

Arizona Department of Economic Security (DES)
Office of Licensing, Certification, and Regulation (OLCR)

The Rules for Life-Safety Inspections



A plain language, user-friendly, version of the
rules to help you prepare for your

Life-Safety Inspection

Introduction

OLCR conducts hundreds of Life-Safety Inspections each month. While most inspections are for foster care homes, we also inspect group homes & shelters licensed as child welfare programs, and day programs, respite care, & therapy locations contracted by the Division of Developmental Disabilities (DDD).

As part of the licensing and certification process, OLCR will schedule a life-safety inspection for your setting. The inspector will need to have access to each room in the setting, and may need to look in cabinets and storage areas to verify compliance with the life-safety rules. The inspector will also check the yard or premises and may need to access other structures on your property such as barns, sheds, and workshops. The inspection conducted by OLCR typically takes **30 to 45 minutes** to complete.

If the inspector cites a violation, he or she will work with you to identify what you need to do to correct the violation. You are encouraged to make corrections while the inspector is present. If the correction will require time or resources not available at the time of the inspection, verification may be delegated to the agency you are working with to obtain your license or certification. Some corrections may need to be verified by a return trip conducted by the OLCR life-safety inspector.

The Articles referred to in this booklet are published in the Arizona Administrative Code (A.A.C.) by the Secretary of State's Office, and an official copy can be obtained at http://www.azsos.gov/public_services/Title_06/6-18.htm This booklet is not intended to replace the rules; it is intended to make the rule requirements easier to understand and to help you prepare for your life-safety inspection.

If you have additional questions about the inspection requirements, please contact our office at (602) 347-6347 or toll-free at (888) 229-1814 ext. 1023, or via e-mail sent to:

olcrinspect@azdes.gov

Note: A copy of the Life-Safety Inspection report is included at the end of this booklet. We encourage you to conduct your own inspection to help you prepare for the inspection by OLCR. A self-inspection will help you to avoid any surprises when OLCR does the inspection and it will help you to take responsibility for maintaining a safe environment for those in your care.

Article 1 - Definitions

In the context of the rules, the following words and phrases have the following meanings:

1. A **care provider** is a person licensed or certified to provide care or supervision in a home or program that is regulated by OLCR.
2. A **firearm** is a handgun, pistol, revolver, rifle, shotgun, or other weapon that is designed to expel a projectile by the action of an explosive.
3. A **hazard** is a condition or situation that may cause or result in physical injury or illness to a child or vulnerable adult.
4. The **individual receiving care** means a child or adult who receives services or is eligible for the services listed at the beginning of Article 7 (R6-18-701).
5. A **Life-Safety Inspection** is an inspection of the premises by OLCR to verify compliance with standards intended to safeguard children and vulnerable adults from fire hazards and from other hazardous conditions.
6. A **lock** is a device operated by a key, combination, magnet, or keycard to safeguard medications, swimming pools, and highly toxic substances.
7. **Medication** refers to both prescription and over-the-counter remedies approved as drugs by the U.S. Food and Drug Administration (FDA).
8. A **mobile home** is a trailer that is mounted on wheels or a platform with utility connections exposed under the trailer. Here are two examples of mobile homes.



9. **OLCR** is the Office of Licensing, Certification, and Regulation, which is based in the Arizona Department of Economic Security. OLCR is responsible for licensing and certifying many DES programs, including foster care, child welfare group homes, and services for individuals with developmental disabilities.
10. **Pool** means any natural or man-made body of water that:
 - a. Could be used for swimming, recreational, or decorative purposes;
 - b. Is greater than 18 inches in depth; and
 - c. Includes swimming pools, spas, hot tubs, fountains, and fish-ponds.

11. **Safeguard** means to take reasonable measures to eliminate the risk of harm to an individual receiving care. Where a specific method is not otherwise prescribed in this Article, safeguarding may include:
 - a. Locking up a particular substance or item;
 - b. Putting a substance or item out of reach;
 - c. Erecting a barrier that prevents an individual receiving care from reaching a particular place, item or substance;
 - d. Using protective safety devices; or
 - e. Providing supervision.
12. **Setting** means:
 - a. The home or building used to provide care or supervision; and
 - b. The surrounding property and buildings that are owned, leased, or controlled by the care-provider.
13. **Skirting** is the barrier around the base of a mobile home that is intended to protect utility connections from damage or unauthorized contact.
14. **Slip-resistant surface** means the flooring provides friction to help prevent falls when the surface is wet. A slip resistant surface may be achieved by rippling or corrugating the surface, applying textured strips, installing a secured carpet, using rubber mats, and other similar measures.
15. **Trigger locked** means a firearm has been rendered temporarily or permanently inoperable by blocking the firing or discharge mechanism for the firearm with a locked device.
16. **UL Approved** means an electrical device bears the safety certification mark of a recognized testing laboratory, such as UL (Underwriters Laboratories) or ETL (Electro-Technical Laboratory).



