Attachment C

# GEORGIA DEPARTMENT of COMMUNITY HEALTH

## Child Safety Seat Check List

**INSTRUCTIONS:** Please fill in one Car Seat Checklist for each vehicle. Fill in the boxes with capital letters only. Leave a space between each word. Fill in the ovals completely.

Driver's First Name

Driver's Last Name

Address

City

State

Zip

Telephone Number — —

E-mail Address

Vehicle Manufacturer
(eg. Chevy, Pontiac, Ford, Honda, Nissan, Hyundai, etc)

Vehicle Model
(eg. Silverado, Grand Am, Altima, De'ville, Malibu, Blazer, etc)

Vehicle Year

How did you hear about this event? ⬭ Flier ⬭ TV ⬭ Web ⬭ Radio ⬭ Newspaper ⬭ Friend/ Relative ⬭ Daycare ⬭ School ⬭ Drove by Event ⬭ Other

May we add you to our mailing list? ⬭ Yes ⬭ No

I understand and agree that the sole purpose of this program is to help reduce the incidence of the improper installation of car seats; that this inspection is being provided as a free service to me; that this program cannot fully evaluate the quality, safety, or condition of the car seat, the car seat provided or any component of my vehicle, including the seats or safety belts; and that this program cannot guarantee my child's safety in a vehicle collision. However, I understand that a properly used child safety seat can reduce fatal injury by 71% for infants and by 54% for toddlers and that it is important to read both the vehicle and car seat instruction manuals.

For these reasons, I hearby release Georgia Department of Commuinty Health and each of it's divisions, subsidiaries and other operating entities; and any program participants, from any present or future liability for any injuries or damages that may result from vehicle collision or otherwise.

Driver's Signature

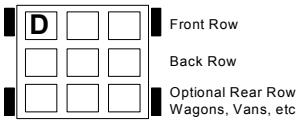
Date (month-day-year) — —

**OFFICIAL USE ONLY**

Child's First Name

Describe how child arrived:

1. Child's Age Yrs Months
2. Child present? ⬭ Yes ⬭ No
3. Expectant mom? ⬭ Yes ⬭ No
4. Child's DOB — —
5. Wt: Hgt ( in inches)
6. CSS involved in crash? ⬭ Yes ⬭ No ⬭ NA
7. Child location in Vehicle




**X** - *indicates arrival position;* **M** - *for new position*

8. Airbag near child? ⬭ Yes ⬭ No
9. CSS type (refer to key)
   ⬭ IO ⬭ BPB ⬭ L/S belt
   ⬭ IO Base ⬭ FF/ Harness ⬭ None
   ⬭ RF Conv ⬭ Lap Belt ⬭ Other
   ⬭ Special Needs
10. CSS: correct direction? ⬭ Yes ⬭ No
11. Harness: correct? ⬭ Yes ⬭ No ⬭ NA
12. Harness: passes pinch test? ⬭ Yes ⬭ No ⬭ NA
13. Seat Belt: correctly routed? ⬭ Yes ⬭ No ⬭ NA
14. Seat belt: locked/tight/correct? ⬭ Yes ⬭ No ⬭ NA
15. LATCH: correct? ⬭ Yes ⬭ No ⬭ NA
16. Tether: correct? ⬭ Yes ⬭ No ⬭ NA
17. CSS Make/Mfg
18. CSS Model Number
19. CSS Mfg Date (mm-dd-yyyy) — —
20. Label missing? ⬭ Yes ⬭ No
21. Recall? ⬭ Yes ⬭ No
22. Replaced CSS ? ⬭ Yes ⬭ No
23. CSS checked before ? ⬭ Yes ⬭ No
24. If yes, how many times? ⬭ 1 ⬭ 2 ⬭ 3 ⬭ 4

***Replacement CSS***

25. CSS Make/Mfg
26. CSS Model Number
27. CSS Mfg Date (mm-dd-yyyy) — —

Warranty card sent? ⬭ Yes ⬭ No

28. Parent installed CSS? ⬭ Yes ⬭ No
29. Parent adjusted harness and SB/LATCH? ⬭ Yes ⬭ No
30. Parent initials
31. Senior Checker initials
32. Tech initials
33. Tech cert. #

