

Dear Foster Parent,

Attached are the Fire and Health Foster Home Inspection Checklists. In addition to these lists, the following must be presented to the Fire Marshal at the *time of the inspection*:

- For a home that uses gas energy, obtain an inspection report completed by a licensed plumber on the home's appliances. Please note that per Code, homes that use gas must have their appliances inspected annually.
- For a house with two stories, obtain a fire escape ladder. The Fire Marshal will advise you on where the ladder may be stored.

Upon compliance with all the requirements, schedule the inspection by email: [health@uctx.gov](mailto:health@uctx.gov). We try our best to schedule the appointment based on the foster parent's availability, Mon- Fri between 8:30 am and 2 pm.

If you have any questions, please do not hesitate to contact us:

Health Official: [health@uctx.gov](mailto:health@uctx.gov) or 210-619-0727

Fire Marshal: [tperna@uctx.gov](mailto:tperna@uctx.gov) or 210-619-0788

Thank you.

## Foster Checklist (Health)

1. Home and grounds are kept clean and free of hazards to children
  2. Kitchen and all food preparation, storage, and serving areas are kept clean
  3. Perishable food is refrigerated or safely stored in other ways
  4. Home has an adequate supply of water that meets the standards for drinking water of the Texas Department of Health. If a private well is used, the Texas Department of Health or local health department must be consulted if any problems arise
  5. Home has an adequate, safe sewage disposal system. If a private sewage disposal system is used, the Texas Department of Health or local health department must be consulted if any problems arise
  6. Plumbing appears to be in good working condition
  7. Home has hot and cold running water
  8. There is at least one toilet, lavatory, and bathtub or shower inside the home
  9. Bathrooms are kept clean
  10. Soap and toilet paper are available in the bathrooms at all times
  11. Each child has a clean towel available, or paper towels are available
  12. Garbage is removed at least once a week
  13. Garbage is kept in metal or plastic containers with tight fitting lids in an area away from the children
  14. The home is kept free of insects, mice and rats
  15. The yard is well drained, with no standing water
  16. The yard is kept free of garbage and trash
  17. The house is adequately ventilated and free from bad odors
  18. Windows and outside doors kept open for ventilation are screened
  19. Cleaning supplies, insect sprays, medicines, and other materials that can harm young children are kept where children under age 8 and children for whom these items might present an unusual danger cannot reach them
  20. Accessible electric outlets in rooms used by children under age 8 and children for whom these outlets might present an unusual danger are safety outlets or have child-proof covers.
  21. Electric fans are securely mounted where children under age 8 or children for whom these items might present an unusual danger cannot reach them, or have guards which keep children from touching the fan blades
  22. Outdoor steps are not slippery. Porches, railings, playhouses, and other wooden structures do not have splinters
  23. Indoor floors and steps are not slippery, and are kept dry when children are using them. Wood surfaces and objects do not have splinters.
  24. Glass doors are marked at a child's eye level to prevent accidents
- \* If you have pets, please present current pet vaccinations.