Article 7 - Life-Safety Inspection

Do these rules apply to me?

A.A.C. R6-18-701

- ◆ You must have a life-safety inspection and comply with these standards if you are licensed or certified as:
 1. A foster home;
 2. An adult developmental home;
 3. A child developmental foster home;
 4. A setting providing home & community based services (HCBS) for individuals with developmental disabilities; or
 5. A child welfare agency operating a residential group care facility or shelter care facility.
- ◆ This set of Life-Safety standards does **not** apply to outdoor experience programs or to group homes for individuals with developmental disabilities.



What are the standards for cleanliness and the condition of the setting?

A.A.C. R6-18-702

As the licensed or certified care provider, you must ensure:

- ◆ The interior and exterior of the setting are maintained in good repair and do not constitute a hazard. Damage that constitutes a hazard includes:
 1. Broken glass;
 2. Surfaces that are rusted, have sharp or jagged edges, or have nails protruding;
 3. Holes in walls, ceilings, or floors; or
 4. Broken furniture, fixtures, appliances, or equipment.
- ◆ Play areas and therapy equipment are in good repair.
- ◆ The setting is clean to the degree that the condition does not constitute a hazard. Conditions constituting a hazard include rotting food, stale or accumulated urine or feces, or mold. The setting and outside play areas should be free of excessive accumulations of refuse or debris, including stacks of old newspapers, broken furnishings, rusting car parts, etc.
- ◆ Garbage is removed from the setting at least once each week.
- ◆ The setting and outside play areas are free of insect and rodent infestation, or the setting has an ongoing system to eliminate insects or rodents.
- ◆ Water in a pool on the premises is maintained, is not stagnant, and is clear enough to see through the water to the bottom surface of the pool.

General Intent of this Rule:

The condition of the setting must not pose a hazard to children or vulnerable adults. The inspection is not a “white glove test” – the focus is on safety.



What do I need to do to safeguard* against hazards?

A.A.C. R6-18-703

*See the definition of “safeguard” on page 4.

As the licensed or certified care provider, you must ensure:

- ◆ Household cleaning supplies are safeguarded to prevent unsafe or improper use. Household cleaning supplies are substances that are not intended for ingestion, but generally will not cause serious bodily harm or death if improperly used. Examples of household cleaning supplies include spray cleaners, laundry detergent, furniture polish, and dishwasher detergent.
- ◆ Highly toxic substances and materials are maintained in **locked** storage. Highly toxic substances include gasoline, lighter fluid, pesticides, radiator fluid, drain cleaner, ammonia, bleach, spray paint, turpentine, and other substances that can cause serious bodily harm or death if improperly used.
- ◆ Access to personal grooming supplies should not be restricted unless the case plan or service plan for an individual receiving care specifically restricts such access.
- ◆ Personal grooming supplies include toothpaste, hand-soap, shampoo, and deodorant.



Firearms, ammunition, and other weapons, including crossbows, stun guns, air guns, swords, and hunting knives are safeguarded to prevent unsafe or improper use. In addition,

1. Firearms are unloaded, trigger locked, **and** kept in a locked storage container that is made of unbreakable material (wood, or metal).
2. Ammunition is maintained in locked storage that is separate from firearms.

According to the Children's Defense Fund, firearm deaths of children and teens increased more than 10% in Arizona in 2004. Since 1979 more than 100,000 children and teens in the United States have died of gunshot wounds.

