# **Asbestos Enrollment Survey for Child Care Facilities**















# Welcome







- 1. Overview
- 2. Contact Information
- 3. Address Information
- Building Information
- Student

  Demographics
- # Asbestos Questions
- Document Upload
- Finalize

#### Welcome

The asbestos enrollment survey will walk you through a series of questions related to your facility and will gather information on any asbestos-containing materials in your building(s).

There are seven sections to the survey:

- 1. Welcome
- 2. Building Information
- 3. Student Demographics
- 4. Asbestos Questions
- 5. Renovations
- 6. Document Upload
- 7. Finalize

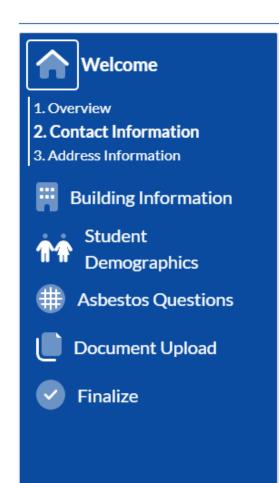
You must save your progress on each page. You can sign out and come back to complete your enrollment survey at any time.

Your enrollment is not finished until you complete and submit the survey.

Click the Next button below to begin.

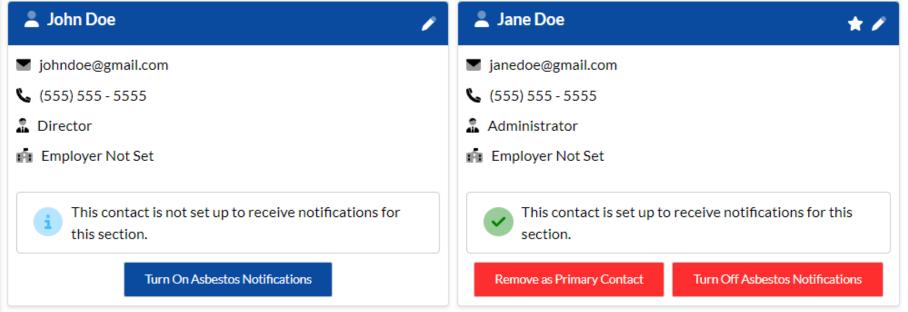
Note that the lead-based paint and lead in water surveys are in other sections and must be completed separately.





On this page, you may add personnel to receive email updates about your facility's progress in the asbestos section of our program. Added personnel must attend the pre-enrollment webinar and create an account to register before they can view or edit your facility's survey in the portal. Unregistered personnel will still receive email updates when added as a contact here.

+ Add Contact



Previous



- 1. Overview
- 2. Contact Information
- 3. Address Information





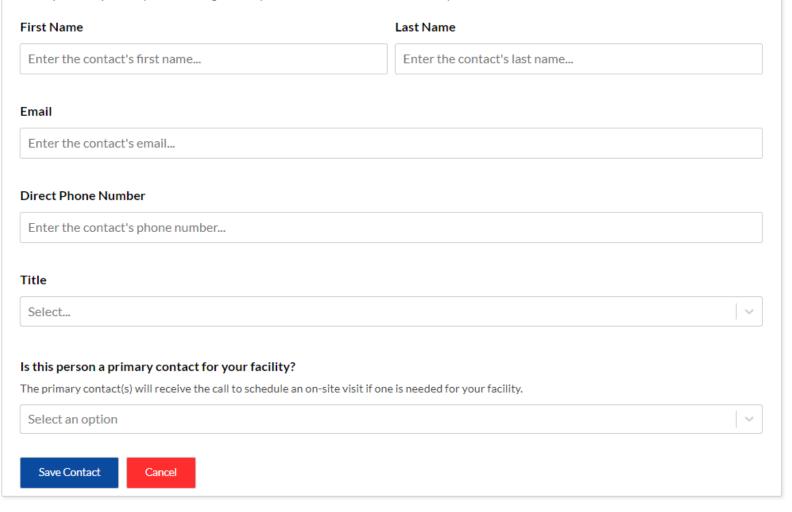




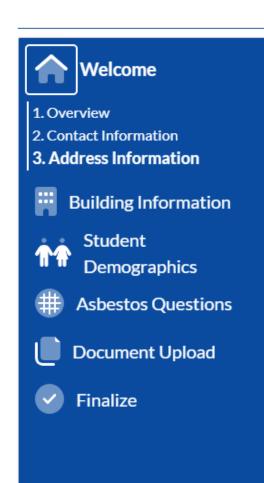


#### **Add Contact**

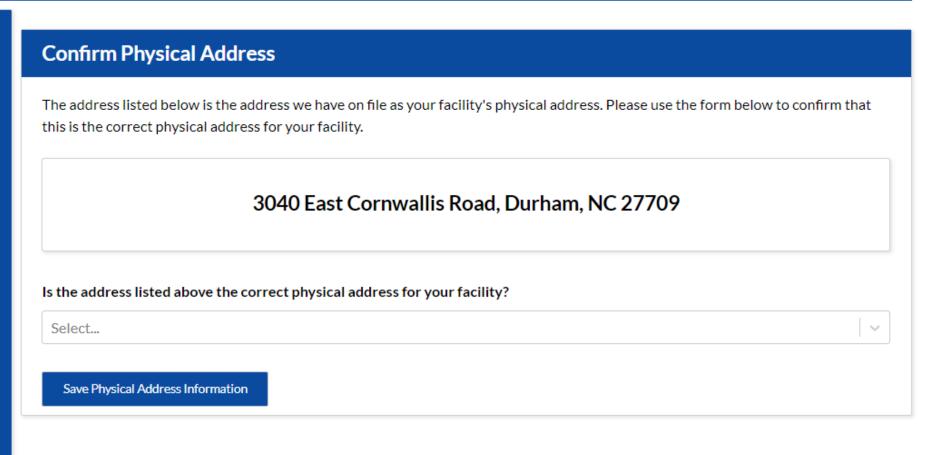
On this page, you may add personnel to receive email updates about your facility's progress in the asbestos section of our program. Added personnel must attend the pre-enrollment webinar and create an account to register before they can view or edit your facility's survey in the portal. Unregistered personnel will still receive email updates when added as a contact here.



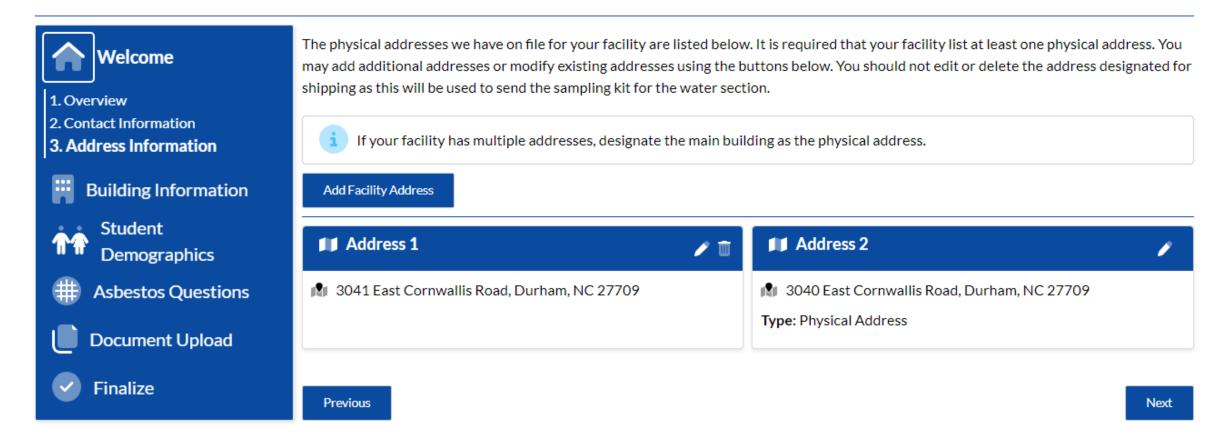




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- 1. Overview
- 2. Contact Information
- 3. Address Information



**Building Information** 



Student Demographics



**Asbestos Questions** 



**Document Upload** 



**Finalize** 

#### **Add Facility Address**

The physical addresses we have on file for your facility are listed below. It is required that your facility list at least one physical address. You may add additional addresses or modify existing addresses using the buttons below. You should not edit or delete the address designated for shipping as this will be used to send the sampling kit for the water section.



