

FOSTER HOME & ADOPTION - CHECK LIST

April 1, 2024

Foster homes for children are regulated by the Texas Department of Protective and Regulatory Services (TDPRS). As a condition for licensing by the State of Texas, foster homes must pass an annual fire/safety inspection. TDPRS requires the same inspection before approving an adoption.

This check list includes, but is not limited to, the standards of a Fire Prevention Checklist (form 3003) published by the TDPRS. This Check List includes additional requirements imposed by the Jollyville Fire Marshal. Some items require only discussion or briefing.

LIST AS "*CORRECTIONS REQUIRED*" ON INSPECTION REPORT FORM IF FAILS

1. The emergency number for FIRE, POLICE or AMBULANCE is 911. The numbers for monitoring alarm companies to use is (512) 864-8282.
2. The address (unit number if applicable) should be easily visible from the street.
3. The exterior grounds of the property should be free of trash, tall dry weeds, grass or brush and any other accumulated combustibles that could be a fire hazard.
4. The inside of the residence should be free of rubbish. Check the garage and attic.
5. The dwelling will have at least two unblocked exits to the outside. One of these may be a window that is easy to open without the use of a key or tool. All bedrooms must have a normal door for primary escape and one normal sized unblocked window for emergency escape, or rescue, that is easy to open from the inside without the use of a key or tool.
6. The only approved dwelling heating system will be a CENTRAL HEAT UNIT that is listed (approved) by a nationally recognized standards organization such as UL or the American Gas Association and installed according to accepted standards. All other types of heating including electric, gas or liquid fueled space heaters, are not be used *without the written approval of the Jollyville Fire Marshal*.
7. Properly mounted smoke detectors shall be outside of each sleeping area in the immediate vicinity of the bedrooms. Smoke detectors are also required to be located inside each bedroom. Test monthly and if battery operated, change batteries each year. Check for proper operation.
8. At least one fire extinguisher with a UL type and size classification of at least 2-A:10-B:C will be mounted in a visible and accessible location in or near the kitchen exit. Check for adequate pressure and that the safety pin is secured in place. A minimum 5lb extinguisher will be stored on each level of a multi-story residence.

9. Fire extinguishers must be serviced annually by a State licensed inspector and recorded on an attached service tag. Service tag is not required if extinguisher is less than one year old and proof of purchase date is provided.
10. Inspect electrical cords plugged into outlets for sound condition. Extension cords are for temporary and occasional use only. Electrical cords should not run under floor covering, over nails, hooks, metal edges, through walls, ceilings, or partitions. They should not be where they will be stepped on.
11. Electrical devices, switches and outlets will have cover plates in place. Electrical outlets accessible to children must have child resistant covers installed.
12. Gas appliances must have approved metal tubing and connectors. There shall be no storage inside cabinets or closets enclosing gas appliances.
13. There should be no holes or gaps in wall and ceiling covering material that could allow fire spread.
14. Portable propane cylinders of over 1¼ pound capacity (about 3" X 12" cylinder) should not be stored or used in buildings or garages or kept closer than 5 feet from a building.
15. There should be a fire escape plan and designated outside assembly point.
16. Fire drills should be practiced regularly and at least every other month.
17. There should be an alerting bell or alarm to signal an emergency.
18. Keep stoves, ovens and vent hoods clean.
19. Wood burning or gas fireplaces must be protected with a spark screen or guard.
20. Matches and lighters are kept out of the reach of children.
21. Do not have candles or fuel oil lamps burning that are not attended by an adult in the room. Burning of candles or fuel oil lamps is not allowed in apartments.
22. If small children are present, hazardous materials will be kept where children cannot access them. This includes, but is not limited to, any medications, insecticides, bleach, drain cleaners, toilet cleaners, paint thinner, paint products, gasoline, oven cleaners, ammonia, automatic dishwasher detergent, and pool treatment chemicals.
23. Flammable liquids not to exceed five gallons will be stored in code approved safety cans and kept away from heat and children.
24. The area around clothes dryers and dryer vents are free of lint. The dryer lint trap should be cleaned before each use.

DISCUSSION ITEMS

1. In the event of a fire or other emergency dial 911.
2. Explain the reason for feeling for heat before opening a door that could lead into a fire area. Explain how to cautiously open the door just enough to look for fire or heavy smoke. Brief on the importance of keeping low to the floor in a smoke environment.
3. If the dwelling has rooms above the ground floor, discuss optional egress methods such as first floor roof access or chain/rope fire escape ladders. If the door exit is not usable because of fire, heat or heavy smoke, keep the door closed and go to a window for escape or rescue.
4. If there is a fire, have all occupants exit the house. It is important to close all doors when exiting rooms and the building proper to reduce smoke spread and fire intensity.
5. If the fire is small, consider using the fire extinguisher. The required fire extinguisher is effective on all types of fires and is safe to use on energized electrical equipment. Know how to use the extinguisher before it needs to be used.
6. Always call or have someone call the fire department (911) before any fire fighting attempts.
7. When using an extinguisher, keep your back toward an exit, aim at the base of the fire from about 6 to 8 feet away. Avoid breathing smoke. If the fire becomes too big, get out and close the door behind you.
8. If there is a fire on the stove top, use the fire extinguisher. Turn off the heat when this can be done safely. Do not use flour, salt, sugar, or try to smother the fire with towels or other items.
9. If there is a fire in an oven, microwave or clothes dryer, keep the door closed and turn off the heat. Be prepared to use the fire extinguisher if the fire extends outside of these appliances.
10. Never re-enter a burning or smoke-filled structure. Meet and brief the fire department. Tell the senior firefighter if there are people or animals inside and the location of the fire, if known.