



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: Renewal Date: 05/22/2017 Arrival/Departure Time: 11:10 AM to 01:25 PM
Staff Present: 1 Children Present: 4
[School Readiness Inspection]

INSPECTION CHECKLIST

STAFFING REQUIREMENTS

01. Operator ss. 402.318, F.S. && rule 65C-20.009(2)(a), F.A.C. (Form OEL-SR-6206, Section 1 Operators, Page 10) Compliance

02. Written Plan for Substitute rule 65C-20.009(2)(b), F.A.C. (Form OEL-SR-6206, Section 2 Substitutes/Employees, Page 11) Compliance

Compliance Comments

Substitutes. There shall be a written plan to provide at least one other competent adult, who must be at least 18 years of age, to be available as a substitute for the operator on a temporary or emergency basis.
1. This plan shall include the name, address, and telephone number of the designated substitute. Proof of background screening clearance and completion of required training for the designated substitute must be submitted with the written plan at time of licensure.
2. Any changes to the substitute plan that occur during the homes licensure year must be submitted to the licensing authority within five working days of the change.
3. Family day care home operators must maintain written documentation (i.e. time records) of the hours a substitute worked in their home each day for the preceding 12 months. Substitutes may not work more than 40 hours per month on average over a six month period in any single home for which they have been identified as the designated substitute.

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. (Form OEL-SR-6206, Section 18.4 Background Screening, Pages 38-39),(Form OEL-SR-6206, Section 4 Supervision, Page 13) Compliance

Compliance Comments

For Family Day Care Home or Large Family Child Care Home - The new Affidavit of Good Moral Character, Form CF 1649A, July 2012 is to be completed once by the operator, employee, substitute and adult family members at the time of initial licensure.

New employees, substitutes and adult household members or household members turning 18 years of age must complete the form at the time of the change or if there has been a break in service greater than 90 days. Each form is to be notarized and include the signature of the person attesting to the form. This form is not required to be submitted annually.

5 year rescreening: The FDCH operator was provided technical assistance regarding the new background screening requirements: All persons defined as child care personnel under s. 402.313(3), F.S., are now required to be fingerprinted along with a statewide criminal records check through FDLE and a local criminal records check.

Initial screening: The FDCH operator was provided technical assistance regarding the new background screening requirements: No person defined as child care personnel under s. 402.313(3), F.S., may be hired, selected or otherwise be allowed to have contact with children until all level 2 screening requirements have cleared with no disqualifying offenses.

04. Staff Training rule 65C-20.009(1)(a),65C-20.009(3)(d)&(e) && (4), F.A.C. (Form OEL-SR-6206, Section 12.4 First Aid and Cardio Pulmonary Resuscitation, Page 25-26 and Section 17 Training Requirements, Pages 32-35) 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. (Form OEL-SR-6206, Section 4 Supervision, Page 13) Compliance

