

SAFETY CHECKLIST

Area Program:	Yes	No	Facility:
Quality Assurance Checkpoint	Yes	No	Comments
1. Fire Drills			
2. Severe Weather Drills			
3. Smoke/Heat Detectors Functional			
4. Electric Carbon Monoxide Detector Functional			
5. Hot Water Temperature is addressed by the IPP team			
6. Hot Water Temperature is between 110 - 115 degrees			
7. Dishwasher Rinse Cycle Temperature is 150 degrees			
8. 3 Compartment Sink is Used (if no dishwasher) Sanitizing solution used per regs			
9. Refrigerator Temperature is between 33-40 degrees			
10. Safety and Sanitation			
Area Safety Plan in place			
QA Safety Checklist completed every 2 months			
Area Safety Plan reviewed every 2 months			
11. Emergency Procedure Manual in place			
Reviewed annually with staff			
12. First Aid Kit Supplies:			
Available: band-aids			
adhesive tape			
gauze bandages			
sterile gauze pads			
antiseptic such as merthiolate			
triangular bandages			
sterile eye pads			
scissors			
tweezers			
ointment, cream, spray			
paper tape			
first aid handbook			
gloves			
resuscitation mask			
	Director of Program Development		
Signature	Initials	Position	Date
			6/02; 5/03

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