



# 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:** Teresa D Smith / Step By Step

**Type:** Key Indicator Survey      **Date:** 10/27/2017      **Time:** 12:00 PM

**Director:** Teresa Smith

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

**Licensing Worker:** Diana Lamers      **Phone #:** (406) 751-5962

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**Time:** 12:00 PM # **children:** 11 # **under 2:** 1 # **caregivers:** 3

**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

**HEALTH ISSUES**

Yes 14. Health Prevention

**MEDICATION**

N/A 16. Storage

**INFANTS/TODDLERS**

Yes 17. Diapering

Yes 20. Sleeping

**WRITTEN RECORDS**

Yes 28. Parent Information

Yes 29. Facility Records

Yes 30. Child File Review

Yes 32. Caregiver File Review

Yes 33. First Aid Requirements