



## Family Day Care Home Information

Name: Maria Bules Family Day Care Home Inc  
ID Number: F05HE0073  
Address: 2507 Matheson Ave, Spring Hill FL 34608-4304  
Phone Number: (386) 383-4106 Capacity: 10  
Owner/Director/Staff Responsible: Maria Bules

DCF Standards  
DCF & SR Standards  
SR Standards

## Inspection Information

Type: Routine Date: 11/14/2016 Arrival/Departure Time: 01:05 PM to 02:35 PM  
Staff Present: 1 Children Present: 5

### INSPECTION CHECKLIST

#### STAFFING REQUIREMENTS

01. Operator ss. 402.318, F.S. && rule 65C-20.009(2)(a), F.A.C. Compliance

02. Written Plan for Substitute rule 65C-20.009(2)(b), F.A.C. Compliance

03. Background Screening Requirements ss. 402.313(3), 402.305(2)(a), 402.302(13), F.S. && rule 65C-20.008(3) && (4), F.A.C. Compliance

Compliance Comments

The Child Care Development Block Grant Reauthorization of 2014 requires each state, including Florida, to certify that all child care personnel have been screened and are eligibility to work in child care based on the new elements. To facilitate this certification, child care providers, nonpublic schools, religious exempt child care provides, public schools providing child care, large family child care homes and family day care homes must rescreen personnel to include all owners, operators, child care personnel, household members, substitutes and volunteers by September 2017. The rescreening must include level 2 screening, search of sexual predator and sexual offender registry, and child abuse and neglect registry of any state in which the applicant resided during the preceding 5 years.

The Department is asking child Care Providers to begin scheduling rescreening in September 2016 for anyone that was screened prior to July 1st, 2016. Providers will have nine months to rescreen all required owners, operators, child care personnel, household members, volunteers and substitutes. All rescreens must be initiated in the Clearinghouse and fingerprints must be submitted by a Clearinghouse compatible Live Scan vendors. It is extremely important that the initiation of the screening occur in the Clearinghouse prior to the arrival at a live scan vendor location. Failure to do so will result in the Department not being able to accept the results and the individual will have to be rescreened including the cost again. Please ensure the correct ORI number is used when sending an individual for fingerprinting.

Directions are outlined under Counselor's comments.

04. Staff Training rule 65C-20.009(1)(a),65C-20.009(3)(d)&(e) && (4), F.A.C. Compliance

Compliance Comments

Reminder: 10 hours of in-service training should be completed prior to expiration of licensure year.

05. Indoors and Outdoors Supervision rule 65C-20.009(2)(c)&(5), F.A.C. Compliance

#### HEALTH REQUIREMENTS

06. Animal Immunizations rule 65C-20.010(1)(a), F.A.C. Not Applicable

Not Applicable Comments

No pets.

07. Toxic Substances, Hazardous Materials and Hazardous Items rule 65C-20.010(1)(b), F.A.C. Compliance

Compliance Comments

Counselor observed that all toxic and hazardous materials are kept out of the reach of children or locked in an area inaccessible to children.

08. Smoking on Premise rule 65C-20.010(1)(c), F.A.C. Not Applicable

Not Applicable Comments

No smokers in the home or on the premises.



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<b>09. Firearms and Weapons rule 65C-20.010(1)(d), F.A.C.</b>	<b>Not Applicable</b>
<u>Not Applicable Comments</u>	
Does Not Apply.	
<b>10. Play Areas Clean and Free of Litter rule 65C-20.010(1)(e), F.A.C.</b>	<b>Compliance</b>
<u>Compliance Comments</u>	
<b>11. Outdoor Time and Play Area Requirements rule 65C-20.010(1)(f)-(h), F.A.C.</b>	<b>Compliance</b>
<b>12. Swimming Pools rule 65C-20.010(1)(i)(j), F.A.C.</b>	<b>Not Applicable</b>
<u>Not Applicable Comments</u>	
No pool. Jacuzzi has a barrier and covered.	
<b>13. Appropriate, Safe and Sanitary Bedding rule 65C-20.010(1)( k)-(o), F.A.C.</b>	<b>Compliance</b>
<u>Compliance Comments</u>	
Children nap space is 18 inches apart.	
<b>14. Drinking Water and Single Service Disposables rule 65C-20.010(1)(p)(q), F.A.C.</b>	<b>Compliance</b>
<b>15. Vermin/Pest Control rule 65C-20.010(1)(r), F.A.C.</b>	<b>Compliance</b>
<b>16. Furnishings, Equipment and Plumbing are Sanitary are Free from Hazards and in Good Repair rule 65C-20.010(1)(s), 2(d), F.A.C.</b>	<b>Compliance</b>
<b>17. Smoke Detector, Fire Extinguisher, Corded Telephone, Lighting, Temperature and Ventilation rule 65C-20.010(1)(s), F.A.C.</b>	<b>Compliance</b>
<u>Compliance Comments</u>	
Smoke detector is operable, fire extinguisher expires 4/2017, land line phone is operable, lighting, temperature and ventilation is sufficient.	
<b>18. Nutritious Meals and Snacks Provided rule 65C-20.010(1)(t), F.A.C.</b>	<b>Compliance</b>
<u>Compliance Comments</u>	
Provider prepares nutritional meals based upon the posted menu.	
<b>19. Handwashing rule 65C-20.010(2)(a)(d)-(f), F.A.C.</b>	<b>Compliance</b>
<u>Compliance Comments</u>	
Counselor observed hand washing after toileting.	
<b>20. Soiled Items rule 65C-20.010(2)(b), F.A.C.</b>	<b>Compliance</b>
<b>21. Potty Chairs Cleaned and Sanitized rule 65C-20.010(2)(c), F.A.C.</b>	<b>Compliance</b>
<u>Compliance Comments</u>	
Potty chair clean.	
<b>22. Individually Labeled Towels and Wash Cloths rule 65C-20.010(2)(f), F.A.C.</b>	<b>Compliance</b>
<u>Compliance Comments</u>	
Bathrooms have soap, toilet paper and paper towels for use.	