- ◆ All dogs older than 6 months have current rabies vaccination. Vaccination records are maintained in the setting.
- ◆ Animals in the setting or on the property do not pose a hazard due to behavior or disease.
- ◆ Most reptiles carry the salmonella bacteria in their intestinal tract and may shed the bacteria in their feces. Young children and vulnerable adults may experience life-threatening symptoms if infected by the salmonella bacteria. The Centers for Disease Control and Prevention recommends that children under five avoid contact with reptiles; and that households with children under the age of one not own reptiles.
- ◆ Ramps, bathtubs, and showers have slip-resistant surfaces.
- ◆ Handrails and grab-bars are securely attached and stationary.
- ◆ Skirting is intact around the base of the setting, if the setting is a mobile home.



General Intent of this Rule:

There are potential hazards in every setting. The intent of these rules is to have systems and safeguards in place that will minimize the risk posed by hazards.



Do over-the-counter and prescription medications need to be locked?

A.A.C. R6-18-704

- ◆ Yes. As the licensed or certified care provider, you must ensure:
 1. All medication, prescription **and** over-the-counter, is maintained in locked storage, with the exception of the following:
 - a. Medication that may be accessed by an individual receiving care, as specified in that individual's case plan or service plan; and
 - b. Medication that must be readily and immediately accessible, such as an asthma inhaler or Epi-pen.



Just a small number of iron pills consumed by a child can cause death. According to Poison Control, 30% of pediatric poisoning deaths from medications are the result of children swallowing iron supplements that are manufactured for adults.

2. Medication that may be unlocked under 1 (a or b) must still be safeguarded to prevent improper use.

3. Medication that has to be refrigerated must be safeguarded in locked storage, without preventing access to refrigerated food. This may be accomplished by storing refrigerated medication in a locked box within the refrigerator or by using a refrigerator that is specifically for medication storage.
- ◆ Programs licensed as child welfare group homes or shelters must safeguard medications using a double-lock system. A locked box stored inside a locked cabinet is an example of a double-lock system.

General Intent of this Rule:

Medications can pose a serious hazard to children and vulnerable adults. The intent of these requirements is to minimize the risk by restricting access to medications.



What are the requirements for appliances in the setting?

A.A.C. R6-18-705

As the licensed or certified care provider, you must ensure:

- ◆ Safe and functioning appliances are available for food refrigeration, if food is stored for individuals receiving care. Refrigerators must maintain food at or below a temperature of 45° F to minimize spoilage. Freezers must keep food frozen solid (not mushy).
- ◆ Safe and functioning cooking appliances are available, if food is cooked or prepared for individuals receiving care.
- ◆ Electrical lighting is available in bedrooms, living areas, and rooms used to provide services. Lighting must be sufficient to perform normal activities. Light sockets must be equipped with light bulbs or safely covered to prevent electrical shock.
- ◆ Adequate heating, cooling, and ventilation is available in bedrooms, living areas, and rooms used to provide services. Temperatures outside the range of 65° - 85°F are indicators of inadequate heating or cooling.
- ◆ At least one operable telephone is available in the setting, unless the licensing authority has approved an alternative system for communication. “Telephone” includes cellular phones, digital phones, and phones with traditional land lines.
- ◆ If the setting has a clothes dryer, the dryer is safely vented with a non-flammable vent hose. A non-flammable vent hose is usually made of aluminum or another metal. A vent hose made of plastic or fabric (usually white in color) is flammable and will not be accepted.



According to the Consumer Product Safety Commission, each year there are more than 15,000 home fires associated with clothes dryers. Most of these fires occur when lint builds up in the vent hose. Prevent fires by cleaning the lint screen before or after each load and periodically cleaning the vent hose and exhaust duct.

- ◆ If a portable heater is in the setting, it has a protective covering to keep hands and objects away from the heating element and, it is:
 1. Electric & U.L. Approved;
 2. Equipped with a tip-over shut-off switch;
 3. Placed at least 3 ft from curtains, paper, furniture, and any flammable object when in use;
 4. Not used as the primary source for heat in the setting; and
 5. Not used in bedrooms.

- ◆ A carbon monoxide (CO) detector-alarm is functioning on each level of the setting that has an appliance or heating device using combustible fuel such as gas, oil, kerosene, wood, or charcoal. Manufacturers usually recommend that CO detectors be installed more than 12 feet away from fuel burning appliances and near the bedrooms in a home environment. Examples of such fuel burning appliances include wood burning or gas fireplaces, pot-bellied stoves, gas dryers, gas hot water heaters, and gas stoves.

