



# 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:** Jamie Lazzari

**Type:** Renewal Inspection      **Date:** 04/26/2017      **Time:** 09:15 AM

**Director:** Jamie Lazzari

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

**Licensing Worker:** Gloria Tatchell      **Phone #:** (406) 444-1954

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**Time:** 09:15 AM # **children:** 9 # **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**

Yes 7. Play Area

N/A 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**

Yes 26. Basic Requirements

Yes 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, the provider's parent handbook did not include information on transportation and trip arrangements.

**Plan of correction accepted May 17, 2017.**

No 29. Facility Records

**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 interview, CCL found the provider did not have a written policy describing practices used to promote a safe sleep environment.

**Plan of correction accepted May 17, 2017.**

**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's list of parents did not include addresses.

**Plan of correction accepted May 17, 2017.**

No 30. Child File Review

**37.95.141(5)(a-d)**

(5) Prior to a child being enrolled or entered into a day care facility, the following information must be on file:

- (a) written information on each child explaining any special needs of the child, including allergies;
- (b) a release or authorization of persons allowed to pick up the child;
- (c) necessary medical forms, including all medication authorization and administration logs, signed and updated immunization records and the names of emergency contact persons; and
- (d) an emergency consent form. This form must accompany staff when children are away from the day care site for activities; and

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

**WRITTEN RECORDS**

Based on record review, CCL found that seven children’s emergency consent forms were not signed by parents or guardians. See enclosed copy of children’s record review.

**Plan of correction accepted May 17, 2017.**

**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 record review, CCL found three children under age two did not have pediatric health records. See enclosed copy of children’s record review.

**Plan of correction accepted May 17, 2017.**

**37.95.140(1)-(4)**

(1) Before a child under the age of five may attend a Montana day care facility, that facility must be provided with the documentation required by (4) that the child has been immunized as required for the child’s age group against measles, rubella, mumps, poliomyelitis, diphtheria, pertussis (whooping cough), tetanus, and Haemophilus influenza type B, unless the child qualifies for conditional attendance in accordance with (9):

- (2) If the child is at least 12 months old but not less than 60 months of age and has not received any Hib vaccine, the child must receive a dose prior to entry.
- (3) DT vaccine administered to a child less than 7 years of age is acceptable for purposes of this rule only if accompanied by a medical exemption meeting the requirements of ARM 16.28.707 that exempts the child from pertussis vaccination.
- (4) Before a child between the ages of five and 12 may attend a day care facility providing care to school aged children, that facility must be provided with documentation required by (5) that the child has been immunized as required for the child’s age group against measles, rubella, mumps, poliomyelitis, diphtheria, pertussis (whooping cough), tetanus, and Haemophilus influenza type B, unless the child qualifies for conditional attendance in accordance with (9).

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

Based on record review, CCL found three children did not have immunizations on file. See enclosed copy of children’s record review.

**Plan of correction accepted May 17, 2017.**

Yes	31. Medication File
Yes	32. Caregiver File Review
Yes	33. First Aid Requirements

**ADMINISTRATIVE RECORDS**

Yes	34. License-Certificate
Yes	35. Facility Requirements

**ADMINISTRATIVE RECORDS**

Yes	36. Registration/License Process
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