**23. Diapering Area Clean and Sanitized rule 65C-20.010(2)(g), F.A.C. Compliance**

Compliance Comments

Changing table is clean.

**24. First Aid Kit rule 65C-20.010(3)(a), F.A.C. Compliance**

Compliance Comments

First Aid Kit is complete. Provider's First Aid / CPR expires 3/12/2018.

**25. Emergency Telephone Information rule 65C-20.010(3)(b)1., F.A.C. Compliance**

Compliance Comments

Emergency numbers and directions are posted in the kitchen.

**26. Documented Accidents, Incidents and Health Related Symptoms rule 65C-20.010(3)(b) 2. and 3., F.A.C. Compliance**

**27. Fire Drills/Emergency Preparedness rule 65C-20.010(3)(b)4 through 7, && rule 65C-20.010, F.A.C. Compliance**

Compliance Comments

During todays inspection, per the written record, the counselor observed:  
Last fire drill was conducted on 11/2/2016.  
Fire drill using alternate route was conducted on 10/18/2016.  
Fire drill during nap time was conducted on today 11/14/2016 at 1:53PM.  
Fire drill with counselor present was conducted on today 11/14/2016.  
Lockdown drill was conducted 11/2/2016.  
Tornado / storm drill was conducted on 11/2/2016.

REMINDER: Each licensure year, conduct monthly fire drills, (12). Prior to the license renewal inspection, a nap time fire drill, an alternate exit fire drill, and a fire drill with the Counselor are required. Up to three emergency drills, such as a lockdown, severe weather, bomb scare, etc., may be substituted for a fire drill.

**28. Communicable Disease Control rule 65C-20.010(4), F.A.C. Compliance**

**29. Prescription and Non-Prescription Medication rule 65C-20.010(5)(a)(c)(g)(h), F.A.C. Not Monitored**

Not Monitored Comments

Provider have not given medication, but forms are available.

**30. Documentation of Dispensed Medication rule 65C-20.010(5)(a)(b)(d)-(f), F.A.C. Not Monitored**

Not Monitored Comments

See #29

**HEALTH RECORDS**

**31. Immunization Records rule 65C-20.011(1)(a), F.A.C. Compliance**

Compliance Comments

All children immunizations are current.

**32. Student Health and Records rule 65C-20.011(1)(b)(c), F.A.C. && s. 402.313, F.S. Compliance**

Compliance Comments

Annually, during the months of August and September, parents of children enrolled are to be provided information detailing the causes, symptoms, and transmission of the influenza virus.



**33. Enrollment Information rule 65C-20.011(2), F.A.C. Compliance**

Compliance Comments

Counselor reviewed all 5 children files.

**ENFORCEMENT**

**34. Access to the Premises/Misrepresentation ss. 402.319, F.S. && rule 65C-20.012(4), F.A.C. Compliance**

Compliance Comments

Counselor inspected the entire home.

**35. Licensed Capacity ss. 402.302(7), F.S. Compliance**

Compliance Comments

Home is license for 10 children. 5 children present during time of inspection ( 1-3 yoa, 2-4 yoa, 2-2 yoa).

**36. Child Discipline ss. 402.305(12)(a), F.S. && rule 65C-20.010(6), F.A.C. Compliance**

Compliance Comments

Discipline policy is located in the children files.

**37. Transportation and Supervision rule 65C-20.010(1)(c) && (8), F.A.C. Not Applicable**

Not Applicable Comments

Transportation is not provided.

