

Preparing for a Foster Home Licensing Survey

In order to complete the licensing of your home, a scheduled walk through will be completed. During this appointment, a surveyor with the Foster Care and Residential Facility Licensing Division will complete an environmental walk through and review of all required paperwork to ensure compliance with all foster home licensing regulations. Please allow 2 hours for the inspection.

To aid you in preparing for this inspection below are areas and records that will be reviewed. *The statements on this form do not reflect all of the laws and regulations for a family foster home. The statements are NOT the actual laws or regulations. Refer to the regulation book for all applicable regulations and for the complete statement of each regulation. Please contact your Child Placing Sponsoring Agency for a copy of the Kansas Laws and Regulations for Licensing Family Foster Homes for Children.*

<input type="checkbox"/> A copy of your licensing application packet that contains the following shall be kept at the family foster home and accessible: PS MAPP, Universal Precautions, Medication Administration and First Aid Certificates, background check form CCL 002, Foster Home Licensing Regulations, health assessments for all family members, TB results for all family members over 16, immunization records, driver license for all persons in the home that will transport children in care, vehicle insurance, pet vaccinations (if applicable), signed discipline and confidentiality policies, approval to provide respite care, outdoor safety/supervision plan if no fenced in play space.
<input type="checkbox"/> Emergency plans for the family foster home in emergencies including fires, tornadoes, storms, floods, and serious injuries must be posted.
<input type="checkbox"/> All areas of the home inside and outside including sheds, garages, workshops etc., are must be accessible.
<input type="checkbox"/> All stairways are to be guarded on both sides and a handrail present on one side, if space between balusters exceeds 4 inches, have them guarded or reduced to 4 inches or less; baby-gate permanently attached at top of stairs and gate available for bottom of stairs(if licensing for children under 3)
<input type="checkbox"/> All guns, archery equipment, fishing knives, martial arts equipment, swords in locked storage. Ensure all ammunition or arrows are in separate locked storage.
<input type="checkbox"/> All medications; prescription, over the counter, vitamins, supplements, pet medications in locked storage inaccessible to children. If medications are stored with other items, the medications need to be in a locked container.
<input type="checkbox"/> Cleaning supplies, bodily care products, items that contain alcohol, and sharp instruments are locked or stored out of reach of children under 6. Electrical outlets are covered if licensing for children under the age of 6 years.
<input type="checkbox"/> Chemicals and cleaning supplies with warning labels are stored out of reach and inaccessible to children under 10.
<input type="checkbox"/> Tools are inaccessible to children in placement.
<input type="checkbox"/> Working smoke detector on each level of home and in each bedroom used by the licensee and children in care. Carbon Monoxide detector adjacent to bedroom used by licensee and children in care.
<input type="checkbox"/> Each bedroom used by a child in placement has a window that provides an unobstructed exit to the outside.
<input type="checkbox"/> No trampolines on premises.
<input type="checkbox"/> Any in-ground swimming pool on premises must be enclosed by a 5 foot fence with self-closing, locking gate, if you have an above ground pool ensure it is 4 feet high all around and ensure steps are removed and inaccessible when not in use. If you have a hot tub ensure it has a locking cover or is enclosed by a 5 foot fence with a self-closing or locking gate.
<input type="checkbox"/> A record of current rabies vaccination must be on file. Pit bulls, exotic animals and venomous or constricting reptiles are not allowed. Ensure pets are friendly and pose no threat.