)(b)	Serious	Compliance
<b>Description:</b> Playground equipment and surfacing used by an early learning provider must comply with applicable CPSC guidelines, as now and hereafter amended including, but not limited to, installing, arranging, designing, constructing, and maintaining outdoor play equipment and surfacing. (a) Climbing play equipment must not be placed on or above concrete, asphalt, packed soil, lumber, or similar hard surfaces;(b) The ground under swings and play equipment must be covered by a shock absorbing material (grass alone is not an acceptable) such as: (i) Pea gravel at least nine inches deep; (ii) Playground wood chips at least nine inches deep; (iii) Shredded recycled rubber at least six inches deep; or (iv) Any material that has a certificate of compliance, label, or documentation stating it meets ASTM standards F1292.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0146(4)	Serious	Compliance
<b>Description:</b>		

Bouncing equipment including, but not limited to, trampolines, rebounders, and inflatable equipment must be inaccessible and locked. This requirement does not apply to bounce balls designed to be used by individual children.

WAC/RCW	Risk Level	Code
110-300-0147(2)	Short Term	Compliance

**Description:**

An early learning provider must dress children for weather conditions during outdoor play time.

WAC/RCW	Risk Level	Code
110-300-0165(2)(a)	Serious	Compliance

**Description:**

An early learning provider must take steps to prevent hazards to children including, but not limited to: (a) Making inaccessible to infants and toddlers any equipment, material, or objects that may pose a risk of choking, aspiration, or ingestion. For the purposes of this section, equipment, material, or objects that have a diameter or overall dimension of one and three-quarter inches or less are considered items that may pose a risk of choking, aspiration, or ingestion. Small parts from larger equipment, material, or objects that have a diameter or overall dimension of one and three-quarter inches or less, that may become detached from the larger equipment, materials, or object are also considered items that may pose a risk of choking, aspiration, or ingestion;

WAC/RCW	Risk Level	Code
110-300-0165(2)(b)	Serious	Compliance

**Description:**

An early learning provider must take steps to prevent hazards to children including, but not limited to: (b) Eliminating and not using in the licensed space, pursuant to RCW 43.216.380, any window blinds or other window coverings with pull cords or inner cords capable of forming a loop and posing risk of strangulation to children; (i) Window blinds and other window coverings that have been manufactured or properly retrofitted in a manner that eliminates the formation of loops posing a risk of strangulation are allowed; and (ii) A window covering must not be secured to the frame of a window or door used as an emergency exit in a way that would prevent the window or door from opening easily;

WAC/RCW	Risk Level	Code
110-300-0165(2)(c)	Short Term	Compliance

**Description:**

An early learning provider must take steps to prevent hazards to children including, but not limited to: (c) Making inaccessible to children straps, strings, cords, wires, or similar items capable of forming a loop around a child's neck that are not used during supervised early learning program activities;

WAC/RCW	Risk Level	Code
110-300-0165(2)(d)	Serious	Compliance

**Description:**

An early learning provider must take steps to prevent hazards to children including, but not limited to: (d) Making inaccessible to children plastic bags and other suffocation hazards;

WAC/RCW	Risk Level	Code
110-300-0165(2)(e)	Immediate	Compliance
<b>Description:</b> An early learning provider must take steps to prevent hazards to children including, but not limited to: (e) Ensuring firearms, guns, weapons, and ammunition are not on the premises of a center early learning program. Firearms, guns, weapons, and ammunition on the premises of a family home early learning program must be stored in a locked gun safe or locked room inaccessible to children. If stored in a locked room, each gun must be stored unloaded and with a trigger lock or other disabling device. The locked room must be inaccessible to children at all times;		
WAC/RCW	Risk Level	Code
110-300-0165(2)(f)	Long Term	Compliance
<b>Description:</b> An early learning provider must take steps to prevent hazards to children including, but not limited to: (f) Preventing children from walking into or through a glass door, window, or other glass barrier, by placing stickers or art work at the children’s eye level on the glass; and		
WAC/RCW	Risk Level	Code
110-300-0165(2)(g)	Short Term	Compliance
<b>Description:</b> An early learning provider must take steps to prevent hazards to children including, but not limited to: (g) Cribs, play pens, bassinets, infant beds, and indoor climbing structures must not be placed next to windows, to prevent harm from shattered glass, unless the window is made of safety glass.		
WAC/RCW	Risk Level	Code
110-300-0165(3)(a)	Short Term	Compliance
<b>Description:</b> An early learning provider must take measures intended to prevent other hazards to children in care in early learning program space including, but not limited to: (a) Cuts, abrasions, and punctures. Equipment, materials, and other objects on the premises that have splintered edges, sharp edges, points, protruding nails, bolts, or other dangers must be repaired, removed, or made inaccessible to children;		
WAC/RCW	Risk Level	Code
110-300-0165(3)(b)	Serious	Compliance
<b>Description:</b> An early learning provider must take measures intended to prevent other hazards to children in care in early learning program space including, but not limited to: (b) Burns. Equipment, materials, or products that may be hot enough to injure a child must be made inaccessible to children;		
WAC/RCW	Risk Level	Code
110-300-0165(3)(c)	Short Term	Compliance
<b>Description:</b>		

