Department of Human Services
Licensing Division - Family Systems

Home Safety Checklist

☐ **Adult Foster Care (Rule 203)** ☐ **Child Foster Care** ☐ **Emergency Relative Placement**

☐ **Family Child Care/Family Adult Day Services (optional)**

ADULT FOSTER CARE (AFC) – A Home Safety Checklist, approved by the commissioner, must be completed by the operator and the commissioner before licensure each year a fire marshal inspection is not made. Reference Minnesota Rules, part 9555.6125, subpart 2.

CHILD FOSTER CARE (CFC) – Prior to licensure the foster home must be inspected by a licensing agency employee using the Home Safety Checklist from the commissioner of Human Services. Reference Minnesota Rules, part 2960.3050, subpart. 1. (Home Safety Checklist Child Foster Care Addendum must also be completed.)

EMERGENCY RELATIVE PLACEMENT (ERP) – Before an emergency placement may be made, the county agency must conduct an initial inspection of the premises where the placement is to be made, using a form developed by the Commissioner. Reference Minnesota Statutes, section 245A.035, subdivision 3(1). (Home Safety Checklist Child Foster Care Addendum must also be completed.)

FAMILY CHILD CARE (FCC), FAMILY ADULT DAY SERVICES (FADS) – Completion of the Home Safety Checklist is optional for these programs. Reference Minnesota Statutes, section 245A.143, and Minnesota Rules, parts 9502.0425 to 9502.0445.

Name of License Holder/Program: _____

Emergency Procedures

The following items must be posted and/or readily accessible in a prominent location in a common area of the home where they can be easily observed by a person responding to an incident.

☐ Yes ☐ No 1. Emergency phone numbers.
☐ Yes ☐ No 2. Written emergency procedures. For child foster care, a written disaster plan is also needed.
☐ Yes ☐ No 3. An operable battery powered flashlight and radio/TV.
☐ Yes ☐ No 4. First-aid supplies.
☐ Yes ☐ No 5. An operable telephone.

Physical Environment

☐ Yes ☐ No 1. Exit doors and windows are not obstructed and are easily opened from the inside.
☐ Yes ☐ No 2. The wiring appears safe; no known hazards exist.
☐ Yes ☐ No 3. Extension cords are appropriately used and are not used in place of permanent wiring.
☐ Yes ☐ No 4. A fire extinguisher with a minimum rating of 2A:10BC is maintained in the kitchen cooking area or area approved by the fire marshal.
☐ Yes ☐ No 5. All smoke detectors are properly installed, appropriately located, and maintained in proper operating condition.
☐ Yes ☐ No 6. All interior doors can be unlocked from the outside and the opening device is readily accessible in case of emergency.
☐ Yes ☐ No 7. The water temperature does not exceed 120 degrees Fahrenheit in order to prevent scalding.
☐ Yes ☐ No 8. Fireplaces, wood burning stoves, and hot surfaces are protected by guards to prevent burns.
☐ Yes ☐ No 9. Furnaces are checked regularly and maintained in good working condition and in accordance with manufacturer's recommended guidelines.

Home Safety & Health

☐ Yes ☐ No 1. Knives, tools, matches, and other potentially hazardous materials are inaccessible to children and vulnerable adults, as needed, except while being used with appropriate supervision.

☐ Yes ☐ No 2. Combustible items are properly stored at least 36" from any heating sources.

☐ Yes ☐ No 3. Food is handled and properly stored to prevent contamination, spoilage, or a threat to health.

☐ Yes ☐ No 4. Residence is clean and free from accumulations of dirt, rubbish, peeling paint, rodents and insects.

☐ Yes ☐ No 5. Chemicals, detergents, and other toxic substances are stored separately from food products and are inaccessible to children and vulnerable adults as needed.

☐ Yes ☐ No 6. Medication is inaccessible to children and vulnerable adults as needed. Schedule II controlled substances are stored in a locked area.
☐ N/A
(no Schedule II controlled substances)

☐ Yes ☐ No 7. There is a safe water supply in the residence. Water from privately-owned wells is tested annually by a certified laboratory.

☐ Yes ☐ No 8. Individual clean towels, wash cloths, and bedding are provided for each client.

☐ Yes ☐ No 9. Weapons must be unloaded. Weapons and ammunition must not be visible and must be stored separately in locked areas.
☐ N/A
(no weapons in facility)

Comments/explanation for no responses and obvious safety hazards or concerns:

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PROVIDER SIGNATURE	DATE
LICENSING WORKER	DATE

This is the Home Safety Checklist approved by the commissioner and items on it may not be deleted or altered. Refer to Minnesota Rules, parts 9555.6125, subpart 2, and 2960.3050, subpart 1.