



*Caring for Infants and Toddlers
in Early Care and Education*
Compliance/Comparison Checklist

The *Caring for Infants and Toddlers in Early Care and Education (I/T)* collection was developed to be used by multiple audiences interested in the health and safety of the infants and toddlers in all early care and education settings.

The Compliance/Comparison Checklist can be used by:

- **early care and education caregivers/teachers** who can implement these strategies to provide a safe and healthy environment for infants and toddlers in early care and education settings, while simultaneously supporting and partnering with families during this critical stage of development;
- **state regulators and policy makers** who can promote the adoption of the standards in this collection in their state licensing standards for programs that serve the infant/toddler population;
- **health, mental health and education consultants, trainers and other health professionals** who can promote these standards to early care and education caregivers/teachers;
- **parents/guardians** who can petition the use of these standards in their child's early care and education setting; and
- **early care and education academic degree programs** who can enhance their infant/toddler curriculum.

Compliance/Comparison Checklist

CFOC3 Standard Number	CFOC3 Standard Title	Compliance/ Comparison	
		Yes	No
I. Enrollment and Admission			
<u>1.1.2.1</u>	Minimum Age to Enter Child Care		
<u>9.2.1.3</u>	Enrollment Information to Parents/Guardians and Caregivers/Teachers		
<u>9.4.2.3</u>	Contents of Admission Agreement Between Child Care Program and Parent/Guardian		
II. Staffing, Consultants and Supervision			
A. Staff Qualifications and Training			
<u>1.2.0.2*</u>	Background Screening		
<u>1.3.1.1*</u>	General Qualifications of Directors		
<u>1.3.2.2*</u>	Qualifications of Lead Teachers and Teachers		
<u>1.3.2.3</u>	Qualifications for Assistant Teachers, Teacher aides, and Volunteers		
<u>1.3.2.4</u>	Additional Qualifications for Caregivers/Teachers Serving Children Three to Thirty-Five Months of Age		
<u>1.3.2.7</u>	Qualifications and Responsibilities of Health Advocates		
<u>1.3.3.1*</u>	General Qualifications of Family Child Care Caregivers/Teachers to Operate a Family Child Care Home		
<u>1.4.1.1*</u>	Pre-service Training		
<u>1.4.2.2*</u>	Orientation for Care of Children with Special Health Care Needs		
<u>1.4.2.3*</u>	Orientation Topics		
<u>1.4.3.1*</u>	First Aid and CPR Training for Staff		
<u>1.4.5.2*</u>	Child Abuse and Neglect Education		
<u>1.5.0.2*</u>	Orientation of Substitutes		
<u>7.4.0.2</u>	Staff Education and Policies on Enteric (Diarrheal and Hepatitis A virus (HAV) Infections		
<u>7.7.1.1</u>	Staff Education and Policies on Cytomegalovirus (CMV)		

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		Yes	No
B. Consultants			
<u>1.6.0.1*</u>	Child Care health Consultants		
<u>1.6.0.2</u>	Frequency of Child Care Health Consultation Visits		
<u>1.6.0.3</u>	Early Childhood Mental Health Consultants		
<u>1.6.0.4</u>	Early Childhood Education Consultants		
C. Supervision			
<u>1.1.1.1*</u>	Ratios for Small Family Child Care Homes		
<u>1.1.1.2*</u>	Ratios for Large Family Child Care Homes and Centers		
<u>1.1.1.3*</u>	Ratios for Facilities Serving Children with Special Health Care Needs and Disabilities		
<u>1.1.1.4*</u>	Ratios and Supervision During Transportation		
<u>1.1.1.5*</u>	Ratios and Supervision for Swimming, Wading, and Water Play		
<u>2.2.0.1*</u>	Methods of Supervision of Children		
<u>2.2.0.4*</u>	Supervision Near Bodies of Water		
<u>4.5.0.6*</u>	Adult Supervision of Children Who Are Learning to Feed Themselves		
III Environment and Equipment			
A. Building and Environment: Inside and Out			
<u>5.1.1.5*</u>	Environmental Audit of Site Location		
<u>5.1.1.7</u>	Use of Basements and Below Grade Areas		
<u>5.1.1.12</u>	Multiple Use of Rooms		
<u>5.1.2.1</u>	Space Required Per Child		
<u>5.1.3.2*</u>	Possibility of Exit From Windows		
<u>5.2.1.1*</u>	Fresh Air		
<u>5.2.1.2</u>	Indoor Temperature		
<u>5.2.1.6</u>	Ventilation to Control Odors		
<u>5.2.1.11*</u>	Portable Electric Space Heater		
<u>5.2.6.2</u>	Testing of Drinking Water Not From Public System		
<u>5.2.6.3*</u>	Testing for Lead and Copper Levels in Drinking Water		
<u>5.2.8.1*</u>	Integrated Pest Management		
<u>5.2.9.4*</u>	Radon Concentrations		

