



Establishment ID: _____

Environmental Health

127 W Webster St

Whiteville, NC 28472

Telephone: 910-640-6617

Fax: 910-641-0766

Childcare Application:

*(chain or franchise facilities should submit plans to NCDHHS at address listed on Page 8 of this application)

Facility Name: _____

Street/Site Address: _____

City: _____ State: _____ Zip Code: _____

New Remodel Change of Ownership Addition

Operator: _____

Address: _____

Phone Number: _____ Email: _____ Facility Number: _____

Hours of operation: _____

Proposed Capacity: _____ Proposed Opening Date: _____

Please list proposed age groups: _____

Year building constructed: _____

Has the water been tested for lead at all outlets used for drinking or food preparation?

Yes Date Tested: _____ No

Water supply: Public/Municipal On-site Well

Sewage disposal: Public/Municipal On-site Septic System*

Food Service:

Meals Provided:

- Breakfast Lunch Dinner
- Lunches/Snacks from Home Snacks Only Catered*

***If meals are catered, please indicate source:** _____

Is a metal stem-type thermometer available for checking temperatures of food?

- Yes No

Is a 2-compartment sink available? _____

What length are the drain boards or counter top space? _____

Is there adequate refrigeration and cooking equipment? _____

Type of Utensils Used:

- Multi-Use Utensils (Dishes) Single service items (Disposables)

Hot holding? Yes No

- List equipment used:

Cold Holding: Yes No

- List equipment used:

Does hot water heating equipment provide a minimum temperature of 120°F at the point of use when hot water is not used for sanitizing (in kitchen)? Yes No

How is kitchen access restricted from children?:

Food Prep:

Where will bottles/food be stored? *(if applicable)*

Where will bottles food be prepared? *(if applicable)*

Where will bottles be warmed: _____ Method Used? _____

Will there be a refrigerator in the infant room? Yes No What size? _____

Is there a separate handwash sink in the infant room for food prep only? Yes No

Is there counter space in the infant room for food preparation? Yes No

Diapering Stations *(if applicable)*

In which classrooms will diapering stations be provided?

Where will soapy water, disinfectant, and diapering creams be stored?

Where will diapering supplies (gloves, diapers, wipes, etc.) be stored?

Do all diapering stations have a dedicated hand wash lavatory with tempered water?

(80-110 F), soap, paper towels, and handwashing sign? Yes No

Hand Wash Lavatories

How many hand wash lavatories are provided in the center? _____

Where are they located?

Do all hand wash lavatories have tempered water (80-110 F), soap, paper towels, and handwashing sign? Yes No

Storage

Where and how will cubbies be arranged?

Will coat hooks be spaced at least 12 inches apart? (If using a double hook it may not be used for two children) Yes No

Where and how will cots and/or mats be stored?

Where will clean crib and mat sheets be stored?

Please indicate where the following types of locked items will be stored:

- Medicines (both refrigerated and non-refrigerated)

- Cleaning supplies and other types of chemicals including aerosols

- Personal belongings (purses, employee items, etc.)

Are approved locks provided? (Magnetic, combination, key) Yes No

Cleaning and Sanitizing (Classroom specifics):

Do all classroom furnishings have a smooth, washable finish? Yes No

Will you care for children not potty trained? Yes No

Describe where and how mouthed toys in infant and toddler rooms will be washed and sanitized:

What type of sanitizer will be used to sanitize toys and food contact surfaces?

Chlorine Quaternary ammonium Other _____

What type of disinfectant will be used to disinfect diapering and toileting areas?

Chlorine Quaternary ammonium Other _____

Will test strips for checking the concentration of sanitizer and disinfectant be provided?

Yes No

Water Heating Facilities

The temperature of hot water in the kitchen and any water used for washing laundry will need to be a minimum of 120 F. Any faucets accessible to children must be maintained at 80-110 F. If a hand wash lavatory produces hot water that is over 120 F, the facility will be put into a provisional status.

How many water heaters will be used? _____

If you are using two heaters, please note which is for the kitchen and which is for classrooms.

Where will the water heaters be located? _____

Type of water heater proposed: Tankless Storage Tank

If storage tank type, what is the capacity? _____ gallons

Manufacturer & Model Number: _____

How is the water heater powered? Electric _____ kilowatts (kW) Gas _____ BTU

If one hot water heater will be used, will anti-scald devices be used on hand wash lavatories used by children? Yes No

Lighting

Are lights in all areas including storage closets? Yes No

Do all light fixtures have shatterproof or shielded bulbs? Yes No

Utilities

Where is the mop/trash can wash facility located? _____

Will it be located in a locked space or surrounded by a fence? Yes No

Is the HVAC, mechanical equipment, etc. locked with a fence around it? Yes No

(Thermal Environment (65 - 85° F))

Finishes

Please describe the finishes/construction material in the following areas (all must be washable):

Area	<u>Finish</u>	<u>Area</u>	<u>Finish</u>
Diaper changing counters:		Bathroom Floor	
Food service counters in infant rooms:		Bathroom Ceiling	
Floors in diapering and food service areas of infant and toddler rooms:		Bathroom: Walls	
Walls of classrooms:		Kitchen Floor	
Cabinetry in classrooms:		Kitchen Walls	
Laundry Room		Kitchen Ceilings	

Designated Sick Area (locate near a restroom – post a sign to indicate location)

Where is the designated sick area?

Is there a mat or cot and a vomitus receptacle available? Yes No

Outdoor Facilities

Is the outdoor play area clean, drained, and free of litter and hazardous materials?

Yes No

Is outdoor play equipment in good repair, free of peeling, flaking/chalking paint, rust or corrosion?

Yes No

Do sandboxes have covers and are they constructed to drain?

Yes No

Please note: Grass and other vegetation in outdoor play areas must be maintained at a height that does not encourage the harborage of vermin. All debris, glass, dilapidated structures, and broken play equipment must be removed.

Statement: I hereby certify that the information provided herein is accurate to the best of my knowledge. I understand that:

Any deviation or variance of this application after it has been approved by this Department may result in the delay or denial of an approved inspection for the licensing agency. Child Care facilities which are found to be non-compliant with the design standards listed in 15A NCAC 18A .2800 "Rules Governing the Sanitation of Child Care Facilities" will not receive approval from this Department. Approval of this application by Columbus County Environmental Health does not constitute compliance with other codes, laws, regulations, and ordinances imposed by other regulatory authority having jurisdiction.

Signature of Applicant/Operator: _____ Date: _____

Application Submission Requirements:

- 1) Completed Application
- 2) Submit Plans and specification for construction. Alternations or remodeling.
Must include a floor plan of the childcare center.
- 3) The Health Department must be notified for a pre-operational inspection when construction is near completion and equipment is up and running.
- 4) Notification of any changes to the original plan as submitted.
- 5) Ensure licensing consultant is contacted and notified of proposed plans.
- 6) Proposed Menu attached, if food is served.
- 7) Well and Septic information (If applicable)

Please feel free to contact us at (910) 640-6617 if you have questions about this application.

Please submit this application and required documents to:

Environmental Health Division

P.O. Box 810

Whiteville NC, 28472

Plans for chain or franchise type facilities shall be forwarded to:

NC Department of Health and Human Services-Environmental Health Section

Children's Environmental Health Branch

1632 Mail Service Center

Raleigh, NC 27699-1632