

TO: FACILITY ADMINISTRATOR

FROM: OFFICE OF INTERDEPARTMENTAL REGULATION

SUBJECT: **SANITATION INSPECTION**

Section 330.C of the *Interdepartmental Standards* requires that each facility be inspected and approved by State or local health authorities at the time of initial application for licensure/certification and at least annually thereafter.

Enclosed is a three-copy set of the “Report of Sanitation Inspection,” Form #032-05-555. You will need to contact your local, county, or city health department as soon as possible to request a sanitation inspection. Identify yourself as representing a children’s residential facility subject to regulation through the interdepartmental regulatory program. Facility personnel will need to complete the first two lines of the “Report” to provide demographic data about the facility, prior to the inspection.

Return the original of the completed “Report of Sanitation Inspection” to your lead regulatory authority. The yellow and pink copies of the inspection form may be retained by you and the sanitarian for your respective files.

If you need further clarification please contact this Office for assistance.

Attachment

(Revised 07/00)