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		Yes	No
5.2.9.10	Prohibition of Poisonous Plants		
5.2.9.13*	Testing for Lead		
5.2.9.14	Shoes in Infant Play Areas		
5.4.1.1	General Requirements for Toilet and Handwashing Areas		
5.4.1.4	Preventing Entry to Toilet Rooms by Infants and Toddlers		
6.1.0.1	Size and Location of Outdoor Play Area		
6.1.0.2	Size and Requirements of Indoor Play Area		
6.1.0.4	Elevated Play Areas		
6.3.1.1*	Enclosures of Bodies of Water		
B. Equipment, Materials, and Toys			
Facility			
3.4.6.1*	Strangulation Hazards		
5.1.5.4*	Guards at Stairway Access Openings		
5.1.6.6*	Guardrails and Protective Barriers		
5.2.4.2*	Safety Covers and Shock Protection Devices for Electrical Outlets		
5.2.5.1*	Smoke Detection Systems and Smoke Alarms		
5.2.9.1*	Use and Storage of Toxic Substances		
5.2.9.5*	Carbon Monoxide Detectors		
5.2.9.6	Preventing Exposure to Asbestos or Other Friable Materials		
5.3.1.1*	Safety of Equipment, Materials, and Furnishings		
5.3.1.3	Size of Furniture		
5.3.1.4	Surfaces of Equipment, Furniture, Toys, and Play Materials		
5.3.1.7	Facility Arrangements to Minimize Back Injuries		
5.4.1.6	Ratios of Toilets, Urinals, and Hand Sinks to Children		
5.4.1.7	Toilet Learning/Training Equipment		
5.4.2.1	Diaper Changing Tables		
5.4.2.4	Use, Location, and Setup of Diaper Changing Areas		

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		Yes	No
5.4.2.5	Changing Table Requirements		
5.4.1.10	Handwashing Sinks		
5.4.1.11	Prohibited Uses of Handwashing Sinks		
5.4.2.2	Handwashing Sinks for Diaper Changing Areas in Centers		
5.4.2.3	Handwashing Sinks for Diaper Changing Areas in Homes		
5.4.5.1	Sleeping Equipment and Supplies		
5.4.5.2*	Cribs		
5.4.5.3	Stackable Cribs		
5.4.5.4	Futons		
5.5.0.7*	Storage of Plastic Bags		
5.5.0.8*	Firearms		
6.3.3.4	Pool Water Temperature		
6.3.5.1*	Hot Tubs, Spas, and Saunas		
6.3.5.2*	Water in Containers		
6.4.1.5*	Balloons		
6.5.2.2*	Child Passenger Safety		
6.5.2.4*	Interior Temperature of Vehicles		
Appendix X	Adaptive Equipment for Children with Special Health Care Needs		
Food Preparation and Feeding Area			
4.5.0.2	Tableware and Feeding Utensils		
4.8.0.1*	Food Preparation Area		
4.8.0.8	Microwave Ovens		
5.3.1.8	High Chair Requirements		
Play Areas			
5.2.9.7	Proper Use of Art and Craft Materials		
5.3.1.9	Carriage, Stroller, Gate Enclosure, and Play Yard Requirements		
6.2.1.1	Play Equipment Requirements		
6.2.1.7	Enclosure of Moving Parts on Play Equipment		
6.2.1.9*	Entrapment Hazards on Play Equipment		
6.2.4.3	Sensory Table Materials		
6.4.1.2*	Inaccessibility of Toys or Objects to Children		