An early learning provider must take measures intended to prevent other hazards to children in care in early learning program space including, but not limited to:  
 (c) Sheering, crushing, or pinching. Broken or cracked equipment, materials, and objects must be repaired, removed, or made inaccessible to children;

WAC/RCW	Risk Level	Code
110-300-0165(3)(d)	Short Term	Compliance

**Description:**

An early learning provider must take measures intended to prevent other hazards to children in care in early learning program space including, but not limited to: (d) Entrapment. Washers, dryers, large compost bins, spare or secondary freezers and refrigerators, and other entrapment dangers must be inaccessible to children unless being actively supervised;

WAC/RCW	Risk Level	Code
110-300-0165(3)(g)	Short Term	Compliance

**Description:**

An early learning provider must take measures intended to prevent other hazards to children in care in early learning program space including, but not limited to:  
 (g) Equipment in poor condition. Equipment in poor condition (loose parts, rusty parts, flaking paint, or other dangers) must be repaired, removed, or made inaccessible to children.

WAC/RCW	Risk Level	Code
110-300-0165(4)(a)	Short Term	Compliance

**Description:**

To ensure a safe environment for children in care, an early learning provider must comply with the following requirements:  
 (a) Indoor temperatures for the premises. The temperature of indoor early learning licensed space must be between 68 and 82 degrees Fahrenheit. If indoor licensed space is colder than 68 or hotter than 82 degrees Fahrenheit, an early learning provider must use climate control devices that are inaccessible to children to bring the temperature within the required range.

WAC/RCW	Risk Level	Code
110-300-0165(4)(d)	Long Term	Compliance

**Description:**

To ensure a safe environment for children in care, an early learning provider must comply with the following requirements:  
 (d) Safe noise levels. Noise levels must be maintained at a level in which a normal conversation may occur.

WAC/RCW	Risk Level	Code
110-300-0165(4)(e)	Short Term	Compliance

**Description:**

To ensure a safe environment for children in care, an early learning provider must comply with the following requirements:  
 (e) Safe water temperature. All water accessible to enrolled children must not be hotter than 120 degrees Fahrenheit.

WAC/RCW	Risk Level	Code
110-300-0165(4)(f)	Short Term	Not Applicable
<p><b>Description:</b>  To ensure a safe environment for children in care, an early learning provider must comply with the following requirements: (f) Stairway safety. (i) There must not be clutter or obstructions in the stairway; (ii) All stairways (indoor and outdoor), not including play structures, must meet local building codes pursuant to RCW 43.216.340. (A) Open stairways with no walls on either side must have handrails with slats (balusters) that prevent a child from falling off either side of the stairway. (B) Stairways with a wall on only one side must have a handrail with slats (balusters) on the side without the wall that prevents a child from falling off the stairway. (C) Stairways with a wall on both sides must have a handrail no higher than thirty-eight inches on at least one side of the stairway; and (iii) Stairways must have a pressure gate, safety gate, or door to keep stairs inaccessible to infants and toddlers when not in use. Openings between slats on pressure or safety gates must not be large enough to allow a sphere that is three and one-half inches wide to pass through.</p>		
WAC/RCW	Risk Level	Code
110-300-0165(4)(g)	Short Term	Not Applicable
<p><b>Description:</b>  To ensure a safe environment for children in care, an early learning provider must comply with the following requirements:  (g) Platforms and decks. All platforms and decks used for child care activities must meet local building codes pursuant to RCW 43.216.340. This does not include play equipment. All platforms and decks with a drop zone of more than eighteen inches must have guardrails in sections without steps.</p>		
WAC/RCW	Risk Level	Code
110-300-0165(5)(a)	Short Term	Compliance
<p><b>Description:</b>  To ensure a safe environment for children in care, an early learning provider must comply with the following electrical requirements:  (a) In areas accessible to children, electrical outlets must have automatic shutters that only allow electrical plugs to be inserted (tamper-resistant) or that are covered by blank plates or other tamper-resistant covers appropriate to the electrical outlet;</p>		
WAC/RCW	Risk Level	Code
110-300-0165(5)(b)	Serious	Compliance
<p><b>Description:</b>  To ensure a safe environment for children in care, an early learning provider must comply with the following electrical requirements: (b) Outlets near sinks, tubs, toilets, or other water sources must be inaccessible to children or be tamper-resistant and equipped with a ground fault circuit interrupter (GFCI) outlet type;</p>		
WAC/RCW	Risk Level	Code
110-300-0165(5)(c)	Serious	Compliance
<p><b>Description:</b>  To ensure a safe environment for children in care, an early learning provider must comply with the following electrical requirements:  (c) Electrical cords must be in good working condition, not torn or frayed, and not have any exposed wires;</p>		