Carbon monoxide (CO) is a colorless, odorless, and poisonous gas. Any fuel-burning appliance can be a potential source of fatal or hazardous CO levels. While some symptoms of CO poisoning mimic common illnesses, such as influenza or colds, many victims receive no obvious sensory warning that high CO levels are present.

General Intent of this Rule:

Appliances in your home must be in safe working condition and create a safe environment for children and vulnerable adults.

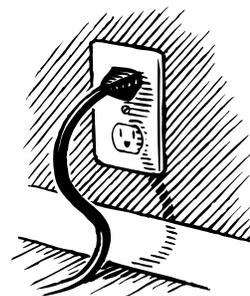


What are the requirements for electricity in the setting?

A.A.C. R6-18-706

As the licensed or certified care provider, you must ensure:

- ◆ Electrical cords are in good condition; no broken or frayed cords are in use.
- ◆ Electrical panels and outlets are in good condition; no wiring is exposed and outlet covers are in place.
- ◆ Extension cords are not used on a permanent basis.



The Consumer Product Safety Commission (CPSC) estimates that 4,000 injuries are treated each year in emergency rooms due to extension cords. About half the injuries involve fractures, lacerations, contusions, or sprains, and are the result of people tripping over extension cords. More than 500 of the injuries involve children under the age of five – electrical burns to the mouth account for half the injuries to young children. CPSC also estimates that each year about 3,300 residential fires originate in extension cords, killing 50 people and injuring about 270 others.

- ◆ Electrical outlets are not overloaded.
- ◆ Major appliances are plugged directly into grounded outlets. Major appliances include refrigerators, freezers, dishwashers, stoves, ovens, washers, and dryers.
- ◆ Mid-sized appliances, which include computers, televisions, and stereo equipment, are plugged directly into grounded outlets or into power strips that are plugged into grounded outlets.

General Intent of this Rule:

To reduce the risk of electrical shock or fire resulting from the unsafe use of electricity.

What are the requirements for plumbing in the setting?

A.A.C. R6-18-707

- ◆ As the licensed or certified care provider, you must ensure that a continuous source of safe drinking water is available to individuals receiving care.
- ◆ If you have a non-municipal source of water, your water must be tested to determine whether it is safe for consumption.
 1. A water sample must be tested by a state-certified laboratory for total coliform. The water sample must also be tested for nitrate content when care is provided to children under 2 years of age. A list of state-certified laboratories may be obtained from OLCR.
 2. If the water sample is not within acceptable levels for safe drinking water, then you must provide OLCR with a signed, written statement that:
 - a. Certifies that individuals receiving care will be provided with safe drinking water, and
 - b. Describes your plan for obtaining safe drinking water.
- ◆ The sewage disposal for the setting must be functioning. If the setting has a septic tank, it must be in good working order, with no visible signs of leakage on the ground.
- ◆ At least one working toilet, wash basin, and shower or tub must be available for every ten persons living or receiving care in the setting at the same time.
- ◆ The hot water temperature in areas for bathing must not exceed 120°F.



Each year, approximately 3,800 injuries and 34 deaths occur in the home due to scalding from excessively hot tap water. The majority of these accidents involve the elderly and children under the age of five. Most adults will suffer third-degree burns if exposed to 150 degree water for two seconds. Burns will also occur with a six-second exposure to 140 degree water or with a thirty second exposure to 130 degree water.

General Intent of this Rule:

To ensure safe and sufficient plumbing is available within the setting.



What are the fire-safety requirements for a setting?

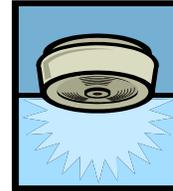
A.A.C. R6-18-708

As the licensed or certified care provider, you must ensure:

- ◆ Flammables and combustibles are stored **more than** 3 feet from water heaters, furnaces, portable heaters, and fireplaces, and wood-burning stoves. It is recommended that the danger-zone be marked off around water heaters and furnaces as a reminder to not store flammables within 3-feet of the appliance.
- ◆ If the setting has a working fireplace or wood-burning stove, it is protected by a fire screen.
- ◆ The address for the setting is posted and visible from the street, or the local emergency response team, such as the local fire department, is notified of the location of the setting in writing, with a copy of this notification maintained in the setting.



- ◆ A working smoke detector is installed:
 1. In the main living or program area of the setting;
 2. In each bedroom, if overnight care is provided; and
 3. On each level of a multiple-level setting.