Form List	
<b>Inspection Form Description</b>	
<b>Inspection Form View</b>	
Form: <b>Foster Family Home (16)</b>	
<b>General info</b>	<b>Billable Amount</b>
NFPA 101-4.6.1.2 Children are ambulatory and capable of self preservation	Children must be capable of self evacuation, and be without any primary medical needs. No more than two infants (up to 24 months) may reside at the home and an emergency evacuation and relocation plan, as required by General Residential Operations TAC Rule 748.3231, must specifically provide for the evacuation of all residents in less than three minutes.
TAC Rule 750.43 Foster family home with 1 to 6 children	Foster family home is a single independent home that is the primary residence of the foster parents and provides care for six or fewer children or young adults.
<b>General Safety</b>	<b>Billable Amount</b>
Chemicals locked	Chemicals locked
First aid kit in the home (meds locked separately)	First aid kit in the home (meds locked separately)
NFPA 101-4.6.1.2 Address is clearly visible from the roadway	Any requirements that are essential for the safety of building occupants and that are not specifically provided for by this code shall be determined by the authority having jurisdiction.  NOTE: Physical address numbers and letters shall be clearly visible from the roadway and a minimum height of 4 inches stroke width 1/2 inch in a contrasting color.
NFPA 101-4.6.1.2 Flammable liquids are properly stored	Flammable liquids should be stored in safety cans with the lid shut to prevent vapors from escaping.
NFPA 101-4.6.1.2 Combustible items are stored away from heating elements (stove, heaters, fireplace)	Storage of any item that could burn (boxes, paper, clothing, wood scraps, blankets, pillows) near stoves, heaters, fireplaces, or other sources of flame or heat, including the gas water heater closets or other gas fired appliances is not allowed.
NFPA 101-4.6.1.2 Combustibles are not stored under unprotected stairs	Combustibles must not be stored under the stairs unless the underside of the stairs is protected to a 1/2-hour fire-rating. (eg. one layer of 1/2hch sheetrock, properly installed and sealed)
NFPA 101-4.6.12 Immovable screens or barriers installed to prevent contact with open flames	Screens (barriers) that prevent children from accessing heating equipment must be of closely spaced wire or expanded metal and must be securely attached to parts of the building to prevent movement.
NFPA 101-4.6.1.2 Lighters and matches are out of the reach of children	All lighters and matches are out of the reach of children.
Outlet covers	Outlet covers
safety gates	safety gates
Telephone (recognizable by 9-1-1 system) on site with foster children at all times	Telephone (recognizable by 9-1-1 system) on-site with foster children at all times
<b>Emergency Preparedness</b>	<b>Billable Amount</b>
TAC Rule 749.2907 A written emergency plan and evacuation route provided	Each foster home must have written plans and procedures for handling potential disasters and emergencies, such as fire, severe weather emergencies, and transportation emergencies.
TAC Rule 749.2908 Emergency plans and fire drills practiced and documented	A foster home must practice disaster and emergency plans by: (1) Discussing the plans and procedures for handling a fire and weather emergency with the children's care; (2) Conducting a fire drill, so children are able to safely exit the foster home within three minutes; and (3) Conducting a severe weather drill.  The foster home must document the discussions and the drills, including the date and time of each.
<b>Building Services</b>	<b>Billable Amount</b>
NFPA 101-9.1.2 Electrical system/appliances are in good condition	Electrical wiring and equipment shall be in accordance with NFPA 70, unless such installations are approved existing installations, which shall be permitted to be continued in service.  AHJ NOTE: including child proof outlet covers and proper use of extension cords. Extension cords are to be used on a temporary basis only. When the cords remain plugged in, they become part of the building wiring system. No frayed or spliced appliance cords are permitted because of the danger of a short circuit. All unused openings in the electrical circuit breaker box must be covered to prevent any material from coming in contact with live electrical wires.
NFPA 101-9.2.1 Gas fired heating systems inspected annually	Air-conditioning, heating, ventilating ductwork, and related equipment shall be in accordance with NFPA 90A, or NFPA 90B, as applicable, unless such installations are approved existing installations, which shall be permitted to be continued in service.  AHJ NOTE: Gas fired heating systems inspected by a Texas licensed air-conditioning contractor annually
NFPA 101-9.2.2 Gas appliances are properly installed	Ventilating or heat-producing equipment shall be in accordance with NFPA 91, NFPA 211, NFPA 31, NFPA 54, or NFPA 70, as applicable, unless such installations are approved existing installations, which shall be permitted to be continued in service.  AHJ NOTE: Stoves, ovens, heaters, and fireplaces must be equipped with metal tubing, connectors, and properly vented. Heaters and fireplaces equipped with screens to prevent contact with open flames or hot surfaces. Approved gas cock valve in supply line for gas kitchen stove or oven. Dryers are equipped with metal vent piping.
NFPA 101-9.2.2 Water heater Installed properly	