WAC/RCW	Risk Level	Code
110-300-0165(5)(d)	Short Term	Non Compliance
<b>Description:</b> To ensure a safe environment for children in care, an early learning provider must comply with the following electrical requirements: (d) Electrical cords must be plugged directly into a wall outlet or a surge protector;		
WAC/RCW	Risk Level	Code
110-300-0165(5)(e)	Short Term	Compliance
<b>Description:</b> To ensure a safe environment for children in care, an early learning provider must comply with the following electrical requirements: (e) Power strips with surge protectors may be used but must not be accessible to children in care;		
WAC/RCW	Risk Level	Code
110-300-0165(5)(f)	Short Term	Compliance
<b>Description:</b> To ensure a safe environment for children in care, an early learning provider must comply with the following electrical requirements: (f) Extension cords may only be used for a brief, temporary purpose and must not replace direct wiring;		
WAC/RCW	Risk Level	Code
110-300-0165(5)(g)	Serious	Compliance
<b>Description:</b> To ensure a safe environment for children in care, an early learning provider must comply with the following electrical requirements: (g) Electrical devices accessible to children must not be plugged into an electrical outlet near a water source such as sink, tub, water table, or swimming pool.		
WAC/RCW	Risk Level	Code
110-300-0166(3)(a)	Serious	Compliance
<b>Description:</b> To ensure a safe exit from the premises during an emergency, early learning providers must comply with the following requirements: (a) Emergency exit doors must remain unlocked from the inside, but may be locked from the outside while the early learning program is open. The door handle must be of the type that can be opened from the inside without the use of a key, tools, or special knowledge, and must automatically unlock when the knob or handle is turned;		
WAC/RCW	Risk Level	Code
110-300-0166(3)(b)	Serious	Compliance
<b>Description:</b>		

To ensure a safe exit from the premises during an emergency, early learning providers must comply with the following requirements: (b) Exit doors that are not designated as an emergency exit door may be locked during operating hours. Locking interior doors in early learning program space must be designed to be unlocked from either side. An unlocking device must be readily available; and

WAC/RCW	Risk Level	Code
110-300-0166(3)(c)	Serious	Compliance

**Description:**

To ensure a safe exit from the premises during an emergency, early learning providers must comply with the following requirements: (c) Exit doors must not be partially or entirely blocked.

WAC/RCW	Risk Level	Code
110-300-0170(2)	Short Term	Compliance

**Description:**

An early learning provider must arrange for a fire safety inspection annually. A provider must arrange a fire safety inspection with a local government agency. If a local government agency is not available to conduct a fire safety inspection, a provider must inspect for fire safety using the state fire marshal form.

WAC/RCW	Risk Level	Code
110-300-0170(3)(a)	Serious	Compliance

**Description:**

To ensure a safe environment for children in care, an early learning provider must comply with the following fire safety requirements: (a) Combustible materials. (i) Combustible materials must be properly discarded pursuant to local jurisdictions, removed from the premises, or properly stored in closed metal containers specifically designed to hold such combustible materials. (ii) Combustible materials stored in a closed metal container must not be stored in the premises licensed space or any place that may be accessible to children in care. (iii) Combustible materials include, but are not limited to, lint, gasoline, natural gas, diesel, fuel, propane, rags soaked in combustible materials, oils, chemicals, or solvents.

WAC/RCW	Risk Level	Code
110-300-0170(3)(b)	Serious	Compliance

**Description:**

To ensure a safe environment for children in care, an early learning provider must comply with the following fire safety requirements:  
 (b) Furnaces and other heating devices.  
 (i) Paper, rubbish, or other combustible materials must be at least three feet from furnaces, fireplaces, or other heating devices;  
 (ii) Furnaces and other heating devices must be inaccessible to children in care; and  
 (iii) An appliance or heating device that has a surface capable of burning a child or reaching 110 degrees Fahrenheit must be inaccessible to children in care unless a program activity involves such an appliance or device and children are being actively supervised.

WAC/RCW	Risk Level	Code
110-300-0170(3)(c)	Short Term	Compliance

**Description:**

To ensure a safe environment for children in care, an early learning provider must comply with the following fire safety requirements:

(c) Electrical motors. Electrical motor fans and appliances must be regularly cleaned to prevent accumulation of dust or lint.

WAC/RCW	Risk Level	Code
110-300-0170(3)(d)	Serious	Compliance

**Description:**

To ensure a safe environment for children in care, an early learning provider must comply with the following fire safety requirements:

(d) Open flame devices, candles, matches and lighters.

(i) Except for the use of a gas kitchen range, open flame devices must not be used in early learning program space or any other space accessible to children in care during operating hours.

(ii) Candles must not be used during operating hours.

(iii) Matches and lighters must be inaccessible to children.