Smoke detectors are not recommended for kitchens, bathrooms, or garages where cooking fumes, steam, or exhaust could set off false alarms or for attic and unheated spaces, where humidity and temperature changes might affect a detector's operation. Because smoke rises, smoke detectors should be mounted high on a wall or on the ceiling. Wall mounted units should be positioned 4 to 12 inches from the ceiling. Ceiling mounted units should be positioned at least 4 inches from the nearest wall.

- ◆ A functioning fire extinguisher with a rating of "2A 10BC" or greater is available near the kitchen area. If the setting has multiple levels at least one functioning fire extinguisher with a rating of "2A 10BC" or greater is available on each level (the rating may be higher, such as 3A 20BC, but it may not be lower, such as 1A 5BC). The higher the rating number on a fire extinguisher, the more fire it can put out, but keep in mind that high-rated units are often the heavier models. Make sure you can hold and operate the extinguisher you are buying.



Type A label is generally noted as a triangle on the extinguisher. The Type A extinguisher is used for ordinary combustibles such as cloth, wood, rubber and many plastics.



Type B label is generally noted as a square on the extinguisher. This extinguisher is used for flammable liquid fires such as oil, gasoline, paints, lacquers, grease, and solvents.



Type C label is generally noted as a circle on the extinguisher. This extinguisher is used for electrical fires such as in wiring, fuse boxes, energized electrical equipment and other electrical sources.

- ◆ A written emergency evacuation plan is developed to provide guidance on the safe and rapid evacuation of the setting. You may use the form on the following page to develop your emergency evacuation plan.
- ◆ An emergency evacuation plan must:
 1. Identify two routes of evacuation from each bedroom used by individuals residing in or receiving care in the setting. At least one of the exit routes for these bedrooms leads directly to the outside of the setting.
 2. Identify the location of fire extinguishers and fire evacuation equipment, including rope or chain ladders and emergency lighting, as applicable;
 3. Designate a safe meeting place outside the setting; and
 4. Be maintained in the setting to review with individuals residing in or receiving care in the setting.

- ◆ The exit routes for the setting are clear of obstructions that could prevent safe and rapid evacuation.
- ◆ The locks on exterior doors and windows, including the front door, screen doors, and bars on windows, are equipped with a quick release mechanism. A quick release mechanism is a lock that can be opened from inside the setting without special knowledge (such as a combination) or equipment (such as a key). The Department may grant an exception to this requirement for a double-key deadbolt on a door if all three of the following conditions exist:
 1. There is breakable glass within 40 inches of the interior locking mechanism; **and**
 2. There is another door leading directly to the outside that is equipped with a quick release mechanism and located on the same level of the setting; **and**
 3. The key for the deadbolt is permanently maintained in a location that is:
 - a. Within 6 feet of the locking mechanism,
 - b. Accessible to all household members,
 - c. Reviewed with persons residing in or receiving care in the setting, and
 - d. Identified on the emergency evacuation plan.
- ◆ Settings authorized to provide care or services to 6 or more individuals must practice and document the completion of an evacuation drill at least once every 3 months.

General Intent of this Rule:

To reduce the risk of fire and to ensure safe evacuation in the event of a fire.



What are the requirements for pools*, spas, and other bodies of water?

A.A.C. R6-18-709

*See the definition of “pool” on page 3.

- ◆ For settings with a pool that is deeper than 4 feet, the care provider must ensure the following safety equipment is available within the pool enclosure:
 1. A shepherd’s crook attached to a pole; and
 2. A ring buoy attached to a sturdy rope that measures half the distance across the pool plus 10 feet.



