

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

SECTION 29 ENVIRONMENTAL HEALTH AND SAFETY

- 29.1 Authority to inspect. The District Health Officer or his duly authorized agent shall have authority to enter, for purposes of inspection or investigation, all child care facilities and to inspect all food products, sewage disposal facilities, utensils, equipment, and all portions of buildings located upon the premises. The representative of the Washoe County Health District has the authority to enforce any part of these Regulations that pertain to the safe and proper operation of a child care facility.
- 29.2 Reports on file. Reports of inspections must be kept on file at the facility for a minimum of two years.
- 29.3 Summary of standards. The following is a summary of the applicable standards for environmental health. If a caregiver desires more information concerning the standards, he should communicate with the Washoe County Health District.
- A. Every licensee or facility Director shall insure that the programs and premises of the facility are designed to minimize the risk of accidental injury. The premises, furnishings, and equipment must be kept clean and in good repair to protect the health of the children and the members of the staff.
- B. Chemicals must be stored and used as follows:
1. Cleaning equipment, cleaning agents, and toxic materials must be stored in a location of the child care facility which is inaccessible to children, except for soap, and sanitizer at the diaper changing area. Sanitizer at the diaper changing area must be in a labeled spray bottle and kept out of the reach of children.
 2. Cleaning agents and any other toxic chemicals shall be clearly and accurately labeled as to contents.
 3. All caregivers shall be able to demonstrate the proper use of and precautions to follow while using chemicals within the child care facility.
 4. Cleaning agents shall neither be stored on shelves above those holding food items nor stored on the same shelf as those holding food items.
 5. Only pesticides approved by the Environmental Protection Agency for use in child care and food establishments may be used.
 6. All chemicals used at the child care facility, except for family child care homes, must have a Material Safety Data Sheet (MSDS) which shall be readily available during all hours of operation.

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

- C. The procedure for cleaning floors is as follows:
1. A carpeted floor or rug on a floor that is too large to wash in a washing machine must be vacuumed not less than one time each day or more often if necessary and professionally cleaned not less than one time every three months or more often if necessary. If the carpeted floor or rug is cleaned by a member of the staff of the facility using a carpet cleaning machine, the Agency may require the carpeted floor or rug to be professionally cleaned if the carpeted floor or rug does not appear to be clean.
 2. Each floor of a facility that is not carpeted must be swept and mopped not less than one time each day or more often if necessary.
- D. Cleaning and sanitizing schedule for specific items
1. Body fluids, feces, and tissue discharges shall be cleaned up immediately and the surface upon which the spill landed shall be sanitized.
 2. If the child is suspected of having a communicable disease, all toys and other items the child uses shall be cleaned and sanitized after use.
 3. Restrooms, including flush toilets, floors and fixtures shall be cleaned and sanitized daily or sooner if soiled.
 4. Diaper changing tables and potty chairs are to be cleaned and sanitized after each use. See Subsection 29.3.L for diaper changing procedures.
 5. Wade pools shall be emptied, cleaned and sanitized after each use.
 6. Frequently touched toys and surfaces, in rooms in which infants and toddlers are cared for, including tables and high chairs, shall be cleaned and sanitized daily or sooner if soiled.
 7. Toys and other surfaces in rooms where older, non-diapered children are cared for shall be cleaned and sanitized weekly or sooner if soiled.
 8. Toys that are placed in children's mouths shall be set aside to be cleaned and sanitized before being handled by another child.
 9. Tabletops used for eating must be cleaned and sanitized prior to and after use.
 10. Objects intended for the mouth including, thermometers, pacifiers, teething toys, and similar objects shall be cleaned, and reusable parts shall be sanitized between uses.