WAC/RCW	Risk Level	Code
110-300-0170(3)(e)	Short Term	Compliance

**Description:**

To ensure a safe environment for children in care, an early learning provider must comply with the following fire safety requirements: (e) Portable heaters and generators. Portable heaters or fuel powered generators must not be used inside early learning program space during operating hours. (i) In case of an emergency, a generator may be used but must be placed at least twenty feet from buildings, windows, doors, ventilation intakes, or other places where exhaust fumes may be vented into the premises or early learning space; and (ii) Appliances must be plugged directly into a generator or into a heavy duty outdoor-rated extension cord that is plugged into a generator.

WAC/RCW	Risk Level	Code
110-300-0170(3)(f)	Short Term	Not Applicable

**Description:**

To ensure a safe environment for children in care, an early learning provider must comply with the following fire safety requirements:

(f) Fireplaces, woodstoves, or similar wood burning heating devices. Chimneys, fireplaces, gas burning fireplaces, wood stoves or similar wood-burning devices must be inspected annually by a state or locally certified inspector, unless the provider submits to the department a written statement that the chimney, fireplace, wood stove or similar word-burning device will not be used at any time.

WAC/RCW	Risk Level	Code
110-300-0170(3)(g)	Short Term	Compliance

**Description:**

To ensure a safe environment for children in care, an early learning provider must comply with the following fire safety requirements:

(g) Fire alarms and smoke and carbon monoxide detectors.

(i) An early learning provider must have and maintain at least one smoke detector per licensed sleeping area and one per floor. Pursuant to the state building code, center early learning providers must comply with WAC 51-50-0907, as now and hereafter amended, and family early learning providers must comply with WAC 51-51-0314, as now and hereafter amended; and

(ii) An early learning provider must have and maintain carbon monoxide detectors. Pursuant to the state

building code, center early learning providers must comply with WAC 51-50-0915, as now and hereafter amended, and family early learning providers must comply with WAC 51-51-0315, as now and hereafter amended.

WAC/RCW	Risk Level	Code
110-300-0170(3)(i)	Short Term	Compliance

**Description:**

To ensure a safe environment for children in care, an early learning provider must comply with the following fire safety requirements:

- (i) Extinguishers. An early learning provider must have and maintain working fire extinguishers that are marked with a minimum rating of 2A:10 BC.
- (i) Fire extinguishers must be located pursuant to the State Building Code chapter 51-54A WAC, as now and hereafter amended, and must be readily available for use in case of an emergency;
- (ii) Fire extinguishers must be located on each level of the early learning program space used by children and mounted within seventy-five feet of an exit next to the path of the exit; and
- (iii) If a fire extinguisher is mounted in a closet, there must be a sign indicating the location of the extinguisher and obstructions must not block access to the closet.

WAC/RCW	Risk Level	Code
110-300-0175(1)	Immediate	Compliance

**Description:**

To prevent injury or drowning and ensure the health and safety of children, an early learning provider must comply with the requirements described in this section. (1) The following bodies of water must be inaccessible to children in care by using a physical barrier with a locking mechanism in compliance with WAC 246-260-031(4): (a) Swimming pools when not being used as part of the early learning program; (b) Ponds, lakes, storm retention ponds, ditches, fountains, fish ponds, landscape pools or similar bodies of water; and (c) Uncovered wells, septic tanks, wastewater, wastewater tanks, below grade storage tanks, farm manure ponds, or other similar hazards.

WAC/RCW	Risk Level	Code
110-300-0175(2)	Immediate	Compliance

**Description:**

Hot tubs and similar equipment must be made inaccessible by using a physical barrier with a locking mechanism.

WAC/RCW	Risk Level	Code
110-300-0175(3)	Immediate	Compliance

**Description:**

An early learning provider must comply with the following requirements when using a swimming pool as part of the early learning program: (a) Comply with the supervision requirements of WAC 110-300-0350; (b) Audible alarms must be on all doors, screens, and gates in licensed areas that lead to a swimming pool. The alarm must be sufficient to warn staff when children enter the outdoor area and could access the swimming pool; (c) Swimming pools must be maintained according to manufacturer specifications; (d) Swimming pools must be cleaned and sanitized according to manufacturer instructions, chapter 246-260 WAC, and department of health or local health jurisdiction guidelines; (e) A swimming pool must not be used if the main drain cover is missing; and (f) Children in diapers or toilet training must wear swim pants to lower the risk of contaminating the water.

