Child Passenger Safety Checklist

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

<table>
<thead>
<tr>
<th>Event</th>
<th>Inspection Station</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tech Number</td>
<td>Senior Checker Tech Number</td>
</tr>
</tbody>
</table>

### Child Number One

<table>
<thead>
<tr>
<th>Child Present</th>
<th>Unborn</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seat Checked Before?</td>
<td>Yes</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Child First Name</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Child Birth Date

- Day(s)
- Month(s)
- Year(s)

#### Child’s age

- Days
- Month(s)
- Year(s)

#### Child Birth Date

- (MM/DD/YYYY)

#### FINDINGS

1. CSS history known
2. CSS involved in a crash
3. CSS labels missing
4. CSS expired
5. CSS recalled
6. CSS correct direction
7. CSS Harness correct
8. CSS MFG:
   - Same as 4,5,6 (Mark - Go to #25)
   - Britax
   - Chicco
   - Evenflo
   - Harmony
   - Orbit
   - Recaro
   - Learning Curve - 1st Years
   - Dorel (Cosco, Eddie Bauer, Safety 1st, Maxi Cosi)
   - Other
9. Integrated Seat
10. Lower anchors correct
11. Tether correct
12. Seatbelt correct
13. Child’s age
14. Recline Angle correct
15. Lower anchors correct
16. Tether correct
17. Lap/Shoulder
18. CSS installed using (select all that apply)
   - No CSS (Mark - Go to #18)
   - Integrated Seat (Mark - Go to #17)
   - Other seating location
19. CSS installed using (select all that apply)
   - No CSS
   - Uninstalled
   - Seatbelt
   - Tether
   - Lower anchors
20. Coalition provided a new CSS?
21. Coalition provided a new CSS?
22. CSS MFG:
   - D | back
   - D | 3rd row
   - L | front row
   - L | back
   - L | 3rd row
   - R | front row
   - R | back
   - R | 3rd row
   - Other
23. Model Number:
24. Mfg Date (MM/DD/YYYY):
25. ALL CORRECTIONS MADE?
26. CSS/Vehicle Compatible
27. Education materials given
28. Technician discussed: (Select all that apply)
29. I participated/installed CSS today
30. Next steps
31. Caregiver sign off:
32. I harnessed child in CSS
33. I participated/installed CSS today
34. Caregiver intials
35. Donation $
## ON ARRIVAL

1. **Child/CSS location in vehicle**
   - D - Front row
   - Other seating location

2. **CSS installed using (select all that apply)**
   - NCS (Mark - Go to #18)
   - Integrated Seat (Mark - Go to #7)
   - Uninstalled
   - Seatbelt
   - Tether
   - Lower anchors

3. **Restraint type:**
   - RF only w/o base
   - Base only
   - FF w/ harness
   - Lap/Shoulder (Mark - Go to #17)
   - Car bed

4. **CSS MFG:**
   - Baby Trend
   - Chicco
   - Eventift
   - Harmony
   - Orbit
   - Recaro
   - Sunshine Kids

5. **Model Number**

6. **Mfg Date (MM/DD/YYYY)**
   - Lap/Shoulder
   - FF w/ harness
   - Base only
   - RF only w/o base

7. **CSS history known**
   - No
   - Yes

8. **CSS involved in a crash**
   - No
   - Yes

9. **CSS labels missing**
   - Yes
   - No

10. **CSS expired**
    - Yes
    - No

11. **CSS involved in a crash**
    - Yes
    - No

12. **CSS correct direction**
    - Yes
    - No

13. **CSS Harness correct**
    - Yes
    - No

14. **Recline Angle correct**
    - Yes
    - No

15. **Lower anchors correct**
    - Yes
    - No

16. **Tether correct**
    - Yes
    - No

17. **Seatbelt correct**
    - Yes
    - No

18. **Coalition provided a new CSS?**
    - Yes
    - No

19. **Restraint type:**
    - RF only w/o base
    - RF only w/o base

20. **Coalition discussed: (Select all that apply)**
    - Lap/Shoulder
    - RF only w/o base

21. **Mfg Date (MM/DD/YYYY)**
    - Yes
    - No

22. **CSS MFG:**
    - Same as 4,5,6 (Mark - Go to 25)

23. **Model Number:**
    - Yes
    - No

24. **Child/CSS location in vehicle**
    - D - Front row
    - Other seating location

25. **ALL CORRECTIONS MADE?**
    - Yes
    - No

26. **CSS/Vehicle Compatible**
    - Yes
    - No

27. **Education materials given**
    - Yes
    - No

28. **Caregiver sign off:**
    - Yes
    - No

29. **I participated/installed CSS today**
    - Yes
    - No

30. **I consented/installed CSS today**
    - Yes
    - No

31. **Caregiver initials**
    - YES
    - NO

32. **Donation**
    - YES
    - NO

33. **FINDINGS**

34. **COALITION #**

35. **EVENT**

36. **INSPECTION STATION**

### QUICK REFERENCE

**Directions**
- 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.
- 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 2 and 20 pounds before facing forward. CR selection may be limited by what fits in the vehicle.
- Children should not spend excessive amounts of time in a CR when outside of a vehicle.

**Restrains**
- Adjust harness straps so that there is no slack when the belt is pinched at the shoulder. The harness retainer strap must be low on 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 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 stay flat on the chest and over the harness straps while the child is 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 a harnessed CR require special arrangements. Check with the vehicle manufacturer.

**Vehicle**
- Fully read the vehicle and CR manufacturer's instructions. In most cases use either LATCH or safety belts, not both together. There are a few BPB that use both lower anchors for the BPB and a seat belt for the child. Never install a rear-facing CR in front of an airbag. Even if the passenger sensing system or airbag switch has turned off the right front passenger front airbag, the system is still safe. Secure rear-facing CRs in a back seat. Follow manufacturer's instructions. Safety belts must pass through the CR exactly where and end and how the manufacturer directs. CRs must not move more than 1 inch side to side or front to back when grasped at the belt path. LATCH anchors are used only if both the vehicle and the CR are equipped. Check vehicle manual to identify designated LATCH and tether locations. Always use the top tether as directed by the manufacturer and the vehicle owner's manual. Tethers are never attached to the lower anchor bars. Use tethers on a rear-facing CR only if the manufacturer so directs. Vehicles made after 1996 meet federal safety belt lockability requirements; no locking clip should be needed. Test vehicle safety belts to be sure they are locked at either the latchplate or latchplate. Tethers may be used in some vehicles to 40 or 48 pounds (weight of child) in others to 60 pounds (weight of child plus CR). Heavier children who ride in a harnessed CR require special arrangements. Check with the vehicle manufacturer. Treat unused safety belts as you would any other cords. They are not toys and can be hazardous if used for any purpose other than restraint.

**Recommendations**
- Child Ready for Safety Belt
  - The child's head and bottom should fit natural 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 back. Optimally, the child's feet should touch the floor.

- Check with the vehicle's manual for details, but in general:
  - For Child Safety Seat:
    - The child's head and bottom should fit natural 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 back. Optimally, the child's feet should touch the floor.
  - For Booster Seat:
    - The child's head and bottom should fit natural 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 back. Optimally, the child's feet should touch the floor.

- Children should not spend excessive amounts of time in a CR when outside of a vehicle.

This list is not exhaustive and should not be relied upon in place of the NHTSA standardized curriculum.