



Department of Public Health and Human Services

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www.dphhs.mt.gov

SURVEY TOOL

Facility

Name: *RMDC Head Start - Boulder Site*

Provider ID: *PV106799*

Address: *205 S Washington St, Boulder, MT 59632*

Type: *Child Care Center*

Service Area: *Helena*

Assigned Worker: *Gloria Tatchell*

Director: *Ashley Pena-Larsen*

Phone: *(406) 225-3340 Extn. 104*

Email: *apena@rmdc.net*

Contact: *Ashley Pena Larsen*

Phone: *475-7375*

Email: *apena@rmdc.net*

Inspection

Type: *Renewal Inspection*

Date: *03/19/2019*

Time In: *10:00 AM* **Time Out:** *10:50 AM*

Inspector: *Gloria Tatchell*

Phone: *406-444-1954*

Children/Caregiver Observations

Time: *10:00 AM*

children: *13*

under 2: *0*

caregivers: *3*

Time:

children:

under 2:

caregivers:

Time:

children:

under 2:

caregivers:

Staff Ratios

1. License

Yes

Building/Fire Requirements

2. Inside Facility

Yes

3. Equipment

N/A

4. Exiting

Yes

5. Space

Yes

Outdoor Tour

6. Play Area

Yes

7. Swimming

N/A

Program Issues

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

Health Issues

12. Illness Exclusion	Yes
13. Health Prevention	Yes

Medication

14. Administration	N/A
15. Storage	N/A

Infants/Toddlers

16. Diapering	N/A
17. Feeding	N/A
18. Bathing	N/A
19. Sleeping	N/A
20. Activities	N/A
21. Outdoor Activities	N/A
22. Special Requirements	N/A

Transportation

23. Basic Requirements	Yes
24. Child Passenger Safety	Yes

Written Records

25. Parent Information	Yes
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Written Records (*continued*)

26. Facility Records Yes

27. Child File Review **No**

37.95.

141.5. Prior to a child being enrolled or entered into a day care facility, the following must be on file on forms provided by the department:

- 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;
- d. an emergency consent form. This form must accompany staff when children are away from the day care site for activities;

Deficiency

The intent of this rule was not met:

Based on record review, CCL found three children enrolled within the last two to four weeks did not have the department's emergency consent and contact forms on file. See children's information.

Plan of correction accepted 4/1/2019.

28. Medication File Yes

29. Caregiver File Review Yes

30. First Aid Requirements Yes

Administrative Records

31. License-Certificate Yes

32. Facility Requirements Yes

33. Registration/License Process Yes