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		Yes	No
	Under Three Years of Age		
6.4.1.3	Crib Toys		
6.4.2.1	Riding Toys with Wheels and Wheeled Equipment		
6.4.2.2*	Helmets		
Appendix II	Bike Helmets: Quick Fit-Check		
IV. Program Activities for Healthy Development			
A. Developmentally Appropriate Practice			
2.1.1.4*	Monitoring Children’s Development/Obtaining Consent for Screening		
2.1.1.5	Helping Families Cope with Separation		
2.1.1.6	Transitions within Programs and Indoor and Outdoor Learning/Play Environments		
2.1.1.7	Communication in Native Language Other Than English		
2.1.1.9	Verbal Interaction		
2.1.2.1*	Personal Caregiver/Teacher Relationships for Infants and Toddlers		
2.1.2.2	Interactions with Infants and Toddlers		
2.1.2.3	Space and Activity to Support Learning of Infants and Toddlers		
2.1.2.4	Separation of Infants and Toddlers from Older Children		
2.1.2.5	Toilet Learning/Training		
2.2.0.2	Limiting Infant/Toddler time in Crib, High Chair, Care Seat, Etc.		
2.2.0.3	Limiting Screen Time – Media, Computer Time		
2.2.0.5	Behavior Around a Pool		
2.3.1.1	Mutual Responsibility of Parents/Guardians and Staff		
3.1.4.4	Scheduled Rest Periods and Sleep Arrangements		
5.3.1.10	Restrictive Infant Equipment Requirements		
9.2.1.1	Content of Policies		
9.2.2.1	Planning for the Child’s Transition to New		

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		Yes	No
	Services		
B. Positive Behavior Management			
<u>2.2.0.6*</u>	Discipline Measures		
<u>2.2.0.7</u>	Handling Physical Aggression, Biting and Hitting		
<u>2.2.0.8*</u>	Preventing Expulsions, Suspensions, and Other Limitations in Services		
<u>2.2.0.9*</u>	Prohibited Caregiver/Teacher Behaviors		
<u>2.2.0.10*</u>	Using Physical Restraint		
<u>4.5.0.11</u>	Prohibited Uses of Food		
<u>9.2.1.6</u>	Written Discipline Policies		
V. Healthy Weight Promotion			
A. Physical Activity			
<u>3.1.3.1*</u>	Active Opportunities for Physical Activity		
<u>3.1.3.2*</u>	Playing Outdoors		
<u>9.2.3.1</u>	Policies and Practices that Promote Physical Activity		
B. Nutrition			
<u>4.2.0.2</u>	Assessment and Planning of Nutrition for Individual Children		
<u>4.2.0.3*</u>	Use of USDA – CACFP Guidelines		
<u>4.2.0.4</u>	Categories of Foods		
<u>4.2.0.5</u>	Meal and Snack Patterns		
<u>4.2.0.6*</u>	Availability of Drinking Water		
<u>4.2.0.7</u>	100% Fruit Juice		
<u>4.2.0.8*</u>	Feeding Plans and Dietary Modifications		
<u>4.2.0.9</u>	Written Menus and Introduction of New Foods		
<u>4.2.0.12</u>	Vegetarian/Vegan Diets		
<u>4.3.1.1</u>	General Plan for Feeding Infants		
<u>4.3.1.2</u>	Feeding Infants on Cue by A Consistent Caregiver/Teacher		
<u>4.3.1.6</u>	Use of Soy-Based Formula and Soy Milk		
<u>4.3.1.7</u>	Feeding Cow's Milk		
<u>4.3.1.8</u>	Technique for Bottle Feeding		
<u>4.3.1.11*</u>	Introduction of Age-Appropriate Solid Foods to Infants		