	Ventilating or heat-producing equipment shall be in accordance with NFPA 91, NFPA 211, NFPA 31, NFPA 54, or NFPA 70, as applicable, unless such installations are approved existing installations, which shall be permitted to be continued in service.	
	AHJ NOTE: Water heater equipped with a pressure relief device, and drain pipe. Gas water heaters mounted at least 18 inches above floor in garage area and properly vented to the exterior.	
<b>Rated Construction</b>		<b>Billable Amount</b>
NFPA 101 - 24.3.3.2 Approved interior wall and ceiling finish	interior wall and ceiling finish materials complying with Section 10.2 shall be Class A, Class B, or Class C.	
<b>Doors</b>		<b>Billable Amount</b>
NFPA 101 - 24.2.4.1 Doors are not less than 28 inches wide	Doors in the path of travel of a means of escape, other than bathroom doors in accordance with 24.2.4.2 and doors serving a room not exceeding 70 feet, shall be not less than 28 inches wide.	
NFPA 101 - 24.2.4.2 Bathroom doors are not less than 24 inches wide	Bathroom doors and doors serving a room not exceeding 70 feet shall be not less than 24 inches wide.	
NFPA 101 - 24.2.4.3 Doors are not less than 6 feet 6 inches in height	Doors shall be not less than 6 feet 6 inches in nominal height.	
NFPA 101 - 24.2.4.4 Closet doors can be opened from the inside	Every closet door latch shall be such that children can open the door from inside the closet.	
NFPA 101 - 24.2.4.5 Bathroom doors can be opened from the outside during an emergency when locked	Every bathroom door shall be designed to allow opening from the outside during an emergency when locked.	
NFPA 101 - 24.2.4.6 Doors swing or slide to open and close	Doors shall be swinging or sliding.	
NFPA 101 - 24.2.4.7 Doors operable without the use of a key, tools, or special knowledge	No door in any means of escape shall be locked against egress when the building is occupied. All locking devices that impede or prohibit egress or that cannot be easily disengaged shall be prohibited.	
	NFPA 101 - A.24.2.4.7 It is the intent of this requirement that security measures, where installed, do not prevent egress.	
<b>Egress</b>		<b>Billable Amount</b>
Multi-level has automatic fire suppression system OR NFPA 7.2.9 escape ladder.	Multi-level has automatic fire suppression system OR escape ladder.	
NFPA 101 - 24.2.2.2 Primary means of escape (unobstructed path to the outside)	The primary means of escape shall be a door, stairway, or ramp providing a means of unobstructed travel to the outside of the dwelling unit at street or the finished ground level.	
NFPA 101 - 24.2.2.3.1 Secondary means of escape (unobstructed path to the outside, at street)	It shall be a door, stairway, passage, or hall providing a way of unobstructed travel to the outside of the dwelling at street or the finished ground level that is independent of and remote from the primary means of escape.	
NFPA 101 - 24.2.2.3.2 Secondary means of escape (path not obstructed by locked door)	It shall be a passage through an adjacent non-lockable space, independent of and remote from the primary means of escape, to any approved means of escape.	
NFPA 101 - 24.2.2.3.3 Secondary means of egress (opens without use of tools, keys, or special knowledge)	It shall be an outside window or door operable from the inside without the use of tools, keys, or special effort.	
NFPA 101 - 24.2.2.3.3 Secondary means of egress (window dimensions)	It shall be an outside window or door operable from the inside without the use of tools, keys, or special effort and shall provide a clear opening of not less than 5.7 feet. The width shall be not less than 20 inches, and the height shall be not less than 24 inches. The bottom of the opening shall be not more than 44 inches above the floor.	
NFPA 101 - 24.2.5.6 All bedrooms and living areas above the first floor must be accessible by an approved set of stairs	Nosleeping rooms or living areas shall be accessible only by a ladder, a stair ladder, an alternating tread device or folding stairs, or through a trap door.	
NFPA 101 - 24.2.6.1 Hallways are not less than 36 inches wide	The width of hallways, other than existing approved hallways, which shall be permitted to continue to be used, shall be not less than 36 inches.	
NFPA 101 - 4.6.1.2 security bars are operable without the use of a key, tools, or special knowledge	Any requirements that are essential for the safety of building occupants and that are not specifically provided for by this code shall be determined by the authority having jurisdiction.	
	AHJ NOTE: security bars on windows must be releasable or removable from the inside without the use of a key, tool, or special knowledge.	
<b>Firearms</b>		<b>Billable Amount</b>
(no questions)		
<b>Fire Protection</b>		<b>Billable Amount</b>
NFPA 101 - 24.3.4.1 Smoke alarms or smoke detection system provided and operational	Smoke alarms or a smoke detection system shall be provided in accordance with either 24.3.4.1.1 or 24.3.4.1.2, as modified by 24.3.4.1.3.	
	NFPA 101 - 9.6.2.10.1 Where required by another section of this Code, single-station and multiple-station smoke alarms shall be in accordance with NFPA 72, National Fire Alarm and Signaling Code, unless otherwise provided in 9.6.2.10.3, 9.6.2.10.4, 9.6.2.10.5, or 9.6.2.10.6.	
NFPA 101 - 24.3.4.1.1 - Smoke alarms installed in proper locations	Smoke alarms shall be installed in accordance with NFPA 101 - 9.6.2.10 in all of the following locations:  (1) All sleeping rooms (2) Outside of each separate sleeping area, in the immediate vicinity of the sleeping rooms (3) On each level of the dwelling unit, including basements and top of the stairs	
	AHJ NOTE: The smoke alarms shall be installed according to manufacturer's instructions.	
NFPA 720, FC 915.4 carbon monoxide detector on each level	NFPA 720, FC 915.4	
TAC Rule 748.317 Fire extinguishers inspected annually	A licensed company must inspect each fire extinguisher at least annually and conduct any required service or testing. Newly purchased fire extinguishers do not require inspection during the first 12 months of service unless indicated by the monthly inspection.	
	You must keep documentation of the inspection and/or the purchase of new fire	

TAC Rule 7492913 Fire extinguishers installed properly

extinguishers at the operation for review. The documentation must indicate the date of the inspection and the inspector's name and telephone number.

A foster home must have a fire extinguisher in each kitchen and on each level of the home. The fire extinguisher must be serviced or replaced after each use.

AHJ NOTE: Fire extinguishers (minimum 2A-10BC) in kitchen area to protect the first 2000 sq. ft., and one for each floor above the first floor.

### Inspector Signature

Inspector's Name  
Inspector's Rank  
Inspector's Phone(s): Work  
Inspector's Email(s)  
Inspector Signature line  
Inspector's Signature Capture

Occupant Signature line  
Representative Signature Capture(s)  
Next inspection Date and Type  
Closing Notes: