



# Department of Public Health and Human Services

2401 Colonial Drive, PO Box 202953 ♦ Helena, MT 59601 ♦ (406) 444-2012 ♦ Fax: (406) 444-1742

www.dphhs.mt.gov

## SURVEY TOOL

### Facility

Name: *Sharee R Leuenberger/Joyful Tykes*

Provider ID: *PV107956*

Address: *305 19th St W, Billings, MT 59102*

Type: *Group Child Care*

Service Area: *Billings*

Assigned Worker: *Holly Carr*

Director: *Sharee R Leuenberger*

Phone: *(406) 794-4924*

Email: *joyfultykes@outlook.com*

Contact: *Sharee*

Phone: *406-794-4924*

Email: *joyfultykes@outlook.com*

### Inspection

Type: *Initial Inspection*

Date: *10/26/2018*

Time In: *8:19 AM* Time Out: *10:00 AM*

Inspector: *Holly Carr*

Phone: *406-655-7633*

### Children/Caregiver Observations

Time: *8:38 AM*

# children: *4*

# under 2: *3*

# caregivers: *1*

Time:

# children:

# under 2:

# caregivers:

Time:

# children:

# under 2:

# caregivers:

### Caregivers

*1*

### Staff Changes

### Notes

### Deficiency Notice (Additional Text)

### Staff Ratios

1. License

*Yes*

2. Overlap

*Not Observed*

### Building/Fire Requirements

3. Inside Facility

*Yes*

4. Fire Safety

*Yes*

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## Building/Fire Requirements *(continued)*

|              |     |
|--------------|-----|
| 5. Equipment | Yes |
| 6. Exiting   | Yes |

## Outdoor Tour

|              |           |
|--------------|-----------|
| 7. Play Area | <b>No</b> |
|--------------|-----------|

37.95.121.5.: *The indoor and outdoor play areas must be clean, reasonably neat, and free from accumulation of dirt, rubbish, or other health hazards.*

### Deficiency

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

*Based on observation and interview, CCL found that the outdoor area was not free from health hazards. Garbage located outside the entrance door, used to dispose of diapers, did not have a lid on it.*

|             |     |
|-------------|-----|
| 8. Swimming | N/A |
|-------------|-----|

## Program Issues

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

## Health Issues

|                       |     |
|-----------------------|-----|
| 13. Illness Exclusion | Yes |
|-----------------------|-----|

|                       |           |
|-----------------------|-----------|
| 14. Health Prevention | <b>No</b> |
|-----------------------|-----------|

37.95.183.2.: *A first aid kit must be kept on site at all times and must at a minimum contain:*

### Deficiency

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

*Based on review of first aid kit, CCL found that the kit did not contain the following items: phone number for the Montana Poison Control Center.*

37.95.183.2.: *A first aid kit must be kept on site at all times and must at a minimum contain:*

### Deficiency

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

*Based on review of first aid kit, CCL found that the kit did not contain the following items: scissors.*

## Medication

|                    |     |
|--------------------|-----|
| 15. Administration | N/A |
| 16. Storage        | N/A |

## Infants/Toddlers

|                        |     |
|------------------------|-----|
| 17. Diapering          | Yes |
| 18. Feeding            | Yes |
| 19. Bathing            | N/A |
| 20. Sleeping           | Yes |
| 21. Activities         | Yes |
| 22. Outdoor Activities | Yes |

## Nutrition/Food Issues

|                    |     |
|--------------------|-----|
| 23. Sanitation     | Yes |
| 24. Meal Frequency | Yes |
| 25. Special Diet   | N/A |

## Transportation

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

## Written Records

|                        |           |
|------------------------|-----------|
| 28. Parent Information | <b>No</b> |
|------------------------|-----------|

37.95.715.1.:A written plan of daily activities and routines, in addition to free play, must be established. The plan must be flexible to accommodate the ages and needs of individual children and the group as a whole. It must be designed with intervals of stimulation and relaxation, and a balance between periods of active play and quiet play or rest.

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

Based on review of facility records, CCL found that provider did not have a written plan of daily activities.

## Written Records (continued)

## 29. Facility Records

**No**

37.95.106.4.: Before a regular one year registration certificate may be granted, the following shall be submitted by the applicant at the time of application and annually thereafter:

Deficiency

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

Based on observation and interview, CCL found that documentation of fire drills were not available.

37.95.106.4.: Before a regular one year registration certificate may be granted, the following shall be submitted by the applicant at the time of application and annually thereafter:

Deficiency

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

Based on observation and interview, CCL found that provider did not have an emergency evacuation plan.

37.95.141.1.: The facility shall keep a daily attendance record of the children for whom care is provided.

Deficiency

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

Based on review of facility records, CCL found that the provider did not have a daily attendance record.

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

Deficiency

**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 with the names of parents and children and contact numbers.

## 30. Child File Review

**No**

37.95.140.15.: A child under 5 years of age seeking to attend a day care facility is not required to be immunized against Haemophilus influenza type B if the parent or guardian of the child objects thereto in a signed, written statement indicating that the proposed immunization interferes with the free exercise of the religious beliefs of the person signing the statement.

Deficiency

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

Based on record review, CCL found that the following information was not maintained on forms provided by the department: an emergency consent form.

37.95.1003.1.: 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.

Deficiency

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

Based on record review, CCL found that there were [ ] infant(s) that did not have an individualized feeding schedule on file. See enclosed copy of children's record review.

Deficiency (continued)

37.95.128.1.: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:

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

Based on record review, CCL found that there were [ ] children under age two that did not have a pediatric health record [ ]. See enclosed copy of children's record review.

37.95.1003.1.: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.

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

Based on record review, CCL found that there were infant(s) (under the age of 18 months)that did not have an individualized feeding schedule on file.

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**31. Medication File**

N/A

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**32. Caregiver File Review****No**

37.95.703.2.:The provider and all staff, including care-givers, aides, volunteers, kitchen and custodial staff, and persons over age 18 residing in the day care facility or staying in the facility on a regular or frequent basis, must obtain a completed criminal background check, a completed child protective services check, and a statement of health. For those persons who are considered care-givers, this information must be completed before providing direct unsupervised care to the children attending the day care facility. The director or provider/owner of the facility is responsible for ensuring these reports and other pertinent information are completed and submitted to the department within 15 actual days of the care-giver providing care.

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

Based on observation and interview, CCL found that an unapproved caregiver was providing care for children in the daycare. CCL has no record of background checks or information on the employee. Employee was sent home.

37.95.160.1.:The provider shall maintain records regarding each care-giver which include:

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

Based on observation and interview, CCL found that the provider did not have the following information on each caregiver: results of a criminal and protective services background check.

37.95.160.1.:The provider shall maintain records regarding each care-giver which include:

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

Based on observation and interview, CCL found that the provider did not have the following information on each caregiver: a record of training and verifiable experience.

37.95.160.1.:The provider shall maintain records regarding each care-giver which include:

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32. Caregiver File Review (*continued*) **No**

Deficiency

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

*Based on observation and interview, CCL found that the provider did not have the following information on each caregiver: immunization records that establish compliance with ARM 37.95.140.*

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33. First Aid Requirements Yes

Administrative Records

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34. License-Certificate Yes

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35. Facility Requirements Yes

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36. Registration/License Process Yes