



Department of Public Health and Human Services

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

INSPECTION INFORMATION

Facility: Katlin Castleton / Home Away From Home

Type: Renewal Inspection **Date:** 04/26/2017 **Time:** 01:25 PM

Director: Katlin Marie Castleton

Contact: _____

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

Time: 01:25 PM # **children:** 5 # **under 2:** 5 # **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>37.95.121(7) (7) Toys, play equipment, and any other equipment used by the children must be of substantial construction and free from rough edges, sharp corners, splinters, unguarded ladders on slides, and must be kept in good repair and well maintained. The intent of this rule was not met:</p> <p>Based on observation, CCL found that a bolt was missing from the outside play structure and was in need of repair. Plan of correction accepted 6/6/2017.</p> <p>37.95.121(6) (6) 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. The intent of this rule was not met:</p> <p>Based on observation, CCL found the outdoor play area had no gate, and the children had access to the area between the fence and another garage. Plan of correction accepted 6/6/2017.</p>
N/A	8. Swimming

PROGRAM ISSUES

Yes	9. Supervision
Yes	10. Provider Responsibilities
No	<p>11. Activities</p> <p>37.95.720(2) (2) Play equipment and materials must include items from each of the following six categories: dramatic role playing, cognitive development, visual development, auditory development, tactile development and large-muscle development. The intent of this rule was not met:</p> <p>Based on observation, CCL found that no play centers were set up in the facility with equipment and materials from the following areas: dramatic role playing, cognitive development, visual development, auditory development, and tactile development. Plan of correction accepted 6/6/2017.</p>

PROGRAM ISSUES

N/A 12. Night Care

HEALTH ISSUES

Yes 13. Illness Exclusion

No 14. Health Prevention

37.95.183(2)(a-g)

(2) A first aid kit must be kept on site at all times and must at a minimum contain :

- (a) Unexpired syrup of ipecac (one ounce bottle) which may be administered only upon directive from the Emergency Montana Poison Control Center or upon directive of the local emergency service program (i.e., 911 operator, local hospital, or physician);
- (b) Sterile, absorbent bandages;
- (c) A cold pack;
- (d) Tape and a variety of band-aids;
- (e) Tweezers and scissors;
- (f) The toll free number for the Emergency Montana Poison Control Center, 1(800) 222-1222;
- (g) Disposable single use gloves.

The intent of this rule was not met:

Based on observation, CCL found that the kit did not contain a synthetic cold pack.

Plan of correction accepted 6/6/2017.

MEDICATION

No 15. Administration

37.95.181(1)

(1) No day care employee, owner, or operator may administer any medication to a child without the written authorization of the parents including the child's name, date or dates for which the authorization is applicable, dosage instructions, and the signature of the child's parent or guardian.

The intent of this rule was not met:

Based on record review, CCL found that the parental written authorization for Pedia care for one child ended 1/4/17, and the provider administered the medication to the child on 2/3/17.

Plan of correction accepted 6/6/2017.

Yes 16. Storage

INFANTS/TODDLERS

No 17. Diapering

37.95.1001(3)

(3) Diaper-changing surfaces shall be cleaned after each use by washing or by changing a pad or disposable sheeting and sanitized or covered for reuse.

The intent of this rule was not met:

Based on observation, CCL found that diaper-changing surface was no longer a cleanable surface.

Plan of correction accepted 6/6/2017.

Yes 18. Feeding

Yes 19. Bathing

No 20. Sleeping

37.95.1005(2)

(2) Unless the parent has provided medical documentation from health care provider ordering otherwise, children under age two shall be placed on their back and on a firm surface to reduce the risk of sudden

INFANTS/TODDLERS

infant death syndrome (SIDS).

The intent of this rule was not met:

Based on observation, CCL found one infant sleeping in a rock-n-play bassinet. Once infants fall asleep, they are to be placed on their backs on firm surfaces.

Plan of correction accepted 6/6/2017.

Yes	21. Activities
Yes	22. Outdoor Activities

NUTRITION/FOOD ISSUES

Yes	23. Sanitation
Yes	24. Meal Frequency
Yes	25. Special Diet

TRANSPORTATION

N/A	26. Basic Requirements
N/A	27. Child Passenger Safety

WRITTEN RECORDS

Yes	28. Parent Information
No	<p>29. Facility Records</p> <p>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:</p> <p>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 6/6/2017.</p>
No	<p>30. Child File Review</p> <p>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:</p> <p>Based on record review, CCL found that six children under age two did not have pediatric health records on file. See enclosed copy of children's record review. Plan of correction accepted 6/6/2017.</p> <p>37.95.140(1)-(4)</p>

WRITTEN RECORDS

- (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 Haemophiles 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 that four children did not have current immunizations on file. See enclosed copy of children's record review.

Plan of correction accepted 6/6/2017.

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

ADMINISTRATIVE RECORDS

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