**Must Be Completed - Check All That Apply**

⬭ No misuse observed
⬭ All corrections made
⬭ Child arrived w/o CSS
⬭ CSS provided by coalition
⬭ CSS arrived uninstalled
⬭ Recommended a new CSS
⬭ Recall information provided
⬭ Not all corrections made (explain in comments)
⬭ Contribution collected (note ck # and amount in comments)
⬭ Education Materials Provided
⬭ Voucher given

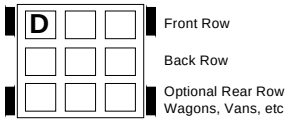
**Comments:**

## OFFICIAL USE ONLY

Child's First Name

Describe how child arrived:

1. Child's Age ___ Yrs ___ Months
2. Child present? ⬭ Yes ⬭ No
3. Expectant mom? ⬭ Yes ⬭ No
4. Child's DOB ___ — ___ — ____
5. Wt: ___ Hgt ( in inches) ___
6. CSS involved in crash? ⬭ Yes ⬭ No ⬭ NA
7. Child location in Vehicle

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Comments:

### Key to CSS Type

IO= Infant Only
IO Base = Infant only with base
RF Conv = Rear-facing convertible
FF/harness = Forward-facing with harness
BPB = Belt-positioning booster
L/S belt = Lap/shoulder belt

| | |
|---|---|
| **Direction** | Infants less than 1 year and 20 pounds must ride semi-reclined in a rear-facing position to protect the spine and neck. It is recommended that infants and toddlers ride rear facing in a convertible infant/toddler seat up to 35 pounds or the maxium weight specified by the manufacturer. |
| **Location** | All children under the age of 13 should ride in the back seat.<br>If a forward-facing child must ride in the front seat, then the child with the most upper body protection should be selected to sit there.<br>Move the vehicle seat back as far away from the airbag as possible.<br>If the vehicle has side airbags or curtains, check the vehicle owner's manual and child restraint manual for instruction.<br>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** | Infant seat harness straps should pass through the slots at or below the rear-facing baby's shoulders.<br>Toddler seat harness straps should pass through the slots at or above the forward-facing toddler's shoulders. Read seat instructions.<br>A toddler is too large for a harness when the shoulders are above the top harness slots, regardless of weight.<br>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 shoulders, there should be no slack or extra webbing.<br>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 Seats** | Boosters are used only with lap/shoulder safety belts.<br>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. |
| **Installation** | Never install a rear-facing car seat in front of an airbag that cannot be turned off. Newer "smart" airbags may automatically deactivate, but follow the manufacturer's instructions completely.<br>Safety belts must pass through the car seat exactly where the manufacturer directs.<br>The car seat must not move more than 1 inch side to side or front to back when grasped at the belt path.<br>Use the tether as directed by the manufacturer and the vehicle owner's manual.<br>LATCH anchors are used only if both the vehicle and the car seat are equipped.<br>Check vehicle manufacturer's manual to identify designated LATCH and tether locations. Follow manufacturer's instruction.<br>Tethers are never attached to the lower anchor bars.<br>Use tethers on rear-facing car seats only if the manufacturer so directs.<br>Vehicles made after 1996 should meet federal lockability requirements; no locking clips should be needed.<br>Test vehicle safety belts by buckling the safety belt and pulling slightly upward on the lap belt.<br>Tethers may be used in some vehicles to under 48 pounds and in others to 60 pounds. Older children who ride in harnessed seats will require special arrangements. |
| **Child Ready for Safety Belt** | With the child's back and bottom against the seat back, the knees should bend naturally at the vehicle seat edge.<br>When the safety belt is buckled, the lap belt fits low on the hips, and the shoulder belt rests between the neck and shoulders on the collarbone.<br>The shoulder belt is never placed under the arm or behind the back.<br>Optimally, the child's feet should touch the floor. |

*This list is not exhaustive and should not be relied upon in place of the NHTSA 32-hour standardized cirriculum.*