WAC/RCW	Risk Level	Code
110-300-0175(4)	Immediate	Compliance
<b>Description:</b> Filtered wading pools must be inaccessible to children when not in use. Wading pools that do not have a filtering system are not permitted in the early learning program space.		
WAC/RCW	Risk Level	Code
110-300-0175(5)	Serious	Compliance
<b>Description:</b> For bodies of water not located in early learning program space, but that are in close proximity, a physical barrier on the property must make such bodies of water inaccessible to children in care.		
WAC/RCW	Risk Level	Code
110-300-0225(1)	None	Compliance
<b>Description:</b> An early learning provider may have pets or other animals on the early learning program premises.		
WAC/RCW	Risk Level	Code
110-300-0225(2)	Long Term	Not Applicable
<b>Description:</b> If an early learning provider keeps pets or animals on the early learning program premises: (a) The provider must have and follow a pet and animal policy; and (b) Provide written notice to children's parents and guardians.		
WAC/RCW	Risk Level	Code
110-300-0225(3)	Serious	Not Applicable
<b>Description:</b> Pets or other animals that have contact with children must: (a) Have all required vaccinations, pursuant to local and county regulations; (b) Show no signs of illness, disease, worms, or parasites. If these symptoms appear, the pet or animal must be removed from the licensed space until appropriately treated for the condition; and (c) Be nonaggressive. If the pet or animal exhibits aggressive behavior, the pet or animal must be removed from the licensed space.		
WAC/RCW	Risk Level	Code
110-300-0230(1)	Short Term	Compliance
<b>Description:</b> Family home licensees, center directors, assistant directors, program supervisors, lead teachers, assistant teachers, and any other early learning providers counted in staff-to-child ratio, or who could potentially be counted in ratio, must have a current pediatric and adult first-aid and CPR certificate, pursuant to WAC 110-300-0106 (11).		
WAC/RCW	Risk Level	Code
110-300-0230(2)	Short Term	Compliance

**Description:**

An early learning provider must keep a complete first-aid kit in the licensed space, on any off-site trip, and in a vehicle used to transport children in care.

WAC/RCW	Risk Level	Code
110-300-0230(2)(a)	Short Term	Compliance

**Description:**

A first-aid kit must: (a) Be stored in a location that is easily accessible to staff;

WAC/RCW	Risk Level	Code
110-300-0230(2)(b)	Serious	Compliance

**Description:**

A first-aid kit must: (b) Be inaccessible to children

WAC/RCW	Risk Level	Code
110-300-0230(2)(c)	Short Term	Compliance

**Description:**

A first-aid kit must: (c) Be separate from food or chemicals;

WAC/RCW	Risk Level	Code
110-300-0230(2)(d)	Short Term	Compliance

**Description:**

A first-aid kit must: (d) Be kept clean and sanitary;

WAC/RCW	Risk Level	Code
110-300-0230(2)(e)	Short Term	Compliance

**Description:**

A first-aid kit must: (e) Be stored in a manner that prevents contamination; and

WAC/RCW	Risk Level	Code
110-300-0230(2)(f)	Short Term	Compliance

**Description:**

A first-aid kit must: (f) Have sufficient supplies for the number of enrolled children and staff consistent with the early learning program's licensed capacity, or sufficient supplies for each room in the licensed space.

WAC/RCW	Risk Level	Code
110-300-0260(1)(a)	Serious	Compliance

**Description:**

An early learning provider must ensure all poisonous or dangerous substances including, but not limited to fuels, solvents, oils, laundry, dishwasher, other detergents, sanitizing products, disinfectants and items labeled "keep out of reach of children" are stored:  
 (a) In a location that is inaccessible to children;

WAC/RCW	Risk Level	Code
110-300-0260(1)(b)	Serious	Compliance
<p><b>Description:</b>  An early learning provider must ensure all poisonous or dangerous substances including, but not limited to fuels, solvents, oils, laundry, dishwasher, other detergents, sanitizing products, disinfectants and items labeled “keep out of reach of children” are stored:  (b) Separate and apart from food preparation areas, food items, and food supplies;</p>		
WAC/RCW	Risk Level	Code
110-300-0260(1)(c)	Short Term	Compliance
<p><b>Description:</b>  An early learning provider must ensure all poisonous or dangerous substances including, but not limited to, fuels, solvents, oils, laundry, dishwasher, other detergents, sanitizing products, disinfectants and items labeled "keep out of reach of children" are stored: (c) In their original containers or clearly labeled with the name of the product if not in the original container; and</p>		
WAC/RCW	Risk Level	Code
110-300-0260(1)(d)	Short Term	Compliance
<p><b>Description:</b>  An early learning provider must ensure all poisonous or dangerous substances including, but not limited to fuels, solvents, oils, laundry, dishwasher, other detergents, sanitizing products, disinfectants and items labeled “keep out of reach of children” are stored:  (d) In compliance with the manufacturer’s directions (including not storing products near heat sources).</p>		
WAC/RCW	Risk Level	Code
110-300-0260(2)(a)(b)	Serious	Compliance
<p><b>Description:</b>  Storage areas and storage rooms must:  (a) Be inaccessible to children;  (b) Have locking doors or other methods to prevent child access;</p>		
WAC/RCW	Risk Level	Code
110-300-0260(2)(c)	Short Term	Compliance
<p><b>Description:</b>  Storage areas and storage rooms must: (c) Have moisture resistant and easily cleanable floors;</p>		
WAC/RCW	Risk Level	Code
110-300-0260(2)(d)	Short Term	Compliance
<p><b>Description:</b>  Storage areas and storage rooms must: (d) Have a designated maintenance or janitorial utility sink, or another method to dispose of wastewater (kitchen sinks must not be used for disposal of wastewater);</p>		
WAC/RCW	Risk Level	Code
110-300-0260(2)(e)	Short Term	Compliance

<b>Description:</b> Storage areas and storage rooms must: (e) Be kept clean and sanitary.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0260(3)	Short Term	Compliance
<b>Description:</b> Center early learning program space with storage areas and rooms that contain chemicals, utility sinks, or wet mops must be ventilated to the outdoors with an exterior window or mechanical ventilation to prevent the buildup of odors, fumes, or other hazards.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0260(5)	Serious	Compliance
<b>Description:</b> Saws, power tools, lawn mowers, toilet plungers, toilet brushes, and other maintenance and janitorial equipment must be inaccessible to children.		

