



Department of Public Health and Human Services

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

INSPECTION INFORMATION

Facility: Carolyn Bailey/Sunflower House

Type: Initial-New Inspection **Date:** 03/28/2018 **Time:** 10:00 AM

Director: Carolyn Bailey

Contact: _____

Licensing Worker: Fern Sutherland **Phone #:** (406) 751-5932

Time: 10:00 AM # **children:** 0 # **under 2:** 0 # **caregivers:** 1
Time: 10:25 AM # **children:** 2 # **under 2:** 0 # **caregivers:** 1
Time: _____ # **children:** _____ # **under 2:** _____ # **caregivers:** _____

STAFF RATIOS

Yes	1. License
Not Observed	2. Overlap

BUILDING/FIRE REQUIREMENTS

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

OUTDOOR TOUR

Yes	7. Play Area
Yes	8. Swimming

PROGRAM ISSUES

Yes	9. Supervision
Yes	10. Provider Responsibilities
Yes	11. Activities
N/A	12. Night Care

HEALTH ISSUES

Yes	13. Illness Exclusion
Yes	14. Health Prevention

MEDICATION

Yes	15. Administration
Yes	16. Storage

INFANTS/TODDLERS

Yes	17. Diapering
Yes	18. Feeding
Yes	19. Bathing
Yes	20. Sleeping
Yes	21. Activities
Yes	22. Outdoor Activities

NUTRITION/FOOD ISSUES

Yes	23. Sanitation
Yes	24. Meal Frequency

NUTRITION/FOOD ISSUES

Yes 25. Special Diet

TRANSPORTATION

N/A 26. Basic Requirements

N/A 27. Child Passenger Safety

WRITTEN RECORDS

Yes 28. Parent Information

No 29. Facility Records

37.95.141(2)

(2) The facility shall have a master list of the name, address, and phone number of all children in their care and their parents.

The intent of this rule was not met:

Based on observation, CCL found the master list did not include addresses.

The Plan of Correction was accepted on April 13, 2018.

No 30. Child File Review

37.95.128(1)(a-d)

(1) A day care facility must have on file a health record form, provided by the department, concerning any special health risks that would affect other children. This must be obtained and kept on file by the provider prior to residence or enrollment of any child under age two at the day care facility. The health record form must be signed by:

- (a) A physician licensed to practice medicine in Montana pursuant to Title 37, chapter 3, MCA; or
- (b) A physician assistant-certified licensed to practice in Montana and practicing under a utilization plan approved by the board of medical examiners; or
- (c) A person licensed in Montana as a professional nurse and recognized by the board of nursing as a nurse practitioner or clinical nurse specialist; or
- (d) A naturopathic physician licensed under Title 37, chapter 26, MCA.

The intent of this rule was not met:

Based on review of 3 children's records, CCL found 1 child under age two did not have a pediatric health record. See enclosed copy of children's record review.

The Plan of Correction was accepted on April 13, 2018.

37.95.1003(1)

(1) An individualized diet and feeding schedule shall be provided according to a written plan submitted by the parents or by the infant's physician with the knowledge and consent of the parents, guardian, or placement agency. A change of diet and schedule shall be noted on each infant's daily diet and feeding schedule.

The intent of this rule was not met:

Based on review of 3 Children's records, CCL found 1 infant did not have an individualized feeding schedule on file. See enclosed copy of children's record review.

The Plan of Correction was accepted on April 13, 2018.

Yes 31. Medication File

Yes 32. Caregiver File Review

Yes 33. First Aid Requirements

ADMINISTRATIVE RECORDS

Yes	34. License-Certificate
Yes	35. Facility Requirements
Yes	36. Registration/License Process