If your facility has multiple addresses, designate the main building as the physical address.

#### Address

Enter your current address...

#### Address Details

Enter your detail (apt, suite, unit, building, floor, etc)...

City State ZIP Code

Enter your city...

Select...

Enter your ZIP code...

Address Types

Select...

Save Address

Cancel

~



# **Building Information**







Welcome



**Building Information** 

- 1. Overview
- 2. Center Information
- 3. Buildings
- 4. Center Scheduling



Student

Demographics



**Asbestos Questions** 



**Document Upload** 



**Finalize** 

# **Building Information**

In this section, we will collect general information about your facility and details about your building(s).

Click the Next button below to continue.

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Welcome



**Building Information** 

- 1. Overview
- 2. Center Information
- 3. Buildings
- 4. Center Scheduling



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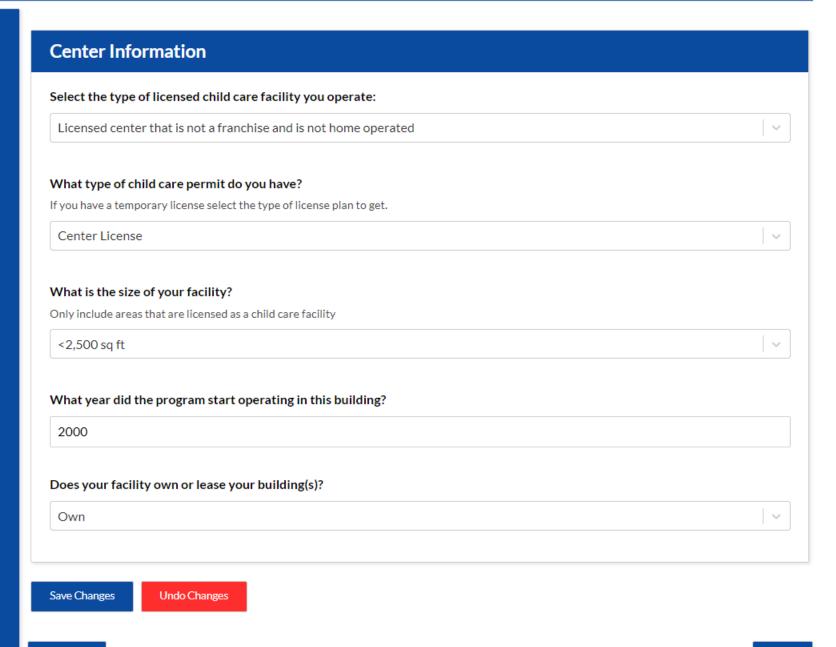
**Asbestos Questions** 



**Document Upload** 



**Finalize** 



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Building Information

- 1. Overview
- 2. Center Information
- 3. Buildings
- 4. Center Scheduling



Demographics



**Asbestos Questions** 



**Document Upload** 



**✓** Finalize

Lease	
	t is your responsibility to contact your building owner and keep them informed throughout program participation. Ask or assistance if you do not know the answer to any questions.

Building Owner Information
Who owns the building? (Name of Person or Company)
John Doe
Enter the building owner's address:
3042 East Cornwallis Road
Enter the building owner's phone number:
(555) 555 - 5555
Enter the building owner's email address:
johndoe@gmail.com

Save Changes

Undo Changes







- 1. Overview
- 2. Center Information
- 3. Buildings
- 4. Center Scheduling



Student

Demographics



**Asbestos Questions** 



**Document Upload** 



**Finalize** 

Please list each of the buildings and annexes at your facility. We ask the year built for each building to determine if certain lead and asbestos regulations apply. Please contact the owner of the building(s) if you are renting and do not know the year a building was built.

#### Add Building

Building Name	Year Built	
Facility Building A	2010	<b>≠</b> 111
Facility Building B	2012	

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Welcome



#### **Building Information**

- 1. Overview
- 2. Center Information
- 3. Buildings
- 4. Center Scheduling



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**Asbestos Questions** 



**Document Upload** 



Finalize

# **Add New Building**

Please list each of the buildings and annexes at your facility. We ask the year built for each building to determine if certain lead and asbestos regulations apply. Please contact the owner of the building(s) if you are renting and do not know the year a building was built.



Please ensure your building name is specific to the building at your facility.

#### **Building Name**

Enter a name for the building...

#### **Building Description**

Enter a description for this building...

#### Do you know the exact year that the building was built?

If you are unsure of the year the building was built, RTI may be in contact for additional information.

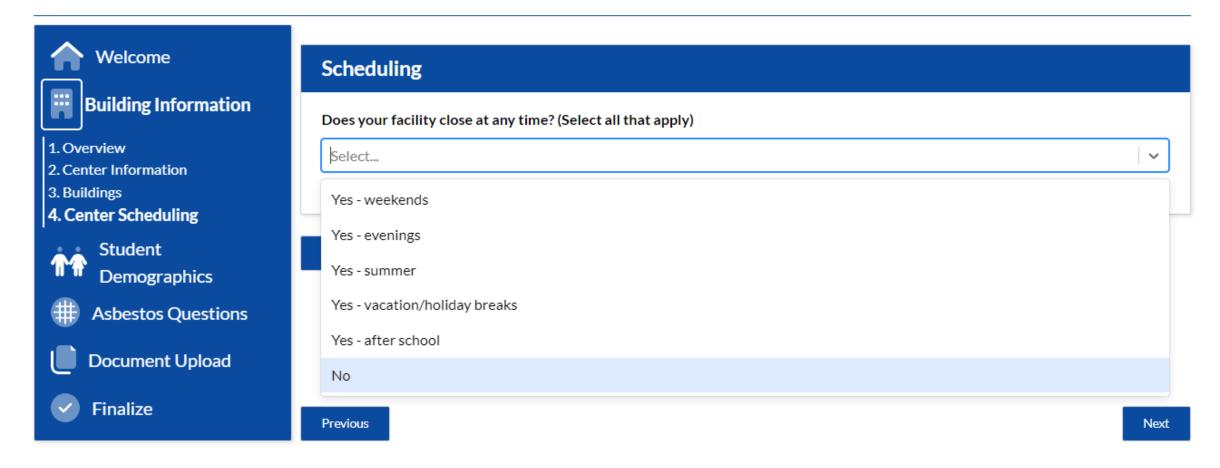
Select...



Cancel

 $\sim$ 







# **Student Demographics**







Welcome



**Building Information** 



Student

Demographics

- 1. Overview
- 2. Center Demographics



**Asbestos Questions** 



**Document Upload** 



**Finalize** 

# **Student Demographics**

In this section, we collect information on student demographic and socioeconomic information.