<b>Environment Nutrition and Health</b>		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0185(2)	Long Term	Non Compliance
<b>Description:</b> An early learning provider must serve a fruit or vegetable during at least one snack per day. The fruit and vegetable serving may count as one of the two required snack components or as a third snack component.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0186(1)	Serious	Compliance
<b>Description:</b> An early learning provider must obtain written instructions (the individual care plan) from the child's health care provider and parent or guardian when caring for a child with a known food allergy or special dietary requirement due to a health condition. The individual care plan pursuant to WAC 110-300-0300 must: (a) Identify foods that must not be consumed by the child and steps to take in the case of an unintended allergic reaction; (b) Identify foods that can substitute for allergenic foods; and (c) Provide a specific treatment plan for the early learning provider to follow in response to an allergic reaction. The specific treatment plan must include the: (i) Names of all medication to be administered; (ii) Directions for how to administer the medication; (iii) Directions related to medication dosage amounts; and (iv) Description of allergic reactions and symptoms associated with the child's particular allergies.		
<b>WAC/RCW</b>	<b>Risk Level</b>	<b>Code</b>
110-300-0186(2)	Serious	Compliance
<b>Description:</b> An early learning provider must arrange with the parents or guardians of a child in care to ensure the early learning program has the necessary medication, training, and equipment to properly manage a child's food allergies.		

WAC/RCW	Risk Level	Code
110-300-0190(4)	Long Term	Compliance
<p><b>Description:</b>  On special occasions, such as birthdays, an early learning provider may allow parents or guardians to bring in snacks that may not satisfy the nutritional requirements for all children. The snacks provided must be limited to: (a) Store purchased fruits and vegetables (uncut); (b) Foods prepackaged in the original manufacturer containers; or (c) Snacks prepared, cooked, or baked at home by parents or guardians of a child in care. Prior to serving, an early learning provider must receive written permission from each child's parent or guardian stating their child may consume food prepared, cooked, or baked by another child's parent or guardian.</p>		
WAC/RCW	Risk Level	Code
110-300-0196(1)	Serious	Compliance
<p><b>Description:</b>  Food prepared and served from an early learning program must not be tampered with or spoiled.</p>		
WAC/RCW	Risk Level	Code
110-300-0197(3)	Short Term	Compliance
<p><b>Description:</b>  For all foods offered by the provider or given to an enrolled child by a parent or guardian, the provider must:  (a) Provide appropriate refrigeration to preserve foods from spoiling. Foods that may be subject to spoiling include, but are not limited to, meats, cooked potatoes, cooked legumes, cooked rice, sprouts, cut melons, cut cantaloupes, milk, and cheese; and  (b) Refrigerate foods requiring refrigeration at 41 degrees Fahrenheit or less and freeze foods required to be frozen at 10 degrees Fahrenheit or less.</p>		
WAC/RCW	Risk Level	Code
110-300-0197(4)	Short Term	Non Compliance
<p><b>Description:</b>  Food must be stored as follows:  (a) In original containers or in clean, labeled, dated, and airtight food grade containers, if appropriate.  (b) Food not required to be refrigerated or frozen must not be stored directly on the floor;  (c) In a manner that prevents contamination;  (d) Food and food service items (such as utensils, napkins, and dishes) must not be stored in an area with toxic materials (such as cleaning supplies, paint, or pesticides);  (e) Food that is past the manufacturer's expiration or "best served by" date must not be served to enrolled children; and  (f) Raw meat must be stored in the refrigerator or freezer below cooked or ready to eat foods.</p>		
WAC/RCW	Risk Level	Code
110-300-0197(5)	Long Term	Compliance
<p><b>Description:</b>  For food requiring temperature control, a center early learning program must maintain a food temperature log by using a calibrated and working metal stem-type or digital food thermometer.</p>		

