

Child Passenger Safety Checklist

Use blue, black, or #2 pencil and for mistakes use wite-out correction tape.

Fill in boxes, from left to right one letter/number per box

1	2	3	A	B	C
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 Fill in circles like this ●

Caregiver First Name (Person Receiving Information)

Caregiver Last Name

Street Address

City State Zip

Phone - - Email Address

Vehicle Make/Mfg. (e.g. Chevy, Buick) Vehicle Model (e.g. Malibu, Enclave) Vehicle Year

Caregiver signature _____ Today's Date / / 2011
Month Day Year

STOP HERE

CHILD NUMBER ONE

Child Present Unborn Yes No

Seat Checked Before? Yes No

Child's age { Days Month(s) Year(s) Height Weight/lbs

Child First Name

Child Birth Date DOB (MM/DD/YYYY) / /

ON ARRIVAL

1. Child/CSS location in vehicle

front row back 3rd row Other seating location Explain:

2. Child /CSS installed using (select all that apply)

No CSS (Mark - Go to #18) Integrated Seat (Mark - Go to #7) Uninstalled Seatbelt Tether Lower anchors RF only w/ base RF convertible BP Booster FF w/ harness Lap/Shoulder (Mark -Go to #17) Car bed Lap only (Mark - Go to #17) Vest Unrestrained (Mark - Go to #18)

3. Restraint type:

RF only w/o base Base only FF w/ harness Lap/Shoulder (Mark -Go to #17) Car bed RF only w/ base RF convertible BP Booster Lap only (Mark - Go to #17) Vest

4. CSS MFG:

Baby Trend Chicco Evenflo Hauck Orbit Recaro Regal Lager/Cybex Dorel (Cosco, Eddie Bauer, Safety 1st,Maxi Cosi) Other

Britax Uppa Babby Graco Clek Peg Perego Diono (Sunshine Kids)

5. Model Number

6. Mfg Date (MM/DD/YYYY)

FINDINGS

	Yes	No	N/A
7. CSS history known	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. CSS involved in a crash	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. CSS labels missing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. CSS expired	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11. CSS recalled	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12. CSS correct direction	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13. CSS Harness correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14. Recline Angle correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15. Lower anchors correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16. Tether correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17. Seatbelt correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ON DEPARTURE

18. Child/CSS location in vehicle

front row back 3rd row Other seating location Explain:

19. Child/CSS installed using (select all that apply)

No CSS Uninstalled Seatbelt Tether Lower anchors Integrated Seat (Mark - Go to 25)

20. Coalition provided a new CSS? Yes No

21. Restraint type:

RF only w/o base Base only FF w/ harness Lap/Shoulder Car bed RF only w/ base RF convertible BP Booster Lap only Vest

22. CSS MFG:

Same as 4,5,6 (Mark - Go to 25) Baby Trend Chicco Evenflo Hauck Orbit Recaro Regal Lager/Cybex Dorel (Cosco, Eddie Bauer, Safety 1st,Maxi Cosi) Other

Britax Uppa Babby Graco Clek Peg Perego Diono (Sunshine Kids)

23. Model Number:

24. Mfg Date (MM/DD/YYYY):

25. Child / CR Correct Yes No

26. CSS/Vehicle Compatible Yes No

27. Education materials given Yes No

Technician discussed: (Select all that apply)

28. Airbags

29. Unused seatbelt

30. Projectiles

31. Unattended children in or around cars

32. Next steps

Caregiver sign off: Yes No N/A

33. I harnessed child/doll in CSS

34. I participated/installed CSS today

Caregiver initials Donation \$

Comments

Tech Last Name Worked alone

Tech Last Name Senior Checker

Tech Number

Tech Number

COALITION #

CPS CLASS Special Needs

Partner #

Draft



CHILD NUMBER TWO

Child Present Unborn Yes No

Seat Checked Before? Yes No

Child First Name

Grid for child first name

Child's age

Days, Month(s), Year(s) boxes

Height

Height boxes

Weight/lbs

Weight/lbs boxes

Child Birth Date DOB (MM/DD/YYYY)

DOB boxes

ON ARRIVAL

1. Child/CSS location in vehicle

Location options: front row, back, 3rd row, Other seating location

2. CSS installed using (select all that apply)

Installation options: No CSS, Uninstalled, Seatbelt, Tether, Lower anchors, Integrated Seat, Unrestrained

3. Restraint type:

Restraint options: RF only w/o base, Base only, FF w/ harness, Lap/Shoulder, Car bed, RF only w/ base, RF convertible, BP Booster, Lap only, Vest

4. CSS MFG:

MFG options: Baby Trend, Chicco, Evenflo, Hauck, Orbit, Recaro, Regal Lager/Cybex, Dorel, Other

5. Model Number

Model Number box

6. Mfg Date (MM/DD/YYYY)

Mfg Date boxes

FINDINGS

Findings table with Yes/No/N/A columns for items 7-17

ON DEPARTURE

18. Child/CSS location in vehicle

Location options: front row, back, 3rd row, Other seating location

19. CSS installed using (select all that apply)

Installation options: No CSS, Uninstalled, Seatbelt, Tether, Lower anchors, Integrated Seat