If we receive a large volume of requests in a short period of time, these answers will be used to help prioritize when enrollment surveys are reviewed.

Click the Next button below to continue.

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Building Information



Student Demographics

- 1. Overview
- 2. Center Demographics



Asbestos Questions



Document Upload



Finalize

# **Student Enrollment**

How many children are enrolled full time?	
100	
How many children are enrolled part time?	
75	
What is the age group of the youngest children at your facility?	
0 to 12 months	\ \ \
What is the age group of the oldest children at your facility?	
2 to 3 years	\ \ \
What percentage of enrolled children are eligible for free and redu	ced lunch?
25	
What percentage of enrolled children have subsidies, discounts, or	scholarships for childcare?
25	





Building Information



Student Demographics

- 1. Overview
- 2. Center Demographics



# Asbestos Questions



Document Upload



**✓** Finalize

Race and Et	hnicity
What percentage	e of enrolled children identify as the following race and ethnicity?
White	
20	
Black	
20	
Hispanic or Latin	
20	
American Indian  10  Asian	or Alaskan Native
10	
Pacific Islander	
10	
Two or More	
10	
Total: 100%	



# Facility Eligible for Building Age Exemption







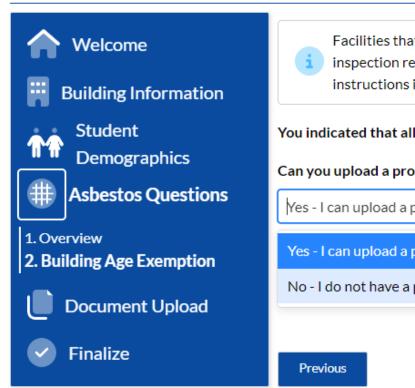
#### **Asbestos Questions**

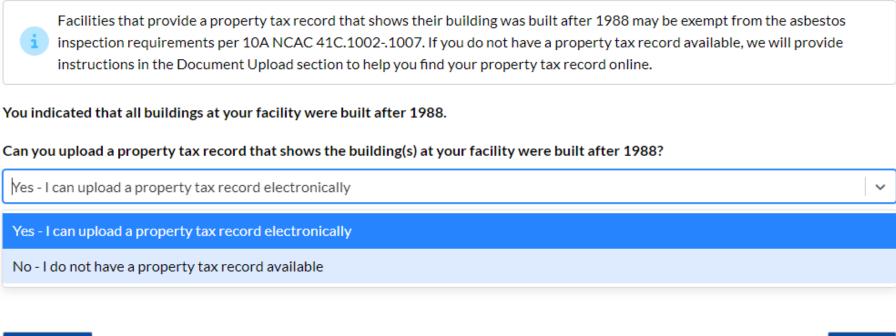
In this section, we will collect information about asbestos in your facility, previous asbestos inspections, and concerns about asbestos exposure.

Click the Next button below to continue.

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**Building Information** 



Student

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**Asbestos Questions** 



Document Upload

- 1. Overview
- 2. Property Tax Record



**Finalize** 

# **Document Upload**

In this section, you will be instructed to upload any documents that were indicated as available for electronic upload throughout the survey.



.pdf document type is recommended

Click the Next button below to continue.

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Welcome



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**Asbestos Questions** 



Document Upload

1. Overview

2. Property Tax Record



**Finalize** 

#### **Property Tax Record**

Please upload a property tax record that clearly displays the year your facility was built. If you need help finding this document, see the instructions at the bottom of this page.



Remember to confirm that the document is legible and right side up.



You have not uploaded a property tax record. Please add one below.

Add Documents

#### **Need Help?**

If you don't have a property tax record available, please use the following link to your county's tax record map and search for your address: Link

Instructions: Search by address, then click print.

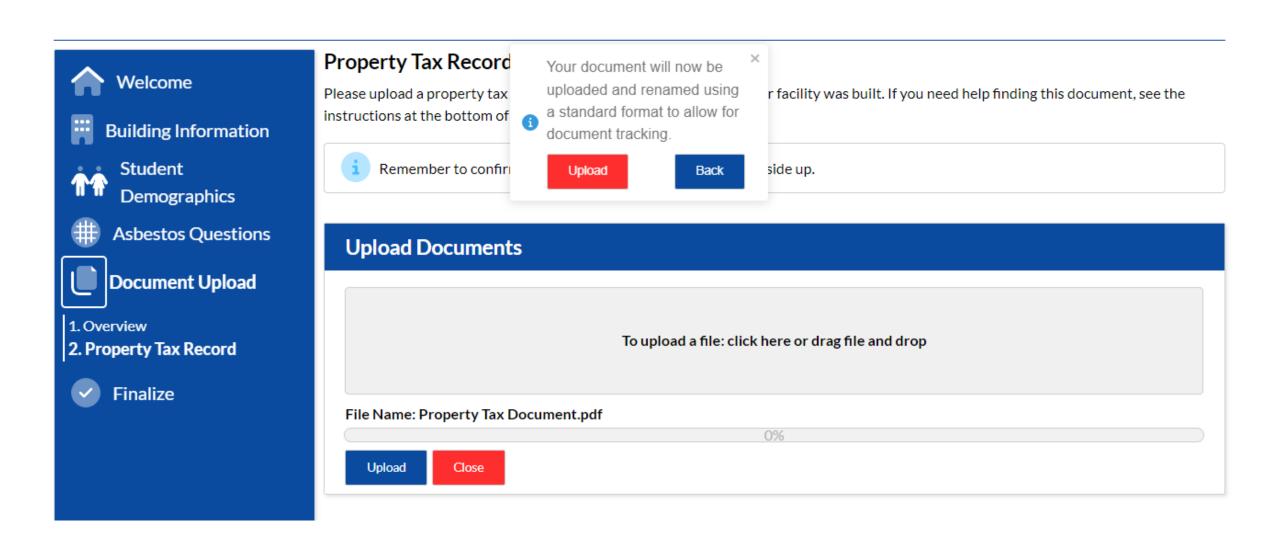
You can also call your county tax office for more information.

#### Do you need help finding your property tax document?

If you are having trouble finding your property tax document you may select yes to continue without uploading it. Please note that this will cause a delay in the process and may require additional communication

No







Welcome



**Building Information** 



Student
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**Asbestos Questions** 



**Document Upload** 

- 1. Overview
- 2. Property Tax Record



**Finalize** 

#### **Property Tax Record**

Please upload a property tax record that clearly displays the year your facility was built. If you need help finding this document, see the instructions at the bottom of this page.



Remember to confirm that the document is legible and right side up.

**Add Documents** 

#### Title

Facility\_Id\_16967\_PROPERTY\_TAX\_DOCUMENT\_09-26-2023\_FVV3TfG.pdf



#### Need Help?

If you don't have a property tax record available, please use the following link to your county's tax record map and search for your address: Link

Instructions: Search by address, then click print.

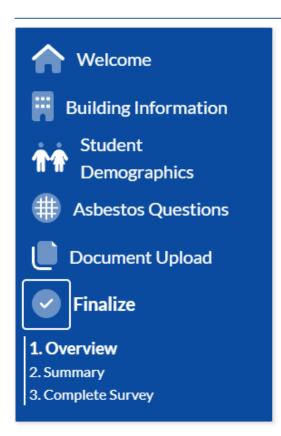
You can also call your county tax office for more information.