HEALTH REQUIREMENTS



06. Animal Immunizations rule 65C-20.010(1)(a), F.A.C. (Form OEL-SR-6206, Section 9 Physical Environment, Pages 17-21)	Not Applicable
<u>Not Applicable Comments</u>	
No pets.	
07. Toxic Substances, Hazardous Materials and Hazardous Items rule 65C-20.010(1)(b), F.A.C. (Form OEL-SR-6206, Section 9 Physical Environment,	Compliance
<u>Compliance Comments</u>	
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. (Form OEL-SR-6206, Section 9 Physical Environment, Pages 17-21)	Compliance
<u>Compliance Comments</u>	
Provider stated no smokers on the premise or in the home.	
09. Firearms and Weapons rule 65C-20.010(1)(d), F.A.C. (Form OEL-SR-6206, Section 9 Physical Environment, Pages 17-21)	Not Applicable
<u>Not Applicable Comments</u>	
Does not apply.	
10. Play Areas Clean and Free of Litter rule 65C-20.010(1)(e), F.A.C. (Form OEL-SR-6206, Section 9 Physical Environment, Pages 17-21)	Compliance
11. Outdoor Time and Play Area Requirements rule 65C-20.010(1)(f)-(h), F.A.C. (Form OEL-SR-6206, Section 9 Physical Environment, Pages 17-21 and Section 10 Equipment and Furnishings, Pages 21-22)	Compliance
12. Swimming Pools rule 65C-20.010(1)(i)(j), F.A.C. (Form OEL-SR-6206, Section 9 Physical Environment, Pages 17-21)	Not Applicable
<u>Not Applicable Comments</u>	
No pool.	
13. Appropriate, Safe and Sanitary Bedding rule 65C-20.010(1)(k)-(o), F.A.C. (Form OEL-SR-6206, Section 9.4 Nap and Sleep Space(s)/Safe Sleep Practices, Pages 19-20 and Section 11.4 Bedding and Linens, Pages 23-24)	Compliance
14. Drinking Water and Single Service Disposables rule 65C-20.010(1)(p)(q), F.A.C. (Form OEL-SR-6206, Section 16 Food and Nutrition, Pages 29-32)	Compliance
15. Vermin/Pest Control rule 65C-20.010(1)(r), F.A.C. (Form OEL-SR-6206, Section 9 Physical Environment, Pages 17-21)	Compliance
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. (Form OEL-SR-6206, Section 10 Equipment and Furnishings, Pages 21-22),(Form OEL-SR-6206, Section 9 Physical Environment, Pages 17-21 and Section 13.1 Fire Safety, Page 27)	Compliance
17. Smoke Detector, Fire Extinguisher, Corded Telephone, Lighting, Temperature and Ventilation rule 65C-20.010(1)(s), F.A.C. (Form OEL-SR-6206, Section 9 Physical Environment, Pages 17-21 and Section 13.1 Fire Safety, Page 27)	Compliance
<u>Compliance Comments</u>	
Smoke detector is operable, fire extinguisher expires 4/2018, corded phone is operable, lighting, temperature and ventilation is sufficient.	



18. Nutritious Meals and Snacks Provided rule 65C-20.010(1)(t), F.A.C. (Form OEL-SR-6206, Section 16.1 Food Hygiene, Page 30)	Compliance
<u>Compliance Comments</u> Provider prepares nutritional meals based upon the posted menu. Menus posted,	
19. Handwashing rule 65C-20.010(2)(a)(d)-(f), F.A.C. (Form OEL-SR-6206, Section 9.6 - Bathrooms and Sinks, Page 20, Section 11.2 - Handwashing, Page 23, and Section 11.3 - Diapering, Page 23)	Compliance
<u>Compliance Comments</u> Counselor observed hand washing after lunch.	
20. Soiled Items rule 65C-20.010(2)(b), F.A.C. (Form OEL-SR-6206, Section 9.6 - Bathrooms and Sinks, Page 20, Section 11.2 - Handwashing, Page 23, and Section 11.3 - Diapering, Page 23)	Compliance
<u>Compliance Comments</u> Plastic lined container with secure cover is provided for soiled items.	
21. Potty Chairs Cleaned and Sanitized rule 65C-20.010(2)(c), F.A.C. (Form OEL-SR-6206, Section 9.6 - Bathrooms and Sinks, Page 20, Section 11.2 - Handwashing, Page 23, and Section 11.3 - Diapering, Page 23)	Not Applicable
<u>Not Applicable Comments</u> No potty chairs.	
22. Individually Labeled Towels and Wash Cloths rule 65C-20.010(2)(f), F.A.C. (Form OEL-SR-6206, Section 9 Physical Environment, Page 20)	Compliance
<u>Compliance Comments</u> Counselor observed that home uses both cloth hand towels and paper towels. Cloth hand towels was observed being used once then tossed in washer. 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. (Form OEL-SR-6206, Section 11.3 Diapering, Page 23)	Compliance
<u>Compliance Comments</u> Changing table is clean and sanitized.	
24. First Aid Kit rule 65C-20.010(3)(a), F.A.C. (Form OEL-SR-6206, Section 12 Health Related Requirements, Pages 25-26)	Compliance
<u>Compliance Comments</u> Providers CPR / First Aid expires 3/12/2018. Substitute First Aid expires 3/12/2018. CPR expires 12/10/2018.	
25. Emergency Telephone Information rule 65C-20.010(3)(b)1., F.A.C. (Form OEL-SR-6206, Section 14 Emergency Procedures and Notification, Page 28)	Compliance
<u>Compliance Comments</u> Emergency numbers and directions to the home 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. (Form OEL-SR-6206, Section 14 Emergency Procedures and Notification, Page 28)	Compliance



