

## .28 GENERAL CLEANLINESS

### A. The provider shall:

- (1) **Maintain all areas of the home, including food preparation, service, and storage areas in state of cleanliness so as not to endanger children's health; and**
- (2) **Place paper towels, a trash receptacle, soap, and toilet paper available within reach of a child capable of using the toilet without assistance from the provider.**

INTENT:

- Your home must be kept clean to prevent infestation by insects and vermin.
- Proper sanitation and hygiene must be practiced to prevent the spread of disease.

INSPECTION REPORT ITEM: "Home clean"

"Toilet supplies available/accessible"

COMPLIANCE CRITERIA:

- Food storage/preparation/service areas are free of grime, debris, and spillage.
- Rooms are free of clutter and trash.
- Floors and floor coverings show evidence of being cleaned according to procedures approved by the Office (see "[General Sanitation Guidelines](#)").
- Bathrooms are equipped with soap, trash receptacle, toilet paper, and paper towels, all of which are accessible to children who toilet without assistance.

ASSESSMENT METHOD: Observation of the home for cleanliness and absence of any condition that might pose a risk to child health.

Note: A sanitizing agent other than a bleach-and-water solution (see "General Sanitation Guidelines") must be approved by the Regional Office before it may be used.

### B. The provider or substitute shall dispose of trash, garbage, and wet soiled diapers in a clean and sanitary manner.

INTENT: All trash and other refuse must be discarded in a safe and sanitary manner.

INSPECTION REPORT ITEM: "Sanitary disposal of diapers/trash/garbage"

COMPLIANCE CRITERIA:

- Trash is stored in trash baskets that are emptied as needed, but at least daily.
- Wet or soiled diapers are stored in a plastic container with a lid and liner that is located away from any area used for food storage/preparation/service.
- Outdoor storage of trash is in cans with tight-fitting lids.
- Areas around outdoor and indoor trash receptacles are clean and clear of trash or clutter.

ASSESSMENT METHOD: Observation of how and where trash is stored.

### C. After toileting and diapering, before food preparation and eating, after playing outdoors, after handling animals, and at other times when necessary to prevent the spread of disease, the provider or substitute shall:

- (1) **Wash the provider's or substitute's hands thoroughly with soap and warm running water; and**
- (2) **Ensure that a child's hands are washed thoroughly, by the provider or by the child, with soap and warm running water.**

INTENT: To prevent the spread of infection and illness, adults and children must wash their hands properly after touching potentially contaminated items or substances.

INSPECTION REPORT ITEM: "Approved handwashing procedures followed"

COMPLIANCE CRITERIA:

- Each program adult and each child capable of self-washing washes hands as required with soap and warm running water.
- Children who are not capable of self-washing have their hands washed as required with soap and warm running water by adults.
- You always wash your hands after a diaper change.

- To keep germs away from food, no one washes hands in a food service/preparation area.
- In each case, you follow handwashing procedures approved by the Office are followed (see "[Handwashing Procedure](#)").

ASSESSMENT METHOD: Observation of how and when hands are washed. If observation is not possible, discussion to determine how and when handwashing is done.

Note: To help prevent the spread of disease, it is recommended that you wear single-use disposable gloves during diapering. Throw the gloves away immediately after diapering, and wash your hands according to approved handwashing procedures.

**D. To assist in preventing the spread of disease, the provider shall:**

- (1) Promptly change a child's diaper, clothing, and bedding when soiled or wet;**
- (2) Follow diapering procedures designed to prevent the transmission of disease, which are established and supplied by the Office; and**
- (3) Maintain the surface used for diapering in a clean and sanitary manner.**

INTENT: You must meet children's health and sanitary needs by changing soiled or wet items promptly and in a sanitary manner.

INSPECTION REPORT ITEMS: "Approved diapering procedure followed"  
"Diapering surfaces clean, sanitized"

COMPLIANCE CRITERIA:

- Diapering activities are done according to procedures approved by the Office (see "[Diapering Procedure](#)."
- The diapering surface is promptly cleaned and sanitized according to procedures approved by the Office (see "[General Sanitation Guidelines](#)."

ASSESSMENT METHOD: Observation of how and when diapers and soiled clothing are changed and the diapering surface is cleaned. If observation is not possible, discussion to determine how and when changes and cleaning are done.

Notes:

- You may not change diapers in a food service or preparation area.
- To minimize the potential for spread of infection, you should consider designating a single area for use as a diapering station in your home. However, more than one area may be used as long as each area has a nonabsorbent surface that can be easily cleaned and sanitized after each diapering.

**E. If used, portable toilets, also known as potty-chairs, shall be:**

- (1) Placed on a nonabsorbent surface or mat;**
- (2) Located away from food preparation, food service, and eating areas; and**
- (3) Cleaned and sanitized after each use in accordance with procedures established by the Office.**

INTENT: Potty-chairs are a major source of contamination. If children use potties in your home, you must clean them immediately in a safe and sanitary manner.

INSPECTION REPORT ITEMS: "Potty-chairs located, cleaned as required"

COMPLIANCE CRITERIA:

- Each potty-chair is placed on a nonabsorbent surface or mat and is located away from a food storage, preparation, service, or eating area.
- Immediately after each use, a potty-chair must be cleaned according to procedures approved by the Office (see "[General Sanitation Guidelines](#)."
- A sanitizing agent other than a bleach-and-water solution (see the "General Sanitation Guidelines") must be approved by the Regional Office before it may be used.

ASSESSMENT METHOD: If potty-chairs are used:

- Observation to determine where they are placed, and
- Observation or discussion to determine how and when they are cleaned.