20. Coalition provided a new CSS?

Coalition provided a new CSS? Yes/No

21. Restraint type:

Restraint options: RF only w/o base, Base only, FF w/ harness, Lap/Shoulder, Car bed, RF only w/ base, RF convertible, BP Booster, Lap only, Vest

22. CSS MFG:

MFG options: Same as 4,5,6, Baby Trend, Chicco, Evenflo, Hauck, Orbit, Recaro, Regal Lager/Cybex, Dorel, Other

23. Model Number:

Model Number box

24. Mfg Date (MM/DD/YYYY):

Mfg Date boxes

Checklist items 25-27: Child /CR Correct, CSS/Vehicle Compatible, Education materials given

Technician discussed: (Select all that apply)

Technician discussed options: Airbags, Unused seatbelt, Projectiles, Unattended children in or around cars, Next steps

Caregiver sign off:

Caregiver sign off items 33-34, Caregiver initials, Donation \$

Comments

Comments box

Tech Last Name, Worked alone checkbox, Tech Number boxes

Tech Number boxes

COALITION #

Coalition # boxes

Tech Last Name, Senior Checker checkbox, Tech Number boxes

Tech Number boxes

Partner #

CPS CLASS, Special Needs checkboxes

Partner # boxes

QUICK REFERENCE

Direction

Babies less than 2 should ride in a rear-facing position to protect the spine and neck. Babies who have outgrown the infant only child restraint (CR) should switch to a convertible CR and use it rear-facing up to the highest height or weight (usually 30-45 pounds) permitted by the manufacturer. At a minimum, children MUST be age 1 and 20 pounds before facing forward. CR selection may be limited by what fits in the vehicle.

Location

All children under age 13 should ride in a back seat. If a child must ride in the front seat, then the child with a full harness CR or properly adjusted shoulder belt, seated in the correct forward facing and upright position, should sit there. Move the vehicle seat back as far away from the airbag as possible. For older children sitting in safety belts next to side airbags, remind them to sit straight up and avoid resting their heads on a window or structural pillar of the vehicle.

Harness

Rear-facing CR harness straps should pass through the slots at or below the child's shoulders. The forward facing CR harness straps should pass through the slots at or above the child's shoulders. Read CR instructions. Use all CRs until the upper height or weight limits are met. A child is too large for the CR when the shoulders are above the top FF harness slots, the child's head is within 1 inch of the top of the rear facing CR or he exceeds CR weight or height limits. Harness straps must lay flat on the chest and over the hips. Harness straps must pass the "pinch" test: when the buckled straps are pinched at the shoulder, there should be no slack or extra webbing. The harness retainer clip must sit at the child's armpit level, and the straps must be threaded properly through the clip.

Belt-Positioning Booster (BPB) Seats

Use all BPBs with vehicle lap and shoulder safety belts. Check BPB instructions for use with switchable shoulder belts. Special products, such as vests and Y harnesses used with a booster base, must be used according to manufacturer's instructions and the vehicle owner's manual. Many children will be between 8-12 years before the safety belt alone fits properly. Use a BPB until that time.

Installation: Fully read and follow all labels plus CR and vehicle manuals for every CR installation.

Never install a rear-facing CR in front of a frontal airbag. No system is fail-safe, so even if the passenger sensing system or airbag switch shows the right front passenger frontal airbag is turned off, secure rear-facing CRs in a back seat. Safety belts must pass through the CR exactly as the manufacturer directs. CRs must not move more than 1 inch side to side or front to back when grasped at the belt path. In general, use either lower anchors or safety belt, not both together, unless allowed by both the CR and vehicle manufacturers. Check vehicle manuals to identify designated lower anchor and tether anchor locations. Always use the top tether when directed by the CR and vehicle instructions. Follow the current LATCH Manual if further guidance or clarification is needed. LATCH weight limits must be followed. Heavier children who ride in a harness CR may require special arrangements. Seat belts in vehicles made after 1996 meet lockability requirements, so no locking clip should be needed. Always test vehicle safety belts to be sure they are locked at either the retractor or latchplate unless a lock off or locking clip has been used to secure the car seat. Treat unused safety belts as you would any cord by ensuring that they are out of reach of children, and that caregivers are aware of entanglement danger. Technology (e.g., inflatable seat belts) changes regularly and requires your full attention. You must read manuals! This summary does not take the place of reading manuals.

Child Ready for Safety Belt

With the child's back and bottom against vehicle seat back, the knees should bend naturally at vehicle seat edge. When the safety belt is buckled, the lap belt fits low on the hips, touching the thighs, and the shoulder belt rests between neck and shoulder on the collarbone. Never place the shoulder belt under arms or behind backs. Optimally, the child's feet should touch the floor.

Other

Remind caregivers to NEVER LEAVE A CHILD ALONE IN A CAR. The CR is not a babysitter. Children should not spend excessive amounts of time in a CR when outside of a vehicle.