- ◆ A care provider who has a pool on the premises and provides services to a child age 5 and under or to an individual with developmental disabilities:
 1. Must ensure the pool is fenced with an enclosure that meets the following requirements:
 - a. The exterior side of the fence is at least 5 feet high;
 - b. If the fence is chain link, the mesh measures less than 1 ¾ inches horizontally;
 - c. If the fence is constructed of vertical bars or wooden slats, the openings between bars or slats measure less than 4 inches;
 - d. The exterior side of the fence is free of hand holds or foot holds or other means that could be used to climb over the fence;
 - e. Gates for the fence are self-closing, self-latching, and open out or away from the pool.
 - f. The gate latch is at least 54” above the ground and is equipped with a key or combination lock.
 - g. The gate to the enclosure is locked, except when there is an adult within the enclosure to supervise the pool and spa area.
 2. Must ensure the following, if the home or building used to provide care or supervision constitutes part of the enclosure:
 - a. The enclosure does not interfere with safe egress from the setting.
 - b. A door from the setting does not open within the pool enclosure.
 - c. A window from the setting and located in a room that is designated as a bedroom for an individual receiving care is not positioned within the pool enclosure.
 - d. Other windows from the setting and within the pool enclosure are permanently secured to open no more than 4 inches.
 - e. In recent years, we’ve seen an increase in the installation of mesh fences around pools and spas. A mesh fence must meet all the standards for an enclosure, **and** it must require special tools to dismantle any portion of the fence. The Regulatory Support Unit, which conducts the Life-Safety Inspections for OLCR, is available to provide (free!!) consultation on pool or spa enclosures.

Drowning claims the lives of nearly 3,000 people every year. Although all age groups are represented, children four years old and younger have the highest death rate due to drowning. In 2004, eighteen children in Arizona, age four and younger, died as the result of drowning and 62 children were hospitalized for near drowning. 20% of those hospitalized suffered severe, permanent neurological disabilities as a result of the near drowning

While “unfenced pools” and “failure to latch/lock a gate” are the second and third most common causes of water-related deaths and incidents involving children, it is “lack of supervision” that is cited by the Arizona Department of Health Services as the number one attributed cause of drowning.

General Intent of this Rule:

To reduce the risk of drowning by restricting unsupervised access to pools/spas by young children and vulnerable adults and by ensuring adequate safety equipment is readily available for other settings with pools.

ARIZONA DEPARTMENT OF ECONOMIC SECURITY

Office of Licensing, Certification, & Regulation (OLCR), 076A • P.O. Box 6123, Phoenix, AZ 85005 • (602) 347-6340

LIFE-SAFETY INSPECTION REPORT

Name:		Date:	Time:
Address:		<input type="checkbox"/> New Application	<input type="checkbox"/> Address Change
City:	Zip:	<input type="checkbox"/> Renewal	<input type="checkbox"/> Special Request
Telephone: ()		Licensing/Certification Agency:	
Setting: <input type="checkbox"/> Foster Home <input type="checkbox"/> DDD Program or <input type="checkbox"/> ACYF Program		<input type="checkbox"/> CWL Group Home	<input type="checkbox"/> CWL Shelter
<input type="checkbox"/> CWL Outdoor Experience Program <input type="checkbox"/> HCBS Respite		<input type="checkbox"/> HCBS Day Program	<input type="checkbox"/> Other

General Conditions & Cleanliness (R6-18-702):

- | | YES | NO | Inspector's Comments | Date Corrected |
|---|--------------------------|--------------------------|----------------------|----------------|
| 1. Interior & exterior in good repair and free of damage that poses a hazard | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 2. Play areas and therapy equipment are in good repair..... | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 3. Setting is clean to the degree that the condition does not constitute a hazard. | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 4. Garbage is removed from the setting & premises at least once each week..... | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 5. The setting and outside play areas are free of insect and rodent infestation ... | <input type="checkbox"/> | <input type="checkbox"/> | | |

Safeguarding Hazards (R6-18-703)

- | | | | | |
|--|--------------------------|--------------------------|--|--|
| 1. Setting has a system to lock highly toxic substances..... | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 2. Setting has a system to safeguard cleaning supplies..... | <input type="checkbox"/> | <input type="checkbox"/> | | |
| Specify system for safeguarding: _____ | | | | |
| 3. Weapons are safeguarded | NA..... | <input type="checkbox"/> | | |
| 4. Firearms are locked in an unbreakable container..... | NA..... | <input type="checkbox"/> | | |
| 5. Firearms are trigger-locked or rendered inoperable..... | NA..... | <input type="checkbox"/> | | |
| Number of firearms identified on the premises: _____ | | | | |
| 6. Ammunition is locked separate from firearms..... | NA..... | <input type="checkbox"/> | | |
| 7. Bathtubs/showers and ramps have slip resistant surfaces | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 8. Handrails and grab-bars are securely attached and stationary | NA..... | <input type="checkbox"/> | | |
| 9. Skirting is intact around the base of the setting, if a mobile home | NA..... | <input type="checkbox"/> | | |
| 10. Animals do not pose a hazard due to behavior, disease, etc. | NA..... | <input type="checkbox"/> | | |
| 11. Evidence is available in the setting for each dog's current rabies | | | | |
| Vaccination..... | NA..... | <input type="checkbox"/> | | |
| Names of dogs: _____ | | | | |