#### Do you need help finding your property tax document?

If you are having trouble finding your property tax document you may select yes to continue without uploading it. Please note that this will cause a delay in the process and may require additional communication

No





#### **Finalize**

In this section, we ask you to finalize your survey.

Click the Next button below to continue.

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**Building Information** 



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**Asbestos Questions** 



**Document Upload** 



Finalize

- 1. Overview
- 2. Summary
- 3. Complete Survey

# **Electronic Document Upload**

You uploaded the following documents for your facility:

• Property Tax Document: Facility\_Id\_16967\_PROPERTY\_TAX\_DOCUMENT\_09-26-2023\_FVV3TfG.pdf

#### What is next?



RTI will review your enrollment survey to determine if your facility will need an asbestos inspection to meet the requirements per 10A NCAC 41C.1002-.1007. We will contact you if we have any questions.

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**Asbestos Questions** 



**Document Upload** 



**Finalize** 

- 1. Overview
- 2. Summary
- 3. Complete Survey

#### Finalize

**Previous** 

Please finalize and submit the enrollment survey. If you are not ready to submit, you may return to any section of the survey by selecting its name. Your progress will be saved, but you will have to continue through the survey from the point at which you stopped.

You will receive an email confirmation that your enrollment survey was received within 24 hours. If you do not get an email confirmation, please ensure your enrollment survey was submitted by logging back into the portal to check that you clicked submit.

You must click the blue "submit enrollment survey" button to complete the enrollment. If you do not, your work will be saved but you will not move onto the review stage.

Thank you for completing this survey!

I certify that to the best of my knowledge, all documents I upload are authentic and complete. RTI is not liable for my intentional misconduct or negligence.

Select	~
I certify that the documents I upload are legible, right side up, and uploaded in full.	
Select	V
Submit Enrollment Survey	

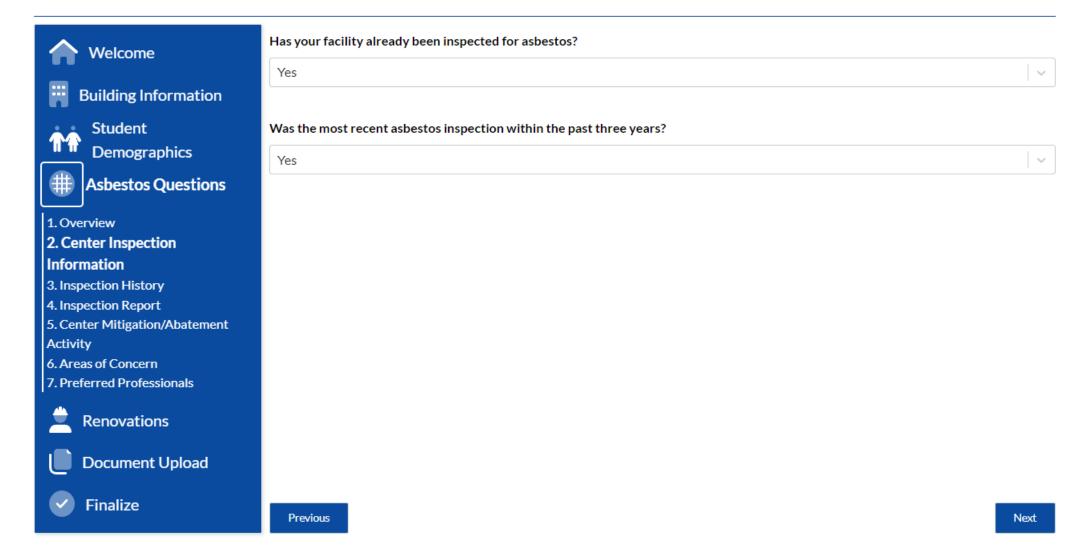


# Facility Had Prior Asbestos Inspection

[But Facility NOT Eligible for Building Age Exemption]











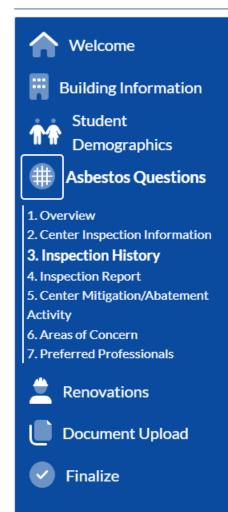
Please provide details on your facility's most recent asbestos inspection.



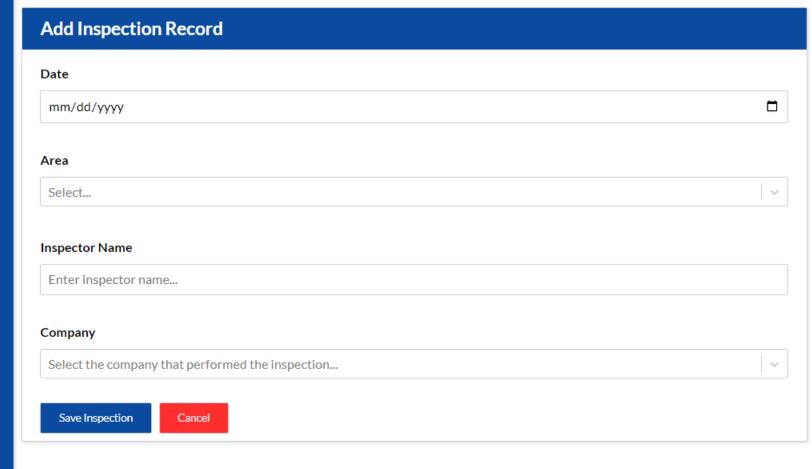
No prior asbestos inspections have been recorded for this facility.

Add Inspection Record





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Asbestos Questions

- 1. Overview
- 2. Center Inspection Information
- 3. Inspection History
- 4. Inspection Report
- 5. Center Mitigation/Abatement Activity
- 6. Areas of Concern
- 7. Preferred Professionals



Renovations



**Document Upload** 



Finalize

#### **Asbestos Inspection Details**

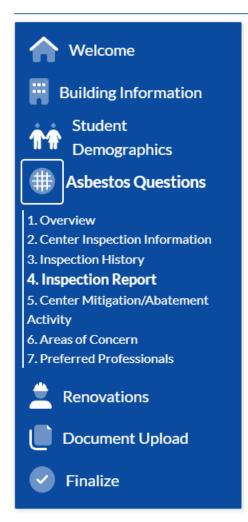
Please provide details on your facility's most recent asbestos inspection.

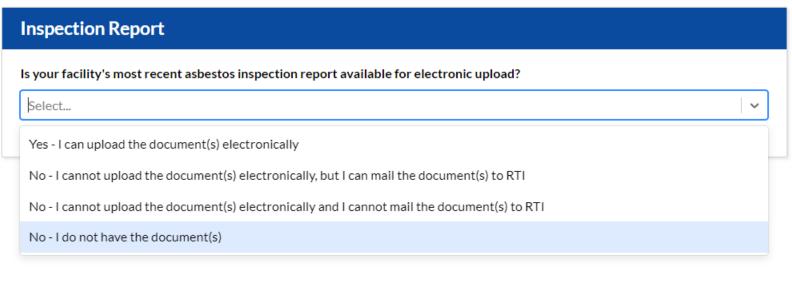
Add Inspection Record

Most Recent Inspection Date	Area	Inspector Name	Company	Building(s)	
2018-01-06	Whole Facility	Jane Risk	ACCREDITED IN-HOUSE STAFF	N/A	<b>≠</b> iii

Previous





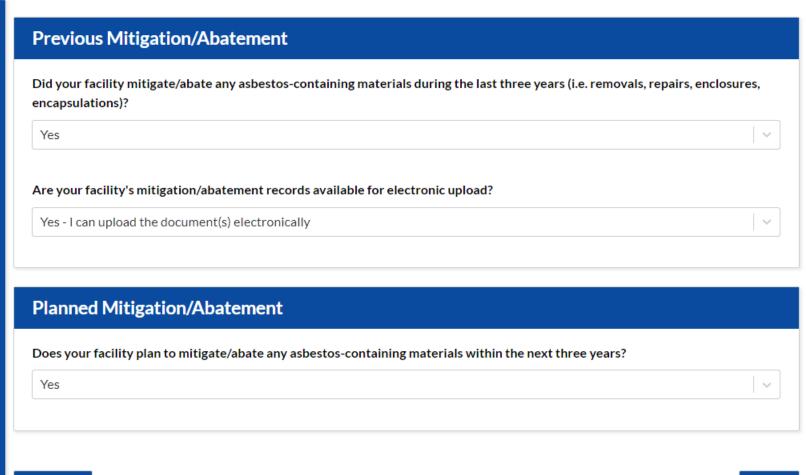


Previous

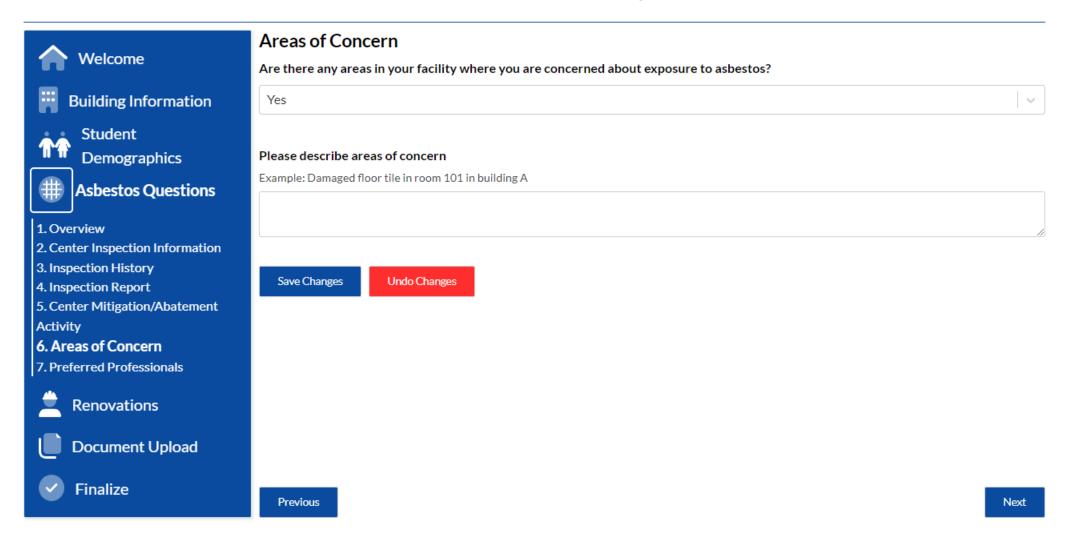




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**Building Information** 



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- 1. Overview
- 2. Center Inspection Information
- 3. Inspection History
- 4. Inspection Report
- 5. Center Mitigation/Abatement

Activity

- 6. Areas of Concern
- 7. Preferred Professionals



Renovations



**Document Upload** 



**Finalize** 

#### **Preferred Professionals**



While we cannot guarantee you will be assigned your preferred company due to potential availability, we aim to connect you with your preferred company when possible.

Would you like to request specific accredited asbestos professionals to work with your facility?

Yes

Choose the company you prefer to work with below.

ACCREDITED IN-HOUSE STAFF

Write in the name of your preferred company.

ACCREDITED IN-HOUSE STAFF

Would you like to be assigned to a different company if your preferred company is not currently available?

No



It may cause delays to wait for your preferred company to become available.

Save Changes

Undo Changes

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**Asbestos Questions** 



Renovations

- 1. Overview
- 2. Renovation Information



**Document Upload** 



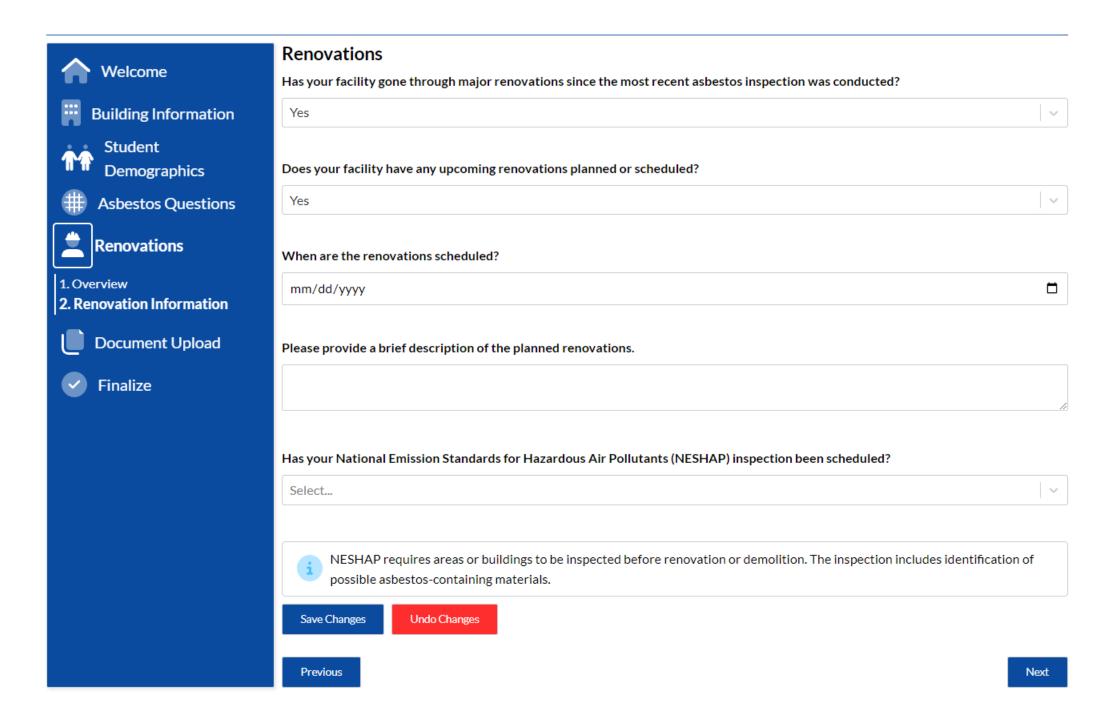
**Finalize** 

## Renovations

In this section, we will collect general information about any previous or upcoming renovations.

Click the Next button below to continue.

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**Asbestos Questions** 



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Document Upload

- 1. Overview
- 2. Property Tax Record
- 3. Inspection Report
- 4. Mitigation/Abatement Records



Finalize

## **Document Upload**

In this section, you will be instructed to upload any documents that were indicated as available for electronic upload throughout the survey.



.pdf document type is recommended

Click the Next button below to continue.

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**Building Information** 



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**Asbestos Questions** 



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Document Upload

- 1. Overview
- 2. Property Tax Record
- 3. Inspection Report
- 4. Mitigation/Abatement Records



**Finalize** 

#### **Property Tax Record**

Please upload a property tax record that clearly displays the year your facility was built. If you need help finding this document, see the instructions at the bottom of this page.



Remember to confirm that the document is legible and right side up.



You have not uploaded a property tax record. Please add one below.

Add Documents

## **Need Help?**

If you don't have a property tax record available, please use the following link to your county's tax record map and search for your address: Link

Instructions: Search by address, then click print.

You can also call your county tax office for more information.

#### Do you need help finding your property tax document?

If you are having trouble finding your property tax document you may select yes to continue without uploading it. Please note that this will cause a delay in the process and may require additional communication

No

~

Survey: Asbestos Facility Type: Child Care Center Facility Name: Kellys Test Childcare Center #1



#### **Property Tax Record**

Please upload a property tax record that clearly displays the year your facility was built. If you need help finding this document, see the instructions at the bottom of this page.



Remember to confirm that the document is legible and right side up.

To upload a file: click here or drag file and drop

Upload Close

## **Need Help?**

If you don't have a property tax record available, please use the following link to your county's tax record map and search for your address: Link

Instructions: Search for address, then click More Info next to Tax Card.

You can also call your county tax office for more information.

#### Do you need help finding your property tax document?

If you are having trouble finding your property tax document you may select yes to continue without uploading it. Please note that this will cause a delay in the process and may require additional communication

No





## **Asbestos Inspection Report**

Please upload your facility's most recent asbestos inspection report.

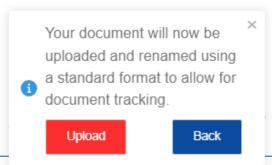


Remember to confirm that the document is legible and right side up.



You have not uploaded any asbestos inspection reports yet. Please add one below.

Add Documents







**Building Information** 



Student Demographics



**Asbestos Questions** 



Renovations



Document Upload

- 1. Overview
- 2. Property Tax Record
- 3. Inspection Report
- 4. Mitigation/Abatement Records



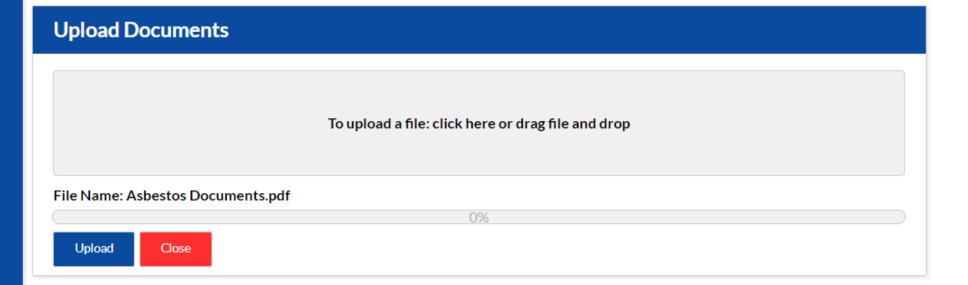
**Finalize** 

# Asbestos Mitigation/Abatement Records

Please upload your facility's records of mitigation/abatement activities to address asbestos-containing materials within the last three years.



Remember to confirm that the document is legible and right side up.



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**Asbestos Questions** 



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Document Upload

- 1. Overview
- 2. Property Tax Record
- 3. Inspection Report
- 4. Mitigation/Abatement Records



**Finalize** 

#### Asbestos Mitigation/Abatement Records

Please upload your facility's records of mitigation/abatement activities to address asbestos-containing materials within the last three years.



Remember to confirm that the document is legible and right side up.



You have not uploaded any asbestos mitigation/abatement records yet. Please add one below.

Add Documents

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**Asbestos Questions** 



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Document Upload



Finalize

- 1. Overview
- 2. Summary
- 3. Complete Survey

## **Finalize**

In this section, we ask you to finalize your survey.

Click the Next button below to continue.

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**Document Upload** 



Finalize

- 1. Overview
- 2. Summary
- 3. Complete Survey

## **Electronic Document Upload**

You uploaded the following documents for your facility:

- Asbestos Inspection Report: Facility\_Id\_16967\_ASBESTOS\_INSPECTION\_REPORT\_09-26-2023\_miT5T1R.pdf
- Asbestos Mitigation/Abatement Record: Facility\_Id\_16967\_ASBESTOS\_MITIGATION\_ABATEMENT\_RECORD\_09-26-2023.pdf
- Property Tax Document: Facility\_Id\_16967\_PROPERTY\_TAX\_DOCUMENT\_09-26-2023\_QvYhUs4.pdf

#### What is next?



RTI will review your enrollment survey to determine if your facility will need an asbestos inspection to meet the requirements per 10A NCAC 41C.1002-.1007. We will contact you if we have any questions.

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**Document Upload** 



**Finalize** 

- 1. Overview
- 2. Summary
- 3. Complete Survey

#### Finalize

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Please finalize and submit the enrollment survey. If you are not ready to submit, you may return to any section of the survey by selecting its name. Your progress will be saved, but you will have to continue through the survey from the point at which you stopped.

You will receive an email confirmation that your enrollment survey was received within 24 hours. If you do not get an email confirmation, please ensure your enrollment survey was submitted by logging back into the portal to check that you clicked submit.

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Thank you for completing this survey!

I certify that to the best of my knowledge, all documents I upload are authentic and complete. RTI is not liable for my intentional misconduct or negligence.

Select	~
I certify that the documents I upload are legible, right side up, and uploaded in full.	
Select	V
Submit Enrollment Survey	

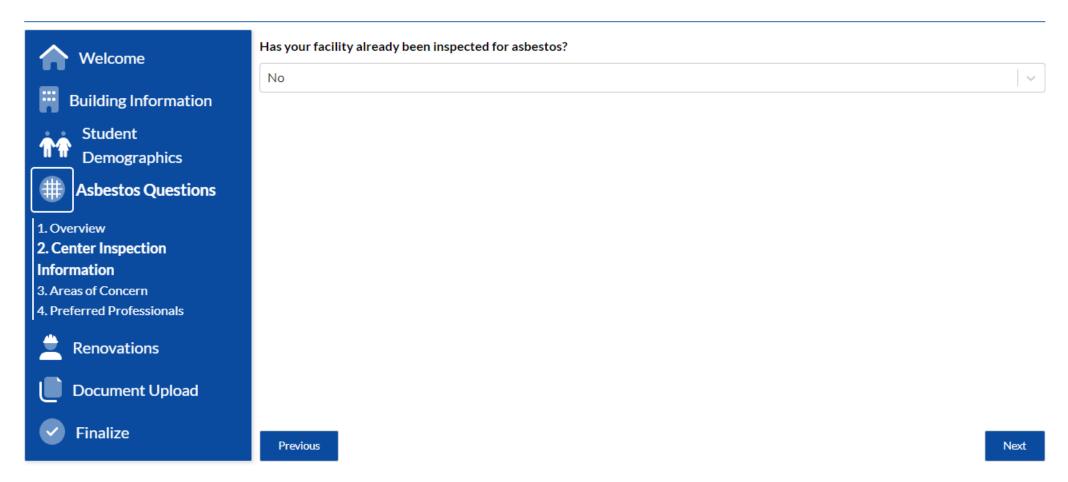


# Facility Had NO Prior Asbestos Inspection

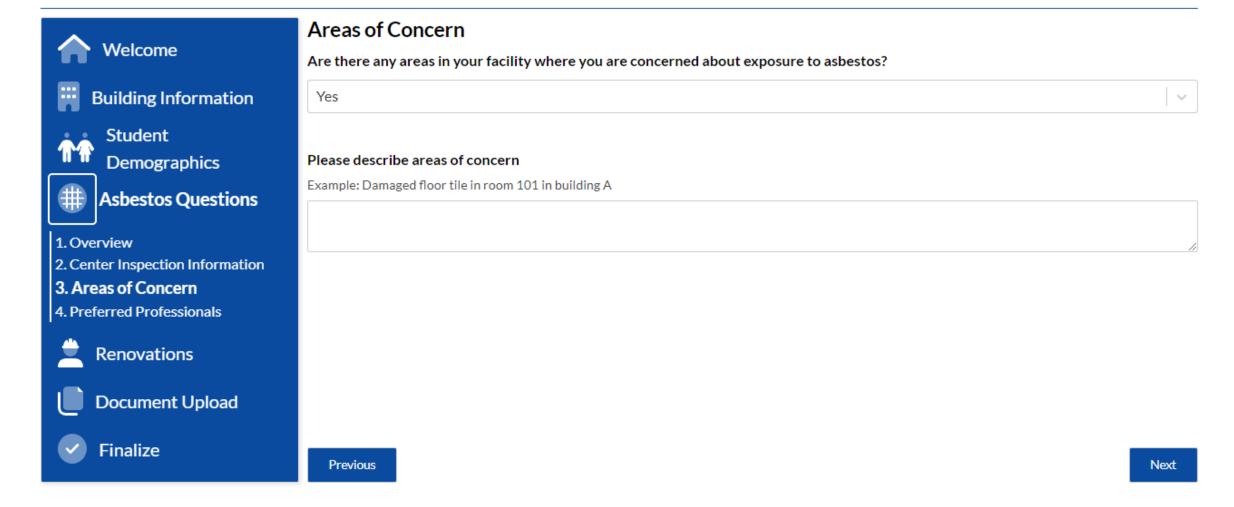
[But Facility NOT Eligible for Building Age Exemption]



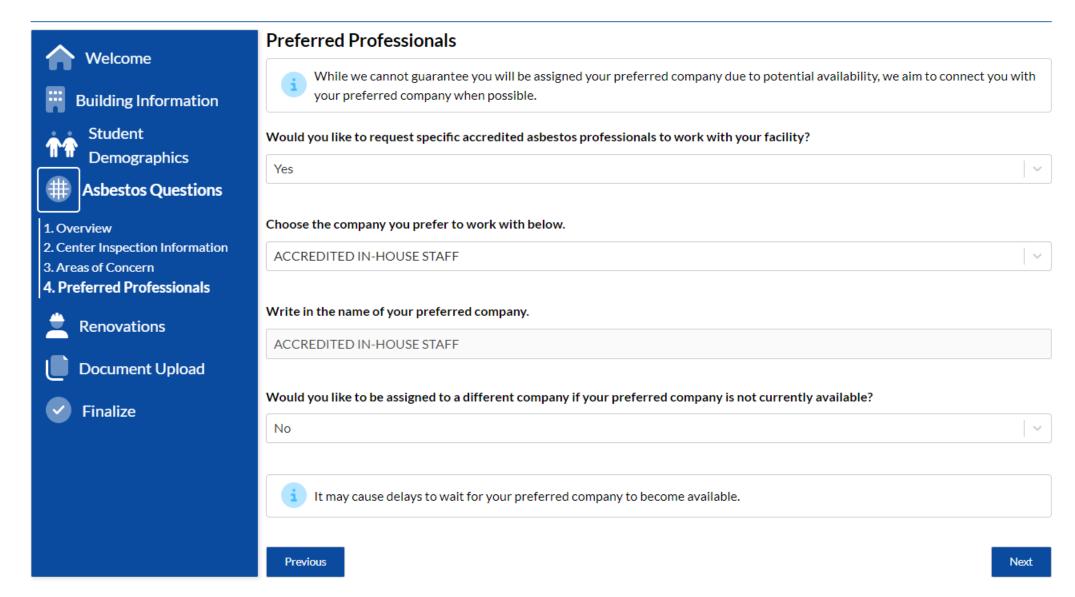
















Welcome



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**Asbestos Questions** 



Renovations

- 1. Overview
- 2. Renovation Information



**Document Upload** 



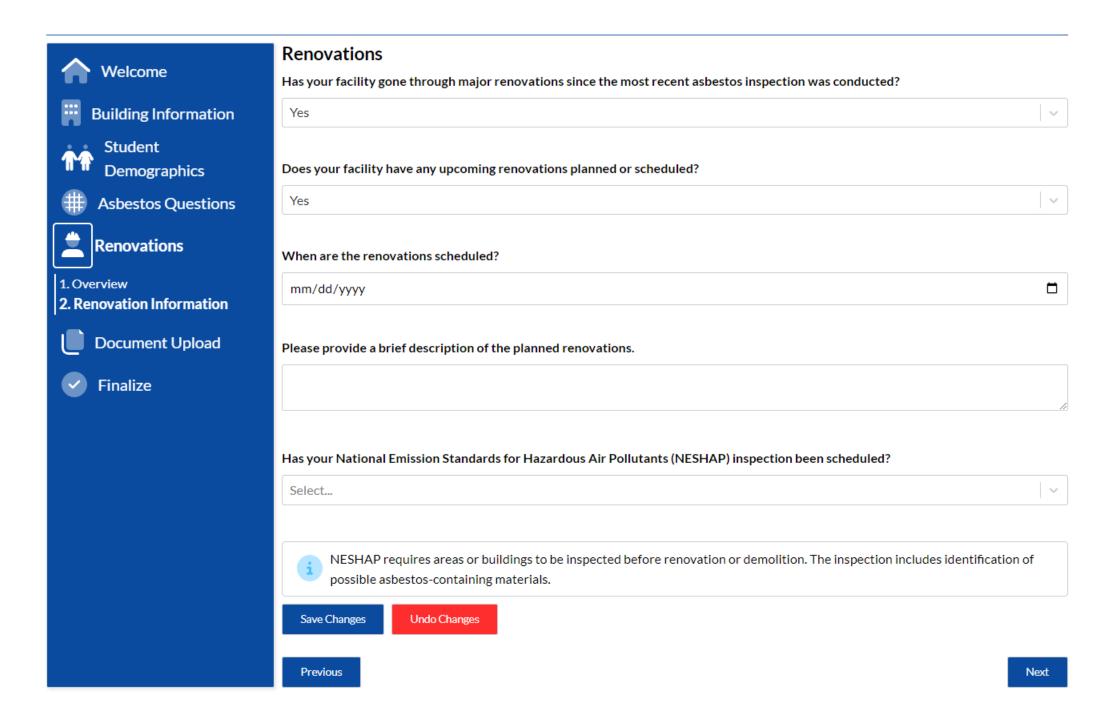
**Finalize** 

## Renovations

In this section, we will collect general information about any previous or upcoming renovations.

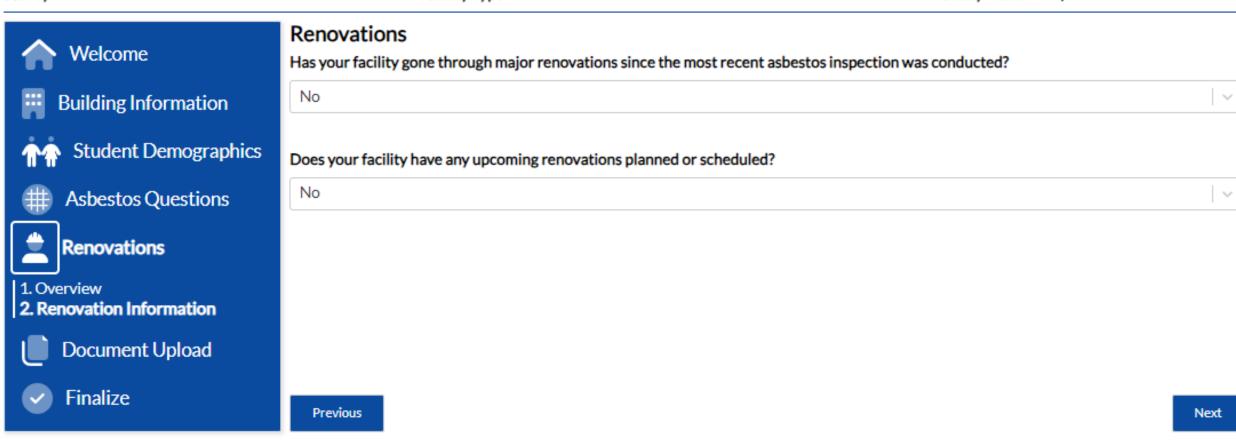
Click the Next button below to continue.

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Survey: Asbestos Facility Type: Child Care Center Facility Name: Kellys Test Childcare Center #1









**Building Information** 



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**Asbestos Questions** 



Document Upload

- 1. Overview
- 2. Property Tax Record



**Finalize** 

# **Document Upload**

In this section, you will be instructed to upload any documents that were indicated as available for electronic upload throughout the survey.



.pdf document type is recommended

Click the Next button below to continue.

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**Building Information** 



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**Asbestos Questions** 



Document Upload

1. Overview

2. Property Tax Record



**Finalize** 

#### **Property Tax Record**

Please upload a property tax record that clearly displays the year your facility was built. If you need help finding this document, see the instructions at the bottom of this page.



Remember to confirm that the document is legible and right side up.



You have not uploaded a property tax record. Please add one below.

Add Documents

## **Need Help?**

If you don't have a property tax record available, please use the following link to your county's tax record map and search for your address: Link

Instructions: Search by address, then click print.

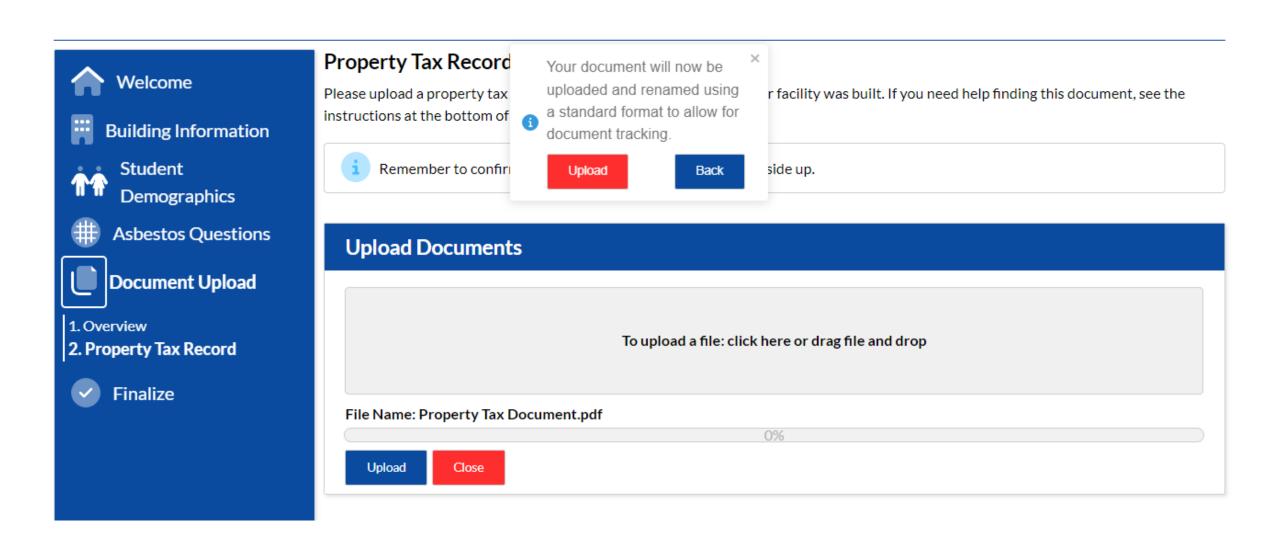
You can also call your county tax office for more information.

#### Do you need help finding your property tax document?

If you are having trouble finding your property tax document you may select yes to continue without uploading it. Please note that this will cause a delay in the process and may require additional communication

No









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**Asbestos Questions** 



**Document Upload** 

- 1. Overview
- 2. Property Tax Record



**Finalize** 

## **Property Tax Record**

Please upload a property tax record that clearly displays the year your facility was built. If you need help finding this document, see the instructions at the bottom of this page.



Remember to confirm that the document is legible and right side up.

Add Documents

#### Title

Facility\_Id\_16967\_PROPERTY\_TAX\_DOCUMENT\_09-26-2023\_FVV3TfG.pdf



## Need Help?

If you don't have a property tax record available, please use the following link to your county's tax record map and search for your address: Link

Instructions: Search by address, then click print.

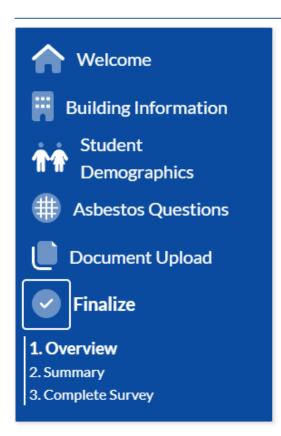
You can also call your county tax office for more information.

#### Do you need help finding your property tax document?

If you are having trouble finding your property tax document you may select yes to continue without uploading it. Please note that this will cause a delay in the process and may require additional communication

No





## **Finalize**

In this section, we ask you to finalize your survey.

Click the Next button below to continue.

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Welcome



**Building Information** 



Student

Demographics



**Asbestos Questions** 



Renovations



**Document Upload** 



Finalize

- 1. Overview
- 2. Summary
- 3. Complete Survey

# **Electronic Document Upload**

You uploaded the following documents for your facility:

• Property Tax Document: Facility\_Id\_16967\_PROPERTY\_TAX\_DOCUMENT\_09-26-2023\_MvGBwXz.pdf

#### What is next?



RTI will review your enrollment survey to determine if your facility will need an asbestos inspection to meet the requirements per 10A NCAC 41C.1002-.1007. We will contact you if we have any questions.

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**Document Upload** 



**Finalize** 

- 1. Overview
- 2. Summary
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#### Finalize

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Please finalize and submit the enrollment survey. If you are not ready to submit, you may return to any section of the survey by selecting its name. Your progress will be saved, but you will have to continue through the survey from the point at which you stopped.

You will receive an email confirmation that your enrollment survey was received within 24 hours. If you do not get an email confirmation, please ensure your enrollment survey was submitted by logging back into the portal to check that you clicked submit.

You must click the blue "submit enrollment survey" button to complete the enrollment. If you do not, your work will be saved but you will not move onto the review stage.

Thank you for completing this survey!

I certify that to the best of my knowledge, all documents I upload are authentic and complete. RTI is not liable for my intentional misconduct or negligence.

Select	~
I certify that the documents I upload are legible, right side up, and uploaded in full.	
Select	V
Submit Enrollment Survey	