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27. Fire Drills/Emergency Preparedness rule 65C-20.010(3)(b)4 through 7, && rule 65C-20.010, F.A.C. (Form OEL-SR-6206, Section 13 Fire Safety and Emergency Preparedness and Response, Pages 26-28) Compliance

Compliance Comments

Fire Drills:
Last fire drill was conducted on 5/11/2017.
Fire drill using alternate route was conducted on 4/11/2017.
Fire drill with the Counselor was conducted on 11/14/2016.
Fire drill during naptime was conducted on 11/14/2016 at 1:53PM.
Tornado drill was conducted on 4/11/2017.
Lockdown drill was conducted on 5/11/2017.

REMINDER: Conduct (10) fire drills each licensure year, prior to the renewal inspection, which include a nap time fire drill, an alternate exit fire drill, and a fire drill with the Counselor. Conduct (2) emergency drills which includes a severe weather drill and a lockdown drill.

28. Communicable Disease Control rule 65C-20.010(4), F.A.C. (Form OEL-SR-6206, Section 12 Health Related Requirements, Pages 24-26) Compliance

29. Prescription and Non-Prescription Medication rule 65C-20.010(5)(a)(c)(g)(h), F.A.C. (Form OEL-SR-6206, Section 15 Medication, Page 29) Not Monitored

Not Monitored Comments

Provider has not given medication. Forms are available.

30. Documentation of Dispensed Medication rule 65C-20.010(5)(a)(b)(d)-(f), F.A.C. (Form OEL-SR-6206, Section 15 Medication, Page 29) Not Monitored

Not Monitored Comments

See #29

HEALTH RECORDS

31. Immunization Records rule 65C-20.011(1)(a), F.A.C. (Form OEL-SR-6206, Section 18.2 Record Keeping/Childrens Files, Pages 36-38) Compliance

Compliance Comments

All immunizations are current.

32. Student Health and Records rule 65C-20.011(1)(b)(c), F.A.C. && s. 402.313, F.S. (Form OEL-SR-6206, Section 18.2 Record Keeping/Childrens Files, Pages 36-38) 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. (Form OEL-SR-6206, Section 18.2 Record Keeping/Childrens Files, Pages 36-38) Compliance

Compliance Comments

Counselor reviewed all six children files.

ENFORCEMENT

34. Access to the Premises/Misrepresentation ss. 402.319, F.S. && rule 65C-20.012(4), F.A.C. (Form OEL-SR-6206, Section 19 Access and Section 20 Child Safety, Page 40) Compliance

Compliance Comments

Counselor inspected the entire home.



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35. Licensed Capacity ss. 402.302(7), F.S. (Form OEL-SR-6206, Section 3 Ratios/Group Size, Page 12) Compliance

Compliance Comments

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

36. Child Discipline ss. 402.305(12)(a), F.S. && rule 65C-20.010(6), F.A.C. (Form OEL-SR-6206, Section 8 Child Discipline, Pages 16-17) Compliance

Compliance Comments

The Family Home Daycare provider will provide written notification of the facility's disciplinary policy to parents and legal guardians. Methods of discipline practices will not include the use of spanking or other forms of physical punishment. Discipline must be age appropriate and constructive.

37. Transportation and Supervision rule 65C-20.010(1)(c) && (8), F.A.C. (Form OEL-SR-6206, Section 4 Supervision, Page 13),(Form OEL-SR-6206, Section 5 Transportation (If Applicable, Pages 14-15) 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. (Form OEL-SR-6206, Section 20 Child Safety, Page 40) 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.



Counselor Comments

Clearinghouse background screening:

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 Floridas 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 states 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, 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 employees 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, 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 employees 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 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.

Received by: Maria Bules
Date: 05/22/2017

Inspected by: Sylvia Collins
Date: 05/22/2017