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		Yes	No
4.3.1.12	Feeding Age-Appropriate Solid Foods to Infants		
4.3.2.1	Meal and Snack Patterns for Toddlers and Preschoolers		
4.3.2.2	Serving Size for Toddlers and Preschoolers		
4.3.2.3	Encouraging Self-Feeding by Older Infants and Toddlers		
4.5.0.1	Developmentally Appropriate Seating and Utensils for Meals		
4.5.0.4	Socialization During Meals		
4.5.0.8	Experience with Familiar and New Foods		
4.7.0.1	Nutritional Learning Experiences for Children		
9.2.3.11	Food and Nutrition Service Policies and Plans		
9.2.3.12*	Infant Feeding Policy		
Appendix JJ	Our Child Care Center Supports Breastfeeding		
VI. Safe and Healthy Practices and Procedures			
A. Safe Food Practices			
4.3.1.3*	Preparing, Feeding and Storing Human Milk		
4.3.1.4	Feeding Human Milk to Another Mother's Child		
4.3.1.5*	Preparing, Feeding and Storing Infant Formula		
4.3.1.9*	Warming Bottles and Infant Foods		
4.5.0.3	Activities that Are Incompatible with Eating		
4.5.0.5	Numbers of Children Fed Simultaneously by One Adult		
4.5.0.9*	Hot Liquids and Foods		
4.5.0.10*	Foods that Are Choking Hazards		
4.8.0.4	Food Preparation Sinks		
4.9.0.2*	Staff Restricted from Food Preparation and Handling		
4.9.0.3*	Precautions for a Safe Food Supply		
5.2.9.9	Plastic Containers and Toys		
B. Health Promotion and Protection			
3.1.2.1*	Routine Health Supervision and Growth Monitoring		

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		Yes	No
<u>3.1.4.1*</u>	Safe Sleep Practices and SIDS/Suffocation Risk Reduction		
<u>3.1.4.2</u>	Swaddling		
<u>3.1.4.3</u>	Pacifier Use		
<u>3.1.5.1*</u>	Routine Oral Hygiene Activities		
<u>3.1.5.2</u>	Toothbrushes and Toothpaste		
<u>3.2.1.1</u>	Type of Diapers Worn		
<u>3.2.1.2</u>	Handling Cloth Diapers		
<u>3.2.1.3</u>	Checking for the Need to Change Diapers		
<u>3.2.1.4*</u>	Diaper Changing Procedure		
<u>3.2.1.5</u>	Procedure for Changing Children’s Soiled Underwear/Pull-Ups and Clothing		
<u>3.2.2.1*</u>	Situations that Require Hand Hygiene		
<u>3.2.2.2*</u>	Handwashing Procedure		
<u>3.2.2.3*</u>	Assisting Children with Hand Hygiene		
<u>3.2.2.5</u>	Hand Sanitizers		
<u>3.4.1.1*</u>	Use of Tobacco, Alcohol, and Illegal Drugs		
<u>3.4.5.1*</u>	Sun Safety Including Sunscreen		
<u>3.4.5.2</u>	Insect Repellent and Protection from Vector-Borne Diseases		
<u>3.5.0.1*</u>	Care Plan for Children with Special Health Care Needs		
<u>3.5.0.2*</u>	Caring for Children Who Require Medical Procedures		
<u>4.2.0.10*</u>	Care for Children with Food Allergies		
<u>9.4.1.9</u>	Records of Injury		
<u>Appendix O*</u>	Care Plan for Children with Special Health Care Needs		
C. Cleaning/Sanitizing/Disinfecting Practices			
<u>3.2.3.1</u>	Procedures for Nasal Secretions and Use of Nasal Bulb Syringes		
<u>3.3.0.1*</u>	Routine Cleaning, Sanitizing, and Disinfecting		
<u>3.3.0.2</u>	Cleaning and Sanitizing Toys		
<u>3.3.0.3</u>	Cleaning and Sanitizing Objects Intended for the Mouth		
<u>3.3.0.4</u>	Cleaning Individual Bedding		

