



# 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:** Elaine Hundley / Peace Place Respite Car

**Type:** Renewal Inspection      **Date:** 01/06/2017      **Time:** 09:15 AM

**Director:** Elaine Hundley / First Presbyterian Church

**Contact:** \_\_\_\_\_

**Licensing Worker:** Jodi Linne      **Phone #:** (406) 453-0526

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**Time:** 09:15 AM **# children:** 5 **# under 2:** 2 **# caregivers:** 2  
**Time:**                      **# children:**            **# under 2:**            **# caregivers:**             
**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 |
| Not Observed | 8. Swimming  |

**PROGRAM ISSUES**

|              |                               |
|--------------|-------------------------------|
| Yes          | 9. Supervision                |
| Yes          | 10. Provider Responsibilities |
| Yes          | 11. Activities                |
| Not Observed | 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          |
| Not Observed | 18. Feeding            |
| Not Observed | 19. Bathing            |
| Yes          | 20. Sleeping           |
| Yes          | 21. Activities         |
| Not Observed | 22. Outdoor Activities |

**NUTRITION/FOOD ISSUES**

|              |                    |
|--------------|--------------------|
| Not Observed | 23. Sanitation     |
| Not Observed | 24. Meal Frequency |

### NUTRITION/FOOD ISSUES

Not Observed 25. Special Diet

### TRANSPORTATION

Yes 26. Basic Requirements

Not Observed 27. Child Passenger Safety

### WRITTEN RECORDS

No 28. Parent Information

**37.95.115(1)**

(1) The following written information shall be made available to all parents:

- (a) A typical daily schedule of activities;
- (b) Admission requirements, enrollment procedures, hours of operation;
- (c) Frequency and type of meals and snacks served;
- (d) Fees and payment plan;
- (e) Regulations concerning sick children;
- (f) Transportation and trip arrangements;
- (g) Discipline policies; and
- (h) Department day care licensing requirements.

**The intent of this rule was not met:**

Based on review of facility records, provider was unable to produce the following written information: discipline policies.

**Plan of correction accepted 1/31/17.**

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 review of facility records, CCL found that the provider did not have a master list.

**Plan of correction accepted 1/31/17.**

**37.95.1005(11)**

(11) Providers must develop a written policy that describes the practices to be used to promote a safe sleep environment when children under age two are napping or sleeping.

**The intent of this rule was not met:**

Based on record review, CCL found the provider did not have a written policy describing practices used to promote a safe sleep environment.

**Plan of correction accepted 1/31/17.**

Yes 30. Child File Review

Yes 31. Medication File

Yes 32. Caregiver File Review

Yes 33. First Aid Requirements

### ADMINISTRATIVE RECORDS

Yes 34. License-Certificate

Yes 35. Facility Requirements

**Facility:** Elaine Hundley / Peace Place Respite Car

**Date:** 01/06/2017

## ADMINISTRATIVE RECORDS

|     |                                  |
|-----|----------------------------------|
| Yes | 36. Registration/License Process |
|-----|----------------------------------|