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| **DEPARTMENT OF HEALTH SERVICES**  Division of Quality Assurance  F-03122 (07/2023) | **STATE OF WISCONSIN**  Page 1 of 2 | | | | |
| **ADULT DAY CARE CENTER ENVIRONMENTAL REVIEW** | | | | | |
| Name – ADCC | | License/Certification Number | | | Type of Survey |
|  | |  | | |  |
| Name – Surveyor(s) | | | | Date / Time | |
|  | | | |  | |
| **ADCC Tour** | | | | | |
| **Kitchen 105.14(7)**  **Equipment and Utensils 105.14(7)(f)2**   * Stored in a clean manner. * Utensils and equipment in good repair. | | | **Medications 105.14(7)(d)(3)(a-f)**   * Remain in the original labeled containers. * Stored in a locked, safe place.   **\*Prescription and OTC medications** | | |
| **Dishwashing 105.14(7)(f)**  **Dishwashing Required Steps 105.14(7)(f)3.a**   * Equipment and utensils cleaned using separate steps for pre-washing, washing, rinsing, and sanitizing.   **Residential Dishwasher 105.14(7)(f)(3)(b)**   * 120 degrees. * Removal of DW must have a separate process for sanitization.   **Commercial Dishwasher 105.14(7)(f)(3)(c)**   * In accordance with manufacturer’s recommendations.   **Drying 105.14(7)(f)(3)(d)**   * Air dried unless using dishwasher with drying function. | | | **Nutrition 105.14(7)(f)(4)**  **Arrange or Provide Meal 105.14(7)(f)(4)(a)**   * Arrange/provide a meal for participants at ADCC more than 5 hours. * Meals shall provide at least one-third of an adult’s daily nutritional requirements.   **Document Each Meal 105.14(7)(f)(4)(b)**   * Document food served at each meal. * Maintain the documentation for six months.   **Available Snacks 105.14(7)(f)(4)(c)**   * Nutritious snack consistent with participant's dietary needs. | | |
| **Sanitation 105.14(7)(f)(5)**  **Food Handlers Free Comm. Disease 105.14(7)(f)(5)(a)**   * Free from open, infected wounds. * Be free from communicable disease. * Shall maintain clean and safe work habits.   **Food Handlers Hand Washing/Drying 105.14(7)(f)(5)(b)**   * Hand-washing facilities in the kitchen for use by food handlers. * Use of a common towel is prohibited.   **Food Safety/Supervise Participants 105.14(7)(f)(5)(c)**   * Adhere to the same food safety requirements as ADCC staff. * Be directly supervised by a caregiver. | | | **Food Safety 105.14(7)(f)**  **Store, Prepare, Serve/Temps 105.14(7)(f)(6)(a-c)**   * Refrigerator at or below 41 degrees Fahrenheit.   **Items not in original containers**   * Must be covered, labeled, and dated.   **Freezer at 0 degrees Fahrenheit or below**   * Frozen foods shall be packaged, labeled, and dated.   **Cooked and Cold Food until served**   * Hot foods at 135 degrees Fahrenheit or above. * Cold foods at 41 degrees Fahrenheit or below.   **Thermometers 105.14(7)(f)(6)(d)**   * Refrigerators and freezers have an accurate thermometer inside the unit.   **Storage Clean, Dry, Off Floor 105.14(7)(f)(6)(e)**   * Keep food storage areas clean and dry. * Store food at least six inches off the floor. | | |
| **Safety: 105.14(9)(a)(1-3)**  **Emergency Plan posted 105.14(9)(a)**  **Fire Extinguishers Requirements 105.14(9)(b)(2-3)**   * At least one 2A, 10-B-C fire extinguisher per 1,500 square feet of space. * If only one extinguisher is necessary, it is to be located near the cooking area. * Label indicating date of inspection. | | | **Smoke Detectors Location, Inspections 105.14(9)(b)4**   * Each activity room and hall. * Each smoke detector shall be tested monthly. | | |
| **Water Supply 105.14(8)(b)(1) and (3)**   * Safe supply of drinking water available at all times. * Water heater set at 140 degrees and fixtures used by participants at 115 degrees. | | | **Environment 105.14(8)(a)(2-7)**   * 50 sq. ft. per Participant. * Accessible and Functional. * Telephone accessible on the premises. * Temperature no less than 70 degrees Fahrenheit. * Toilets and fixtures function properly, be maintained and in sanitary condition. * Environment shall be clean, comfortable and in good repair. | | |
| **Furnishings 105.14(8)(c)(1-2)**   * Provides comfort, safety, and is appropriate for every participant. * Must be clean, safe, and in good repair. | | | **Exits 105.14(8)(d)**   * Stairs, walkways, and ramps shall be maintained in a safe condition. * All exits, sidewalks, and driveways used for exiting shall be kept free of ice, snow, and obstructions. | | |
| **Delayed Egress 105.14(8)(e)(1-7)**   * Requires a waiver. * Connected with auto fire sprinkler system. * No more than one device shall be present in a means of egress. * Sign shall be posted adjacent to the locking device indicating how the door may be opened. * Must release within 15 seconds. * Maintain documentation system has been installed, tested. Documentation must be submitted to department within 10 days of install. | | | **Multi-Use Licensed: Activities 105.14(10)(a)(4)**   * Shall be programmatically distinct from other programs. * Special events may be provided on a non-routine basis.   **Multi-Use: Private Family Home 105.14(10)(b)**   * Dining and living space determined by total capacity of the building as described in sub. (8), par. (a), sub d. 2. of this section. | | |