Storage of Medication (R6-18-704):

- | | | | | |
|--|--------------------------|--------------------------|--|--|
| 1. Prescription and over-the-counter medications in the setting are locked..... | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 2. Medications that must be readily available or may be accessed per an individual's case plan are safeguarded | NA..... | <input type="checkbox"/> | | |
| 3. Medications that must be refrigerated are locked, without preventing access to refrigerated food..... | NA..... | <input type="checkbox"/> | | |
| 4. Medications are double-locked in programs licensed by CWL | NA..... | <input type="checkbox"/> | | |

Safe Appliances (R6-18-705):

- | | | | | |
|---|--------------------------|--------------------------|--|--|
| 1. Appliances for refrigerating & cooking food are functioning and safe..... | <input type="checkbox"/> | <input type="checkbox"/> | | |
| Refrigerator temperature: _____ | | | | |
| 2. Setting has sufficient lighting to perform normal activities in bedrooms and living/program areas..... | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 3. Setting has adequate heating, cooling, & ventilation in bedrooms and living/program areas..... | <input type="checkbox"/> | <input type="checkbox"/> | | |
| Interior temperature: _____ | | | | |
| 4. Setting has an operable telephone..... | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 5. The clothes dryer is safely vented with a non-flammable vent hose..... | NA..... | <input type="checkbox"/> | | |
| 6. Each portable heater meets the following standards | NA..... | <input type="checkbox"/> | | |

- | Yes | No | | | |
|--|--------------------------|---|--|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Electric, UL Approved, and equipped with a tip-over shut-off switch | | |
| <input type="checkbox"/> | <input type="checkbox"/> | Has a protective covering for the heating element | | |
| <input type="checkbox"/> | <input type="checkbox"/> | Is placed at least 3 ft. from flammable object when in use | | |
| <input type="checkbox"/> | <input type="checkbox"/> | Is not used in bedrooms or as the primary source for heat in the setting | | |
| 7. Electricity/wiring appears safe | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 8. Extension cords not used long-term or for major appliances..... | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 9. A carbon monoxide detector is installed on each level that has a fuel-burning appliance or heating device | NA..... | <input type="checkbox"/> | | |

Electrical Safety (R6-18-706):

- | | | | | |
|---|--------------------------|--------------------------|--|--|
| 1. Light sockets have light bulbs/are safely covered to prevent electrical shock | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 2. Electrical cords are in good condition; no broken or frayed cords are in use . | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 3. Electrical panels and outlets are covered and have no exposed wiring..... | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 4. Extension cords are not used on a permanent basis | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 5. Electrical outlets are not overloaded..... | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 6. Major appliances are plugged directly into grounded outlets | <input type="checkbox"/> | <input type="checkbox"/> | | |
| 7. Mid-sized appliances are plugged into grounded outlets/power strips..... | <input type="checkbox"/> | <input type="checkbox"/> | | |

