



Child and Youth Program Inspection Guidance

Guidance

The OPNAVINST 1700-9E CH-1 provides all requirements for Child Youth Programs, including health and sanitation requirements. Child Youth Programs includes Youth Recreational Centers, Child Development Centers (CDC) and Child Development Homes (CDH). Additional guidance on detailed information regarding Navy Child and Youth Programs (CYP) can be found in their Operating Manual at [Child and Youth Programs Quality Assurance Standards Manual](#)

Inspection Frequencies *(Inspections are Unannounced)*

Annual inspections for CDC, SAC, Youth and CDH Programs (MDTI / Comprehensive):

1 x Multi-Disciplinary Team Inspection (MDTI), with members appointed by the responsible commander which involves PMD, according to CNICINST 1700.9E

1 x Annual Comprehensive Health and Sanitation Inspection using one of the following forms:

- For Facilities Based Programs use [CNICCYP 1700/28](#)
- For Family Child Care Homes use [CNICCYP 1700/13A](#)

CYP preparing food (Inspected Monthly):

12 x Galley Inspections which must be conducted once per month using DD FORM 2973 (must include infant formula prep stations/storage). The comprehensive inspection must be conducted separately from monthly food sanitation inspections.

CYP not preparing food (Inspected Quarterly):

3 x Inspections using command/locally generated inspection form.

The comprehensive inspection can count as one of the quarterly inspections.

Forms:

Annual = [Navy CYP Comprehensive Health Sanitation Checklist \(Facilities Based Programs\)](#)

Annual = [Navy CYP Child Development Home Health and Sanitation Checklist](#)

Quarterly = Command/Local Form with one inspection being an annual comprehensive inspection

Monthly = [Food Sanitation Inspection Form DD2973](#)

For more information on Child and Youth Program Inspections:

Learn more: [Child and Youth Program Document Library \(CYP Standards\)](#)

Learn more: [Child and Youth Programs Quality Assurance Standards Manual](#)

Learn more: [Marine Corps Children, Youth and Teen Programs – MCO P1710.30E](#)

Learn more: [Child and Youth Programs – OPNAVINST 1700.9E CH-1 \(24 SEP 2012\)](#)