



# 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:** Sharon Richardson

**Type:** Renewal Inspection      **Date:** 06/22/2017      **Time:** 10:

**Director:** Sharon Richardson

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

**Licensing Worker:** Pam West      **Phone #:** (406) 262-9790

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**Time:** 10:00 AM # **children:** 3 # **under 2:** 3 # **caregivers:** 1

**Time:** \_\_\_\_\_ # **children:** \_\_\_\_\_ # **under 2:** \_\_\_\_\_ # **caregivers:** \_\_\_\_\_

**Time:** \_\_\_\_\_ # **children:** \_\_\_\_\_ # **under 2:** \_\_\_\_\_ # **caregivers:** \_\_\_\_\_

**STAFF RATIOS**

Yes	1. License
N/A	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
N/A	12. Night Care

**HEALTH ISSUES**

Yes	13. Illness Exclusion
Yes	14. Health Prevention

**MEDICATION**

N/A	15. Administration
Yes	16. Storage

**INFANTS/TODDLERS**

Yes	17. Diapering
Yes	18. Feeding
N/A	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

N/A	25. Special Diet
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### TRANSPORTATION

N/A	26. Basic Requirements
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N/A	27. Child Passenger Safety
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### WRITTEN RECORDS

Yes	28. Parent Information
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Yes	29. Facility Records
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<b>No</b>	30. Child File Review
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**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:**

Based on record review, CCL found that the following information was not on file: an emergency consent form for one child in care. See enclosed copy of children's record review.

**This plan of correction was accepted on July 3, 2017.**

N/A	31. Medication File
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N/A	32. Caregiver File Review
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Yes	33. First Aid Requirements
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### ADMINISTRATIVE RECORDS

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