WAC/RCW	Risk Level	Code
110-300-0200(1)	Short Term	Compliance
<p><b>Description:</b>            Early learning providers must comply with the following handwashing procedures or those defined by the United States Center for Disease Control and Prevention, and children should strongly be encouraged to:            (a) Wet hands with warm water; (b) Apply soap to the hands; (c) Rub hands together to wash for at least twenty seconds; (d) Thoroughly rinse hands with water; (e) Dry hands with a paper towel, single-use cloth towel, or air hand dryer; (f) Turn water faucet off using a paper towel or single-use cloth towel unless it turns off automatically; and (g) Properly discard paper single-use cloth towels after each use.</p>		
WAC/RCW	Risk Level	Code
110-300-0200(2)	Short Term	Compliance
<p><b>Description:</b>            An early learning provider must wash and sanitize cloth towels after a single use. Soiled and used towels must be inaccessible to children.</p>		
WAC/RCW	Risk Level	Code
110-300-0200(3)	Short Term	Not Applicable
<p><b>Description:</b>            To prevent children from being burned, air hand dryers must have a heat guard (barrier that prevents user from touching heating element) and turn off automatically.</p>		
WAC/RCW	Risk Level	Code
110-300-0200(4)	Short Term	Compliance
<p><b>Description:</b>            Early learning providers must wash their hands following the handwashing procedures listed above:            (a) When arriving at work;            (b) After toileting a child;            (c) Before and after diapering a child (use a wet wipe in place of handwashing during the middle of diapering if needed);            (d) After personal toileting;            (e) After attending to an ill child;            (f) Before and after preparing, serving, or eating food;            (g) Before preparing bottles;            (h) After handling raw or undercooked meat, poultry, or fish;            (i) Before and after giving medication or applying topical ointment;            (j) After handling or feeding animals, handling an animal's toys or equipment, or cleaning up after animals;            (k) After handling bodily fluids;            (l) After using tobacco or vapor products;            (m) After being outdoors;            (n) After gardening activities;            (o) After handling garbage and garbage receptacles; and            (p) As needed or required by the circumstances.</p>		
WAC/RCW	Risk Level	Code
110-300-0200(5)	Short Term	Compliance

**Description:**

Early learning providers must direct, assist, teach, and coach, children to wash their hands, using the steps listed above:

- (a) When arriving at the early learning premises;
- (b) After using the toilet;
- (c) After diapering;
- (d) After outdoor play;
- (e) After gardening activities;
- (f) After playing with animals;
- (g) After touching body fluids such as blood or after nose blowing or sneezing;
- (h) Before and after eating or participating in food activities including table setting; and
- (i) As needed or required by the circumstances.

WAC/RCW	Risk Level	Code
110-300-0200(6)(7)	Short Term	Compliance

**Description:**

(6) Hand sanitizers or hand wipes with alcohol may be used for adults and children over twenty-four months of age under the following conditions: (a) When proper handwashing facilities are not available; and (b) Hands are not visibly soiled or dirty. (7) Children must be actively supervised when using hand sanitizers to avoid ingestion or contact with eyes, nose, or mouths. (a) Hand sanitizer must not be used in place of proper handwashing. (b) An alcohol-based hand sanitizer must contain sixty to ninety percent alcohol to be effective.

WAC/RCW	Risk Level	Code
110-300-0205(5)	Short Term	Compliance

**Description:**

Unless covered by an individual care plan or protected by the ADA, an ill child, staff member, or other individual must be sent home or isolated from children in care if the ill individual has: (a) A fever 101 degrees Fahrenheit for children over two months (or 100.4 degrees Fahrenheit for an infant younger than two months) by any method, and behavior change or other signs and symptoms of illness (including sore throat, earache, headache, rash, vomiting, diarrhea); (b) Vomiting two or more times in the previous twenty-four hours; (c) Diarrhea where stool frequency exceeds two stools above normal per twenty-four hours for that child or whose stool contains more than a drop of blood or mucus; (d) A rash not associated with heat, diapering, or an allergic reaction; (e) Open sores or wounds discharging bodily fluids that cannot be adequately covered with a waterproof dressing or mouth sores with drooling; (f) Lice, ringworm, or scabies. Individuals with head lice, ringworm, or scabies must be excluded from the child care premises beginning from the end of the day the head lice, ringworm, or scabies was discovered. The provider may allow an individual with head lice, ringworm, or scabies to return to the premises after receiving the first treatment; or (g) A child who appears severely ill, which may include lethargy, persistent crying, difficulty breathing, or a significant change in behavior or activity level indicative of illness.

WAC/RCW	Risk Level	Code
110-300-0210(1)(2)	Long Term	Compliance

**Description:**

(1) On or before their children's first day of attending an early learning program, the parents or guardians of enrolled children must give to early learning providers proof of vaccination or acquired immunity for the vaccine-preventable disease, required under RCW 43.216.690 and chapter 246-105 WAC. Early learning providers may accept children without proof of vaccinations or immunity as otherwise indicated in this section. (2) Early learning providers must receive for each enrolled child upon enrollment and annually

thereafter, as required by RCW 43.216.690 and WAC 246-105-050: (a) A current, complete, and medically verified certificate of immunization status (CIS) form; (b) A department approved certificate of exemption (COE) form, if applicable; or (c) A current immunization record from the Washington state immunization information system (WA IIS).