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

11. Sleeping devices, including cribs, portable cribs and playpens, shall be cleaned and sanitized at least once a week or sooner if soiled. Cleaning and sanitizing a sleeping device is required before a different child is allowed to use the same sleeping device.
12. Cloth, dress-up clothes (excluding hats and other items worn over the head), and cloth or plush toys, shall be laundered and placed into a hot dryer weekly or sooner if soiled. Hats and other items worn over the head shall be cleaned and sanitized after each child's use.
13. Reusable cloth rags shall be laundered separately and placed in a hot dryer between uses.
14. Mops shall be washed in detergent and water, then rinsed in water, then immersed in sanitizing solution, then wrung out as dry as possible after each use.
15. Phone receivers shall be cleaned and sanitized weekly.

Refer to Addendum X on how to mix bleach solutions used for sanitizing and refer to Addendum XI for table on cleaning and sanitizing guidelines for specific items.

E. Cleaning and sanitizing procedures

1. Manual cleaning shall be done as follows:
 - a. Scrub the surface of the item with soap/detergent and clean water to remove all visible soil, then;
 - b. Rinse off soap/detergent residue with clean water.
2. Manual sanitizing after cleaning.
 - a. When using an approved sanitizing agent other than bleach, follow the manufacturer's directions for use. See Subsection 1.56 for the listing of approved sanitizing agents.
 - b. When using bleach as a sanitizing agent staff shall:
 - 1) Prepare the bleach solution as a sanitizing agent, in accordance with the bleach solution mixing instructions contained in Addendum X; then
 - 2) Either immerse the item in a separate container of bleach sanitizing solution for 30 seconds or wet the surfaces of the item with the bleach sanitizing solution; then
 - 3) Either allow the item to air dry or wipe off liquid residue.

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

3. Mechanical cleaning and sanitizing nonporous items.
 - a. Dishwashers may be used for cleaning and sanitizing nonporous items, such as plastic and metals, under the following conditions:
 - 1) Dishwasher shall be operated in accordance with the manufacturer's guidelines for maintenance and operation; and
 - 2) Dishwashers that are not National Sanitation Foundation (NSF) approved dishwashers must meet the equivalent standard for sanitization of an NSF approved dishwasher and be approved for use by the Health Authority.
4. Carpets, rugs and other porous items that have been contaminated by body fluids, including fecal matter, shall be treated as follows:
 - a. Clean the area by removing any solid matter present and then blot to remove the fluid as quickly as possible; then
 - b. Spot-clean with a detergent-sanitizing agent; then
 - c. Shampoo or steam-clean the contaminated surface.
- F. Bleach sanitizing agents shall not be scented or mixed with ammonia or any other cleaning agents, including but not limited to window cleaners, vinegar, dishwasher detergents, oven cleaners, hydrogen peroxide, toilet bowl cleaners, drain cleaners, rust-calcium-lime removal products, concrete cleaners, paints and insecticides.
- G. Dirty linens must be stored separately from food, clean linens, and other supplies.
- H. Personal items, such as combs, hairbrushes, washcloths, towels, pacifiers, teething toys, personal clothing, bedding, and toothbrushes must not be used by more than one person. Such items shall be stored separately in a storage area that is labeled with the child's name.
 1. When children are permitted to brush their teeth at the child care facility the caregiver must comply with all the following:
 - a. Toothbrushes shall not be shared.
 - b. After use, toothbrushes shall be stored with their bristles up to air dry in such a way that the toothbrushes cannot contact or drip on each other and the bristles are not in contact with any surface. If a toothbrush becomes contaminated, it shall be discarded.