**38. Child Abuse or Neglect ss. 402.319, F.S. && rule 65C-20.010(7), F.A.C. Compliance**

Compliance Comments

Pursuant to Florida Statute 39.604, the Rilya Wilson Act requires children from birth to school entry age who are under court ordered services and enrolled in a licensed early education or child care program to be enrolled to participate in a child care program five (5) days per week. Due to this legislature, there are reporting requirements for child care providers who service this population (birth to school entry age and under court ordered protective supervision) or in the custody of the Department of Children & Families or Community Based Care Lead Agency.

Report to Kids Central Incorporated (Marion, Lake, Sumter, Citrus and Hernando):  
RilyaWilson@kidscentralinc.org

If further assistance is needed please contact Kids Central Incorporated at:

901 Industrial Drive  
Wildwood, FL 34785  
352-873-6332  
ATTN: Kevin Maloney

1. A child enrolled and identified under the Rilya Wilson Act may not be withdrawn from the program without the prior written approval of the Family Safety Program Office of the Department of Children and Family Services or the community-based lead agency.
2. If a child included in the Rilya Wilson Act is absent from the program on a day when he or she is supposed to be present and the person with whom the child resides, whether the parent or caregiver, fails to timely report the absence, the absence is considered to be unexcused. The program shall report any unexcused absence or seven consecutive excused absences of a child who is enrolled in the program and covered by this act to the local designated staff of the Family Safety Program Office of the Department of Children and Family Services or the community based lead agency by the end of the business day following the unexcused absence or the seventh consecutive excused absence.



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Steps for completing rescreening:

1. Complete a search in the Clearinghouse prior to sending staff to a live scan provider for screening to determine:
  - a. If the individual is not found after a search, there is no prior screening in the Clearinghouse, select Initiate Screening.
  - b. If the individual is already in the Clearinghouse, with a Clearinghouse screening available and a status of DCF Child Care Eligible, the individual does not have to go to a live scan vendor for fingerprinting again. Eligibility will be based on the fingerprints retained in the Clearinghouse. You may add the individual to your roster.
  - c. If the eligibility indicates an Agency Review is required, you must select Initiate Agency Review. This is no cost to you as a provider. This will provide you with an updated Florida Criminal History Public Record.
  - d. If there has been a break in service of 90 days, you must select Initiate Resubmission. You will receive an updated Florida Criminal History Public Record.
  - e. Upon hire, becoming a household member, substitute, or volunteer, immediately add the individual to your program roster.

Important Note: All fingerprinting must occur through a Live Scan compatible vendor. Check the listing in the Clearinghouse prior to initiating and scheduling an appointment with a vendor. Fingerprinting from a vendor that is not Clearinghouse compatible cannot be processed by DCF for the purposes of a clearance for child care employment.

2. The fingerprint results from the Federal Bureau of Investigation will be returned to DCF via the Florida Department of Law Enforcement. DCF will review both the federal and state criminal history results, along with state criminal records, national sex offender registry, and the child abuse and neglect registry.
3. DCF will issue an eligible or non eligible result for employment through the Clearinghouse upon completion of searches and results from other states, if applicable.
4. DCF will send a letter/email to the employer advising of the search of the Florida's child abuse and neglect registry.
5. The employer/owner/operator must conduct employment history checks, including documented attempts to contact each employer that employed the individual within the preceding five years and documentation of the findings.
6. The employer/owner/operator must send a request for a search of each state's child abuse and neglect registry if the individual has lived outside the state of Florida in the preceding five years. Visit [www.myflfamilies.com/backgroundscreening](http://www.myflfamilies.com/backgroundscreening), click on the Out of State Abuse Registry Check link to obtain the instructions and forms to complete to submit a request for a search. Documentation of the date the search was requested, and the date the results were received, must be maintained in the employee's file for review by the licensing authority.
7. The employer/owner/operator must conduct a search of the sexual offender/predator website in Florida via <https://offender.fdle.state.fl.us/offender/homepage.do>, and any state the individual has lived in outside the state of Florida in the preceding five years. Visit [www.myflfamilies.com/backgroundscreening](http://www.myflfamilies.com/backgroundscreening), click on the Out of State Sexual Predator/Offender Registry Check link to obtain the instructions and forms to complete to submit the request for a search. Documentation of the search date, and findings from each state, must be documented in the employee's file for review by the licensing authority.
8. The employer/owner/operator must maintain on-site at the program copies/documentation of completion of all applicable elements in the screening process for an individual in the personnel file for review by the licensing authority.
9. Failure to initiate the screening through the Clearinghouse prior to fingerprinting will result in invalid screening and the individual will have to be re-fingerprinted and pay the fees again.
10. Immediately remove individuals from the program roster when employment terminates.

The failure of the state to certify compliance could result in the loss of funding to the state to support school readiness programs and their families.

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**Received by:** Maria Bules  
**Date:** 11/14/2016

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**Inspected by:** Sylvia Collins  
**Date:** 11/14/2016