LIFE-SAFETY INSPECTION REPORT

Plumbing (R6-18-707):	YES	NO	Inspector's Comments	Date Corrected
1. The setting has a continuous source of safe drinking water.....	<input type="checkbox"/>	<input type="checkbox"/>		_____
2. Hot water temperature in areas for bathing does not exceed 120°F.....	<input type="checkbox"/>	<input type="checkbox"/>		_____
Hot water temperature: _____				
3. Sewage disposal is functioning with no visible signs of leakage.....	<input type="checkbox"/>	<input type="checkbox"/>		_____
4. Setting has at least 1 working toilet, sink, and tub/shower per 10 residents ...	<input type="checkbox"/>	<input type="checkbox"/>		_____
Number of working toilets: _____ shower/tubs: _____ sinks: _____				
Fire Safety (R6-18-708):				
1. Flammables/combustibles are stored more than 3 feet from heat sources	<input type="checkbox"/>	<input type="checkbox"/>		_____
2. Working fireplaces/wood stoves are protected by fire screensNA.....	<input type="checkbox"/>	<input type="checkbox"/>		_____
3. Setting has at least one functioning fire extinguisher with a minimum rating of 2A: 10BC on each level	<input type="checkbox"/>	<input type="checkbox"/>		_____
4. Setting has at least one working smoke detector on each level.....	<input type="checkbox"/>	<input type="checkbox"/>		_____
5. Setting has at least one working smoke detector in each bedroom	<input type="checkbox"/>	<input type="checkbox"/>		_____
6. Setting has an emergency evac. plan which meets the following standards ...	<input type="checkbox"/>	<input type="checkbox"/>		_____
Yes No				
<input type="checkbox"/> <input type="checkbox"/> Identifies two routes to evacuate from bedrooms used for care				
<input type="checkbox"/> <input type="checkbox"/> Identifies the location of fire extinguishers & fire evacuation equipment				
<input type="checkbox"/> <input type="checkbox"/> Designates a safe meeting place outside the setting				
<input type="checkbox"/> <input type="checkbox"/> Is maintained in the setting				
7. Exits from the setting are unobstructed	<input type="checkbox"/>	<input type="checkbox"/>		_____
8. Bedrooms used for care must have an exit route that leads directly outside...	<input type="checkbox"/>	<input type="checkbox"/>		_____
9. Locks/bars on windows in bedrooms used for care and on doors leading to the outside have a quick release mechanism.....	<input type="checkbox"/>	<input type="checkbox"/>		_____
10. Settings providing care to 6 or more individuals practice and document an evacuation drill at least once every 3 monthsNA.....	<input type="checkbox"/>	<input type="checkbox"/>		_____
11. The address for the setting is posted and visible from the street.....NA.....	<input type="checkbox"/>	<input type="checkbox"/>		_____
Pools and Spas (R6-18-709):				
1. Pools are maintained, not stagnant, & are clear enough to see through the water to the bottom surface of the pool	<input type="checkbox"/>	<input type="checkbox"/>		_____
2. If water is deeper than 4 ft., a shepherds crook & ring buoy with attached rope are available in the pool areaNA.....	<input type="checkbox"/>	<input type="checkbox"/>		_____
3. The enclosure/fence meets the following standards.....NA.....	<input type="checkbox"/>	<input type="checkbox"/>		_____
Yes No				
<input type="checkbox"/> <input type="checkbox"/> The exterior side of the fence is at least 5 ft. high				
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> N/A If chain link, the mesh measures less than 1 ¾" horizontally				
<input type="checkbox"/> <input type="checkbox"/> Openings measure less than 4 inches				
<input type="checkbox"/> <input type="checkbox"/> Gates are self-closing, self-latching, and open away from the pool				
<input type="checkbox"/> <input type="checkbox"/> The gate latch is at least 54" above the ground				
<input type="checkbox"/> <input type="checkbox"/> The gate to the enclosure is locked				
If the setting constitutes part of the enclosure:				
<input type="checkbox"/> <input type="checkbox"/> The enclosure does not interfere with safe egress from the setting				
<input type="checkbox"/> <input type="checkbox"/> A door from the setting does not open within the pool enclosure				
<input type="checkbox"/> <input type="checkbox"/> A window in a bedroom designated for an individual receiving care is not positioned within the pool enclosure				
<input type="checkbox"/> <input type="checkbox"/> Other windows are permanently secured to open no more than 4 inches				

This inspection represents the condition of the setting only on the date and time of the inspection.

The setting was in full compliance with all safety measures evaluated by the OLCR Life-Safety Inspector.

The setting was not in full compliance with all safety measures.

Licensing agency must verify corrections. OLCR must verify corrections. Date full compliance verified by OLCR: _____

Inspector's Comments:

Inspector's Name (print): _____ Inspector's Signature: _____

I acknowledge that the findings of this inspection have been reviewed with me and I have been provided with a copy.

Provider's Name (Print): _____ Provider's Signature: _____

**Arizona Department of Economic Security (DES)
Office of Licensing, Certification, and Regulation (OLCR)**



The Life-Safety Standards can be found in the
Arizona Administrative Code, Title 6, Chapter 18, Article 7
and are posted on-line at:

http://www.azsos.gov/public_services/Title_06/6-18.htm

For additional information on the Life-Safety Standards or on the inspection process, please call OLCR at:

(602) 347-6357 or toll-free (888) 229-1814 ext. 1023

or send an e-mail to

OLCRinspect@azdes.gov



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