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

- c. If a toothbrush holder is used, the location in the holder for a given toothbrush shall be labeled with the child's name. Toothbrushes shall be physically separated at all times. The holder shall be maintained in a clean and sanitary condition and be protected from contamination.
 - d. Toothpaste shall not be dispensed directly onto toothbrushes from a common tube.
 - I. Individual sleeping accommodations must be provided for naps and rests and must conform to the following:
 - 1. Each bed must have cleanable covers and be suitable for use by children;
 - 2. No restraining device may be used in a crib or play pen unless such a device is ordered by a physician of the particular child;
 - 3. Every mat, cot, bed, crib, or play pen must be at least two feet apart and every aisle between them must be kept free of obstruction;
 - 4. Areas provided for napping or sleeping must be sufficiently lighted to provide for visual supervision of the children at all times;
 - 5. Safe sleep requirements for infants under 12 months of age:
 - a. Ensure that each infant under 12 months of age is placed in a free standing crib, portable crib, or playpen for napping or sleeping. Swings, bouncy seats, car seats, or other devices are not permitted for napping or sleeping.
 - b. Ensure each infant under 12 months of age is placed on his back on a firm mattress, mat, or pad manufactured for use by an infant when the infant is napping or sleeping;
 - c. The staff of a facility shall not use a waterbed, sofa, sofa mattress, pillow or any other soft surface on which to place an infant under 12 months of age to nap or sleep.
 - d. No blankets, quilts, bumpers, pads, toys, or wedges are to be used in cribs or port-a-cribs. The sleeping space should be bare.
 - e. Only a tight-fitting sheet designed to cover a mattress may be used for bed linens.
 - f. Wearable blankets designed to keep infants warm during sleep are permitted. Do not over bundle and keep the infant's face and head uncovered during sleep. Swaddling with a blanket is not permitted.

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

6. The staff of each facility shall:
 - a. Be readily accessible and available to be summoned to ensure the safety of the children, and shall maintain the staff to child ratio while children are napping as required in Subsection 24.4 of these Regulations;
 - b. Use a safe, sturdy, well-constructed, single-level, free standing crib, portable crib or playpen for children to sleep in;
 - c. Equip any such sleeping device with a waterproof, firm-fitting mattress;
 - d. ~~Ensure that each infant under 12 months of age is placed on his back on a firm mattress, mat or pad manufactured for use by an infant when the infant is napping or sleeping in a crib;~~
 - e. Ensure that each crib to be used by a child who is 6 months of age or younger is constructed with vertical slats that are not more than 2-3/8 inches apart;
 - f. Ensure that a child who is 18 months of age or younger sleeps in a crib which is appropriate for his age or in another sleeping device which has been approved by the Agency;
 - g. Ensure that a child who is older than 18 months of age sleeps in an appropriate crib or on a cot or mat;
 - h. Ensure that each sleeping device has appropriate bedding and a waterproof and washable covering;
 - i. Ensure that the bedding that each child uses is used only for that particular child;
 - j. Replace the bedding each time it is wet or soiled by a child or when the sleeping device is to be used by another child;
 - k. Take any child who is awake from a nap in a crib out of the crib and engage the child in an appropriate activity within 15 minutes;
 - l. Ensure that each child takes a nap as needed; and
 - m. Napping children must be in an area where they can be heard and readily seen and must be physically checked by a caregiver at least every 15 minutes.
7. The staff of a facility shall not change the diaper of a child in a crib or other sleeping device.

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

8. Linen must be provided for each bed, cot, or crib. Cots with removable covers and sleeping mats which are covered in materials designed to be sponged or wiped clean need not be covered by bed linens. Bed linens, cot covers, and sleeping mats must be washed at least weekly and every time a different child is to use the equipment.
 9. If bunk beds are used, they must not exceed two tiers and the upper level must have safety guardrails. Children under six years of age must occupy only bunks on the lower level.
 10. A bed or crib must be furnished for each child who sleeps in the facility at night. Each bed must be at least six inches above the floor, at least 24 inches wide and of adequate length for the child. Cribs must be provided for children 18 months of age or younger.
 11. For naps, children **over the age of 18 months** may use family beds in a domicile used by persons living in the facility if separate linens are laid over the beds and the child has his own blanket.
 12. ~~The staff of a facility shall not use a waterbed, sofa, sofa mattress, pillow or any other soft surface on which to place an infant under 12 months of age to nap or sleep. No bumpers, pads, quilts, toys, or wedges used in cribs or port-a-cribs~~
 12. Sleeping quarters
 - a. In a child care facility offering night care, no child over the age of one year shall sleep in the same room as an adult unless the adult is a non-sleeping caregiver.
 - b. No child over the age of five years shall share sleeping quarters with persons of the opposite sex unless a non-sleeping caregiver remains in the room .
- J. Bathrooms must be kept clean, safe, and sanitary and have:
1. Adequate illumination and ventilation;
 2. One hand wash sink for every 15 children;
 3. One toilet equipped with toilet paper on a wall mounted toilet roll dispenser for every 15 children.
- K. Diapering area. Each area in a facility that is used for changing diapers must:
1. Have a smooth, nonabrasive, impervious surface;