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		Yes	No
3.3.0.5	Cleaning Crib Surfaces		
4.3.1.10	Cleaning and Sanitizing Equipment Used for Bottle Feeding		
5.4.2.6	Maintenance of Changing Tables		
9.2.3.10	Sanitation Policies and Procedures		
Appendix J*	Selecting an Appropriate Sanitizer or Disinfectant		
Appendix K*	Routine Schedule for Cleaning, Sanitizing and Disinfecting		
D. Infection Control/Disease Prevention and Management.			
3.1.1.1	Conduct of Daily Health Check		
3.2.3.4*	Prevention of Exposure to Blood and Body Fluids		
3.6.1.1*	Inclusion/Exclusion/Dismissal of Children		
3.6.1.2*	Staff Exclusion for Illness		
3.6.1.3	Thermometers for Taking Human Temperatures		
3.6.4.1	Procedure for Parent/Guardian Notification About Exposure of Children to Infectious Disease		
3.6.4.2	Infectious Diseases that Require Parent/Guardian Notification		
3.6.4.4	List of Excludable and Reportable Conditions for Parents		
5.2.7.4	Containment of Soiled Diapers		
5.2.7.5	Labeling, Cleaning, and Disposal of Waste and Diaper Containers		
5.5.0.1	Storage and Labeling of Personal Articles		
7.2.0.1	Immunization Documentation		
7.2.0.2*	Unimmunized Children		
7.2.0.3*	Immunization of Caregivers/Teachers		
7.3.2.1	Immunization for Haemophilus Influenzae Type B (HIB)		
7.3.3.1*	Influenza Immunizations for Children and Caregivers/Teachers		
7.3.5.1*	Recommended Control Measures for Invasive		

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	Meningococcal Infection in Child Care		
7.3.7.3	Exclusion for Pertussis		
7.3.8.1	Attendance of Children with Respiratory Syncytial virus (RSV) Respiratory Tract Infection		
7.3.11.1	Attendance of Children with Unspecified Respiratory Tract Infection		
7.4.0.1*	Control of Enteric (Diarrheal) and Hepatitis A Virus (HAV) Infections		
7.5.1.1	Conjunctivitis		
7.5.10.1*	Staphylococcus Aureus Skin Infections Including MRSA		
7.5.12.1	Thrush		
7.7.2.1	Disease Recognition and Control of Herpes Simplex Virus		
Appendix G	Recommended Immunization Schedule for Persons Aged 0-6 Years (only 1st and 3rd page of Appendix)		
Appendix H*	Recommended Adult Immunization Schedule		
E. Medication Administration			
3.6.3.1*	Medication Administration		
3.6.3.2*	Labeling, Storage, and Disposal of Medications		
3.6.3.3*	Training of Caregivers/Teachers to Administer Medications		
9.4.2.6*	Contents of Medication Record		
Appendix AA	Medication Administration Packet		
F. Abuse/Neglect			
3.4.4.1*	Recognizing and Reporting Suspected Child Abuse, Neglect, and Exploitation		
3.4.4.3*	Preventing and Identifying Shaken Baby Syndrome/Abusive Head Trauma		
3.4.4.5	Facility Layout to Reduce Risk of Child Abuse and Neglect		
Appendix M	Recognizing Child Abuse and Neglect: Signs and Symptoms		

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		Yes	No
G. Emergency and Disaster Preparedness			
3.6.4.5	Death		
5.6.0.1*	First Aid and Emergency Supplies		
9.2.4.3*	Disaster Planning, Training, and Communication		
9.2.4.4	Written Plan for Seasonal and Pandemic Influenza		
9.2.4.5*	Emergency and Evacuation Drills/Exercises Policy		
Appendix P	Situations that Require Medical Attention Right Away		

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