WAC/RCW	Risk Level	Code
110-300-0210(3)	Long Term	Compliance

**Description:**

To accept a child who is not current with their immunizations, early learning providers must give written notice to that child's parent or guardian stating the child may be accepted if the immunizations are completed consistent with chapter 246-105 WAC and: (a) Prior to enrollment the parent or guardian provides written proof the child is scheduled to be immunized; or (b) Parents or guardians provides a signed and dated statement detailing when the child's immunizations will be brought up to date and stating they understand their child will be excluded from care if the immunizations are not completed within 30 days of the specified due date..

WAC/RCW	Risk Level	Code
110-300-0215(2)	Short Term	Compliance

**Description:**

Medication training. An early learning provider must not give medication to a child if the provider has not successfully completed: (a) An orientation about the early learning program's medication policies and procedures; (b) The department standardized training course in medication administration that includes a competency assessment pursuant to WAC 110-300-0106(10) or equivalent training; and (c) If applicable, a training from a child's parents or guardian (or an appointed designee) for special medical procedures that are part of a child's individual care plan. This training must be documented and signed by the provider and the child's parent or guardian (or designee).

WAC/RCW	Risk Level	Code
110-300-0215(3)	Serious	Compliance

**Description:**

Medication administration. An early learning provider must not give medication to any child without written and signed consent from that child's parent or guardian, must administer medication pursuant to directions on the medication label, and using appropriate cleaned and sanitized medication measuring devices.

WAC/RCW	Risk Level	Code
110-300-0215(3)(a)(i)	Serious	Compliance

**Description:**

An early learning provider must administer medication to children in care as follows: (i) Prescription medication. Prescription medication must only be given to the child named on the prescription. Prescription medication must be prescribed by a health care professional with prescriptive authority for a specific child. Prescription medication must be accompanied with medication authorization form that has the medical need and the possible side effects of medication. Prescription medication must be labeled with: (A) A child's first and last name; (B) The date the prescription was filled; (C) The name and contact information of the prescribing health professional; (D) The expiration date, dosage amount, and length of time to give the medication; and (E) Instructions for the administration and storage.

WAC/RCW	Risk Level	Code
110-300-0215(3)(a)(ii)	Serious	Compliance
<p><b>Description:</b></p> <p>An early learning provider must administer medication to children in care as follows: (ii) Nonprescription oral medication. Nonprescription (over-the-counter) oral medication brought to the early learning program by a parent or guardian must be in the original packaging. (A) Nonprescription (over-the-counter) medication needs to be labeled with child's first and last name and accompanied with medication authorization form that has the expiration date, medical need, dosage amount, age, and length of time to give the medication. Early learning providers must follow the instructions on the label or the parent must provide a medical professional's note; and (B) Nonprescription medication must only be given to the child named on the label provided by the parent or guardian.</p>		
WAC/RCW	Risk Level	Code
110-300-0215(3)(a)(vi)	Immediate	Compliance
<p><b>Description:</b></p> <p>An early learning provider must administer medication to children in care as follows: (vi) An early learning provider must not give or permit another to give any medication to a child for the purpose of sedating the child unless the medication has been prescribed for a specific child for that particular purpose by a qualified health care professional.</p>		
WAC/RCW	Risk Level	Code
110-300-0215(3)(b)	Short Term	Compliance
<p><b>Description:</b></p> <p>(b) Medication documentation (excluding nonmedical items). An early learning provider must keep a current written medication log that includes: (i) A child's first and last name; (ii) The name of the medication that was given to the child; (iii) The dose amount that was given to the child; (iv) Notes about any side effects exhibited by the child; (v) The date and time of each medication given or reasons that a particular medication was not given; and (vi) The name and signature of the person that gave the medication.</p>		
WAC/RCW	Risk Level	Code
110-300-0215(3)(c)	Serious	Non Compliance
<p><b>Description:</b></p> <p>Medication must be stored and maintained as directed on the packaging or prescription label, including applicable refrigeration requirements. An early learning provider must comply with the following additional medication storage requirements:</p> <ul style="list-style-type: none"> <li>(i) Medication must be inaccessible to children;</li> <li>(ii) Controlled substances must be locked in a container or cabinet which is inaccessible to children;</li> <li>(iii) Medication must be kept away from food in a separate, sealed container; and</li> <li>(iv) External medication (designed to be applied to the outside of the body) must be stored to provide separation from internal medication (designed to be swallowed or injected) to prevent cross contamination.</li> </ul>		
WAC/RCW	Risk Level	Code
110-300-0215(3)(d)	Short Term	Compliance
<p><b>Description:</b></p>		

An early learning provider must return a child's unused medication to that child's parent or guardian. If this is not possible, a provider must follow the Food and Drug Administration (FDA) recommendations for medication disposal.

WAC/RCW	Risk Level	Code
110-300-0215(3)(e)	Short Term	Compliance

**Description:**

An early learning provider must not accept or give to a child homemade medication, such as diaper cream or sunscreen.

**Summary, Comments, and Recommendations**

During the site visit there were 25 children in care - 9 preschoolers/3 staff in one room and 16 preschoolers/3 staff in the other classroom. Each class also had a support staff person - family service specialist. This ECEAP program is currently rated a level four for early achievers.