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

2. Except for a family child care home, be located within 5 feet of a hand washing sink that is not used for the preparation of food;
3. Not be located in an area in which food is prepared;
4. Have a smooth, nonabsorbent floor covering;
5. Have nearby for wet or soiled diapers a washable receptacle that is lined with plastic and covered with a lid; and
6. Be kept in good repair and in a safe condition.

L. Diaper changing and soiled clothing procedures

1. Single use diaper changing procedures shall be posted at each diapering area.
2. The child care facility shall use the following procedure on single use diaper changing:
 - a. Gather all necessary supplies.
 - b. Disposable liner is optional. If used, place disposable liner on the diaper-changing surface.
 - c. Glove usage is optional. If used, place disposable gloves on.
 - d. Carry the child to the changing table, keeping soiled clothing away from caregiver.
 - e. Any soiled clothing shall be handled in the manner specified in Subsection 29.3.L.4.
 - f. Unfasten the soiled diaper.
 - g. Use disposable baby wipes to clean the diaper area. Remove stool and urine from front to back.
 - h. Fold the used diaper over and secure it with the tabs. If gloves are worn, remove gloves and dispose.
 - i. Dispose of all contaminated materials in a lined receptacle with a tightly fitting lid that is used for diapering materials only. The receptacle shall be emptied as often as needed to minimize odors and cleaned and sanitized at least once a day. The receptacle shall be inaccessible to children.

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

- j. Caregiver shall wipe their hands with a disposable wipe and then wipe the child's hands with another disposable wipe.
 - k. Apply skin care ointments as needed. Skin care ointments that are individually labeled for each child must not be shared with other children. If community skin care ointments are used they must be dispensed onto a clean, single service, disposable item prior to application to each child.
 - l. Slide the clean diaper under the child, adjust and fasten it. The diaper must be able to contain urine and stool and minimize contamination.
 - m. Wash the child's hands as specified in either Subsection 19.3.A or 19.3.C. Return the child to group.
 - n. Dispose of table liner, if used.
 - o. Clean and sanitize diaper changing table after each use in accordance with Subsections 29.3.E.1 and 29.3.E.2.
 - p. Caregiver shall then wash their hands as specified in Subsection 19.3.A.
 - q. Document any skin problems and report, to the parent or guardian, any rash on the child or unusual stool frequency, color, or odor.
3. The child care facility's cloth diaper changing procedure is the same as the single use diaper changing procedure, except as follows:
- a. After a diaper change, the cloth diaper and waterproof cover shall be simultaneously removed as a unit and placed directly into a leak-proof container. The container shall be labeled with the child's name or diaper service and maintained inaccessible to children. The contents shall be sent home or picked up by the diaper service daily.
 - b. Cloth diapers shall not be rinsed or contents disposed of at the child care facility.
 - c. If the child care facility allows cloth diapers, the diapers shall be of a front closure design with an absorbent inner liner and waterproof outer covering. The diaper and cover shall be removed as a single unit, with no reuse of diaper or cover until cleaned and sanitized at the child's home or at a diaper service. The diaper must be able to contain urine and stool and minimize contamination.
4. The child care facility's soiled clothing changing procedure is as follows:

