



# Department of Public Health and Human Services

## FAMILY and GROUP DAY CARE FACILITIES (includes infant regulations) SURVEY TOOL

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### INSPECTION INFORMATION

**Facility:** Velma Seymour / Charlie Highsmith

**Type:** Key Indicator Survey      **Date:** 05/08/2018      **Time:** 10:44 AM

**Director:** Velma Seymour

**Contact:** Velma

**Licensing Worker:** Cora Helm

**Phone #:** (406) 655-7632

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**Time:** 10:44 AM **# children:** 6 **# under 2:** 3 **# caregivers:** 2

**Time:**                      **# children:**            **# under 2:**            **# caregivers:**           

**Time:**                      **# children:**            **# under 2:**            **# caregivers:**

**STAFF RATIOS**

Yes	1. License
Yes	2. Overlap

**BUILDING/FIRE REQUIREMENTS**

Yes	3. Inside Facility
Yes	4. Fire Safety
Yes	5. Equipment
Yes	6. Exiting

**OUTDOOR TOUR**

No	<p>7. Play Area</p> <p><b>37.95.121(6)</b></p> <p><b>(6)</b> Any outdoor play area must be maintained free from hazards such as wells, machinery and animal waste. If any part of the play area is adjacent to a busy roadway, drainage or irrigation ditch, stream, large holes, or other hazardous areas, the play area must be enclosed with a fence in good repair that is at least 4 feet high without any holes or spaces greater than 4 inches in diameter or natural barriers to restrict children from these areas.</p> <p><b>The intent of this rule was not met:</b></p> <p>Based on observation and interview, CCL found that the outdoor area was not enclosed with a fence that is at least 4 feet high..</p> <p><b>CCL accepted Plan of Correction 05/21/2018.</b></p>
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**HEALTH ISSUES**

Yes	14. Health Prevention
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**MEDICATION**

N/A	16. Storage
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**INFANTS/TODDLERS**

Yes	17. Diapering
Yes	20. Sleeping

**WRITTEN RECORDS**

Yes	28. Parent Information
Yes	29. Facility Records
No	<p>30. Child File Review</p> <p><b>37.95.141(6)</b></p> <p><b>(6)</b> The information supplied in (5)(a) through (d) must be maintained on forms provided by the department and must be signed by the parent or guardian.</p> <p><b>The intent of this rule was not met:</b></p> <p>Based on record review, CCL found that the following information was not maintained on forms provided by the department: an emergency consent form for 2 children wasn't signed and dated.</p> <p><b>CCL accepted Plan of Correction 05/21/2018.</b></p>

**WRITTEN RECORDS**

No	<p>32. Caregiver File Review</p> <p><b>37.95.160(1)(a-d)</b></p> <p>(1) The provider shall maintain records regarding each care-giver which include:</p> <ul style="list-style-type: none"><li>(a) a record of training and verifiable experience;</li><li>(b) results of a criminal and protective services background check;</li><li>(c) personal statement of health and verification of CPR and first aid; and</li><li>(d) immunization records that establish compliance with ARM 37.95.140</li></ul> <p><b>The intent of this rule was not met:</b></p> <p>Based on observation and interview, CCL found that the provider did not have the following information on each caregiver: a record of training and verifiable experience; results of a criminal and protective services background check; personal Statement of Health; verification of CPR and first aid; immunization records that establish compliance with ARM 37.95.140.</p> <p><b>CCL accepted Plan of Correction 05/21/2018.</b></p>
Yes	<p>33. First Aid Requirements</p>