



Department of Public Health and Human Services

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

INSPECTION INFORMATION

Facility: Teresa Seward

Type: Renewal Inspection **Date:** 02/07/2017 **Time:** 01:00 PM

Director: Teresa Seward

Contact: Teresa

Licensing Worker: Cora Helm **Phone #:** (406) 655-7632

Time: 01:00 PM # **children:** 4 # **under 2:** 1 # **caregivers:** 1
Time: # **children:** # **under 2:** # **caregivers:**
Time: # **children:** # **under 2:** # **caregivers:**

STAFF RATIOS

Not Observed 1. License

Not Observed 2. Overlap

BUILDING/FIRE REQUIREMENTS

Yes 3. Inside Facility

No 4. Fire Safety

37.95.706(2)

(2) A fire extinguisher must be easily accessible on each floor level. The minimum level of extinguisher classification is 2A10BC. Fire extinguishers shall be mounted near outside exit doors.

The intent of this rule was not met:

Based on observation and interview, CCL found that a fire extinguisher was not mounted in the downstairs area.

CCL accepted Plan of Correction 003/01/2017.

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

Not Observed 11. Activities

Not Observed 12. Night Care

HEALTH ISSUES

Yes 13. Illness Exclusion

Yes 14. Health Prevention

MEDICATION

Yes 15. Administration

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 surfaces were not cleaned after each use.

INFANTS/TODDLERS

CCL accepted Plan of Correction 003/01/2017.

Not Observed	18. Feeding
Not Observed	19. Bathing
Yes	20. Sleeping
Not Observed	21. Activities
Not Observed	22. Outdoor Activities

NUTRITION/FOOD ISSUES

Not Observed	23. Sanitation
Not Observed	24. Meal Frequency
Not Observed	25. Special Diet

TRANSPORTATION

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

WRITTEN RECORDS

Not Observed	28. Parent Information
No	<p>29. Facility Records</p> <p>37.95.702(6) (5) The provider shall maintain an up-to-date a master list with the name, address, and phone number of all children in care and their parents or guardians. The intent of this rule was not met:</p> <p>Based on interview, CCL found that the provider did not maintain an up-to-date master list. CCL accepted Plan of Correction 003/01/2017.</p>
No	<p>30. Child File Review</p> <p>37.95.140(1)-(4) (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:</p> <p>Based on record review, CCL found that there was 1 child that did not have up to date immunizations on file.</p>

WRITTEN RECORDS

See enclosed copy of children's record review.
CCL accepted Plan of Correction 003/01/2017.
37.95.141(6)

(6) The information supplied in (5)(a) through (d) must be maintained on forms provided by the department and must be signed by the parent or guardian.

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 for 3 children needs updated, one child's form wasn't signed by parent and one child didn't have an emergency contact form on file. See enclosed copy of children's records review.

CCL accepted Plan of Correction 003/01/2017.

<p>No</p>	<p>31. Medication File</p> <p>37.95.181(4)(b)</p> <p>(4) If the provider/facility elects to administer medication to children, the provider/facility must maintain the following documentation on site:</p> <p>(b) a written medication administration policy which includes at a minimum:</p> <p>(i) types of medication which may be administered; and</p> <p>(ii) medication administration which may be administered; and including the route of medication administration, the amount of medication given, and the times when medication is to be administered; and</p> <p>The intent of this rule was not met:</p> <p>Based on review of facility records, CCL found that medication administration policy did not include that the medication authorization form must be completed each time medication is given.</p> <p>CCL accepted Plan of Correction 003/01/2017.</p>
-----------	---

<p>Not Observed</p>	<p>32. Caregiver File Review</p>
---------------------	----------------------------------

<p>No</p>	<p>33. First Aid Requirements</p> <p>37.95.183(1)</p> <p>(1) Each provider shall adopt and follow written policies for first aid consistent with recommendations from the American Red Cross. These policies must include but are not limited to:</p> <p>(a) procedures for handling medical emergencies, including calling the Emergency Montana Poison Control Center at 1 (800) 222-1222 when a child is suspected of having ingested any poisonous or toxic substance; and</p> <p>(b) directions for calling parents or someone else designated as responsible for the child when a child is sick or injured.</p> <p>The intent of this rule was not met:</p> <p>Based on review of facility records, CCL found that the provider did not have written policies for first aid consistent with recommendations from the American Red Cross that includes the following information : procedures for handling medical emergencies, <u>including calling the Montana Poison Control Center.</u></p> <p>CCL accepted Plan of Correction 003/01/2017.</p>
-----------	---

ADMINISTRATIVE RECORDS

<p>Not Observed</p>	<p>34. License-Certificate</p>
<p>Not Observed</p>	<p>35. Facility Requirements</p>
<p>Not Observed</p>	<p>36. Registration/License Process</p>