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

- a. Caregivers shall promptly change a child's clothing that is soiled with fecal material or urine.
 - b. Clothing shall not be rinsed but free fecal matter may be disposed of in the toilet.
 - c. The soiled clothing shall be placed in a leak-proof container.
 - d. The container is to be identified as the child's and stored in a manner so it is inaccessible to children.
 - e. The caregiver shall then wash their hands as specified in Subsection 19.3.A.
 - f. The soiled clothing shall be sent home with the parent or legal guardian daily and shall not be washed at the child care facility.
- M. The staff of a facility shall:
1. Discourage children from coming near an area that is used for changing diapers; and
 2. Ensure that a child is not left unattended in the diaper changing area.
- N. Receptacles for the collection and storage of solid waste must conform to the Washoe County District Board of Health Regulations governing Solid Waste Management.
- O. Any refrigerator or freezer not in use must be securely locked, wrapped with chain, and locked or have its door removed.
- P. The premises of a facility must be free of accumulated refuse, dilapidated structures, vermin, dangerous conditions, or instrumentalities capable of harming children and any other health or safety hazard.
- Q. Pets are permitted in a child care facility under the following conditions:
1. Handled in a manner which protects the well-being of the children and the pet;
 2. Free from fleas, ticks, and intestinal parasites;
 3. Inoculated as often as prescribed by a veterinarian, in good health, present no problems of sanitation;
 4. Pet vaccinations must be up to date and kept on file at the facility, regardless if the pet is kept inside or outside the facility;

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

5. Restricted from areas where food is prepared and from eating areas while meals are being served;
6. A "dog run" must be set aside for the use of household pets where the area is inaccessible to the children under care of the facility;
7. Reptiles, including but not limited to turtles, lizards and snakes, are not to be handled by children;
8. Dangerous or aggressive animals are prohibited at the facility;
9. Animal cages, equipment and surrounding areas shall be kept in a clean and sanitary manner;
10. Animal cages shall be constructed and maintained in such a manner as to prevent escape of the animal;
11. Litter boxes must be kept out of the reach of children; and
12. Play areas must be cleaned of all animal feces before children are allowed access to the area.

R. Requirements for hand washing sinks

1. Hand washing sinks shall be equipped to provide hot and cold potable running water or provide warm running potable water through a mixing valve.
2. Hand washing sinks that have a self-closing, slow closing, or metering faucet shall provide a flow of water for at least 15 seconds without the need to reactivate the faucet.
3. Hot running water in the hand washing sink shall not exceed 100 degrees Fahrenheit.
4. All hand washing sinks shall have a dispenser type soap located within 4 feet of the hand washing sink.
5. All hand washing sinks shall have a working hand-drying machine or individual single-use disposal towels in a dispenser at the hand washing sink.
6. All hand washing sinks, single-use towels and dispenser type soap shall be easily accessible.
7. Hand washing sinks shall not be used for food preparation or utensil washing.

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

8. At least one hand washing sign, indicating the proper procedure for hand washing specified in Subsection 19.3.A, is to be posted in a plainly visible site in each restroom.
 - S. Only single-use disposable towels, single-use disposable sponges, or reusable cloth rags may be used for cleaning. Reusable cloth rags shall be laundered separately and placed in a hot dryer between uses. After cloth rags have been used once, they shall be placed in a closed receptacle with a tight fitting lid until laundered. Refer to Subsection 29.3.D for cleaning, disinfecting and sanitizing schedule for specific items.
- 29.4 Pools, ponds, hot tubs, saunas and other bodies of water. These Regulations are to reduce the risk of injury or drowning.
- A. If a swimming pool is on the premises and used by the children under care in the facility, the pool must comply with requirements of the Washoe County District Health Officer.
 - B. Licensed homes with pools, ponds or other bodies of water must provide a fence capable of keeping children out of the pool, pond or other body of water and in any event, at least four feet high on all sides of the pool, pond or other body of water separating the pool, pond or other body of water from the general yard area. The fence must:
 1. Have no vertical opening more than four inches wide.
 2. Be of such design that young children cannot climb it or squeeze under it.
 3. Have no opening at the bottom of the fence greater than 4 inches in height.
 4. Allow a clear view of the pool, pond or other body of water.
 5. Have a self-closing gate with a self-latching mechanism in proper working order which is out of reach of young children.
 - C. A reaching pole and ring buoy must be provided as minimum safety devices.
 - D. Steps leading to an above-ground pool shall be removed when the pool is not in use.
 - E. Saunas and hot tubs must be locked in a manner which prevents access by children.
 - F. Wading pools may be used in a facility under the following conditions:
 1. The depth of the water in the wading pool does not exceed 6 inches;
 2. Children using wading pools must have direct supervision by an approved caregiver;

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

3. Wading pools must be emptied when not in use;
 4. Wading pools shall be emptied, cleaned and sanitized immediately after each use. Refer to Subsection 29.3.D for cleaning and sanitizing schedule for specific items; and
 5. The wading pool must be maintained and used in a manner which safeguards the lives and health of the children.
- G. Children are prohibited from using hot tubs, spas, or saunas.
- H. All buckets and other pails of water shall be emptied immediately after each use.

29.5 Water activities and ratios

- A. A facility which provides activities in water that has a depth greater than 6 inches, other than a swimming lesson which is taught at a public swimming pool, shall ensure that:
1. No child is in water with a depth that is higher than the chest of the child while the child is standing;
 2. At least one caregiver is within arm's reach of each child who is less than three years of age;
 3. The children are not allowed to wade or swim in a moving body of water, including, without limitation, a stream, river, creek or irrigation ditch; and
 4. At least one person who is currently certified as a lifeguard or water safety instructor by the American National Red Cross or an equivalent water safety program is supervising the children. A public lifeguard may satisfy the requirement of this paragraph.
- B. A facility which offers a water activity must offer the activity as an optional activity.
- C. When children cared for in a facility are engaged in an activity in water that has a depth greater than six inches, the ratio of caregivers to children are as follows:
1. For children less than three years of age, one caregiver for each child.
 2. For children at least three years of age but less than six years of age, one caregiver for every four children.
 3. For children six years of age or older, one caregiver for every six children, with the following exceptions:

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

- a. If there for more than six children, but less than 12 children engaged in the water activity, there must be at least two caregivers for the group.
 - b. If there are at least 12 children, but less than 20 children engaged in the water activity, there must be at least three caregivers for the group.
 - c. If there are 20 or more children engaged in the water activity, there must be at least three caregivers for the group, plus one additional caregiver for every sixth child in excess of 20 children.
- D. Caregivers who are counted in the staff to child ratio for children who are engaged in a water activity may not count in the staff to child ratio for children who are engaged in the optional activity offered.

29.6 Smoking prohibition

- A. Smoking tobacco in any form is prohibited in the following locations:
1. Within child care facilities.
 2. On playgrounds at child care facilities.
 3. Within 20 feet of entrances, exits, open windows, and ventilation systems of child care facilities.
 4. In vehicles when the vehicles are being used by the child care facility to transport children.
- B. "No Smoking" signs or the international "No Smoking" symbol shall be clearly and conspicuously posted at every entrance to the child care facility.
- C. All ashtrays and other smoking paraphernalia, with the exception of matches and lighters, shall be removed from the child care facility.

29.7 Pest control. The child care facility and grounds shall be kept free of vermin.

29.8 Heating and cooling. The child care facility shall maintain free of drafts and an ambient air temperature of at least 68 degrees Fahrenheit, but not more than 82 degrees Fahrenheit, during the months of April through September and at least 65 degrees Fahrenheit, but not more than 82 degrees Fahrenheit during the months of October through March in all interior areas of the building occupied by children, as measured 30 inches above floor level. The facility shall be heated, cooled and ventilated to maintain these temperatures and to avoid the accumulation of odors and fumes.

Washoe County Human Services Agency

Regulations for Child Care Facilities

Environmental Health And Safety

- 29.9 Lighting. Adequate lighting is required inside the child care facility, including in the play areas, restrooms, hallways, entrances, and nap areas. Adequate lighting is also required when children are reading, coloring, doing puzzles, and other close work.