

NEBRASKA

Good Life. Great Mission.

DEPT. OF HEALTH AND HUMAN SERVICES



Pete Ricketts, Governor

February 12, 2018

SNUGGLE BUGS

Debbie Underwood and Treva Sowash, Owners
5112 W. Hughes Street
Lincoln, NE 68524

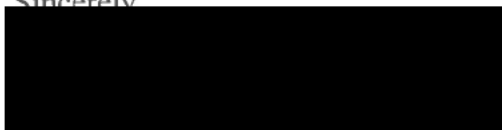
Dear Ms. Underwood and Ms. Sowash:

In accordance with the letter written by Kathee Sanchez, Child Care Licensing Supervisor, on February 7, 2018, your original License to operate a Family Child Care Home II in the State of Nebraska has been placed on Corrective Action Status. A license imprinted with the term "Corrective Action Status" is enclosed. This status became effective February 7, 2018, and it will remain in effect until August 7, 2018. Upon completion of this term, a new license will be issued to you.

At this time we ask that you submit your current license by return mail, within the next seven (7) days, to DHHS, Division of Public Health, Licensure Unit, Attn: Chris Kort, 301 Centennial Mall South, Lincoln, NE 68509-4986.

If you have any questions, please contact Kathee Sanchez, Child Care Licensing Supervisor, at (402) 471-9193.

Sincerely,



Becky Wisell, Administrator
Licensure Unit
301 Centennial Mall South
Lincoln, NE 68509-4986

BW/dcp

cc: Children's Services Licensing

This license shall be kept available in the establishment and such proof of credentialing shall be shown upon request.

State of Nebraska

Department of Health and Human Services
Division of Public Health

DEBBIE UNDERWOOD AND TREVA SOWASH

is hereby authorized in compliance with laws of the State of Nebraska to establish and conduct an
Operating Family Child Care Home II
located at: 5112 W HUGHES, Lincoln NE 68524

A maximum of 12 children in ages 6 WKS to 13 YRS may be in attendance at any one time during the hours of 0530 to 1830 on MTWTHFS.

SNUGGLE BUGS OWNED BY DEBBIE UNDERWOOD AND TREVA SOWASH is hereby issued
License No. FI19409

whose status is Active-Corrective Action Status effective from 02/07/2018

Amended: 02/07/2018

Given under the name and Seal of the Department
of Health and Human Services Regulation and
Licensure of the State of Nebraska at Lincoln on
February 15, 2018.



Thomas L. Williams, MD Chief Medical Officer
Director, Division of Public Health
Department of Health and Human Services

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Pete Ricketts, Governor

February 7, 2018

Snuggle Bugs

Attn: Debbie Underwood and Treva Sowash
5112 W Hughes
Lincoln NE 68524

Dear Ms. Underwood and Ms. Sowash;

The Nebraska Department of Health and Human Services, Office of Children's Services Licensing received your corrective action plan accepting Corrective Action Status. The attached corrective action plan has been reviewed and approved effective February 7, 2018. (Please post this plan at your facility).

A new license, identified with 'Corrective Action Status' will be mailed to your facility. The new license is to be posted in a prominent location. The license status will be in effect for a period from the date of approval, February 7, 2018 to August 7, 2018.

Compliance with the terms of the Corrective Action Status will be monitored by announced and unannounced inspections to your facility by Child Care Licensing staff. Any violation may be grounds for discipline as the Office of Children's Services Licensing program may determine appropriate. Please note that while there was a cited violation regarding Diapering and Toileting, no correction was or is needed. Posting of the diapering procedures is not required.

If you have questions regarding this letter, please contact Teresa Neal, Child Care Inspection Specialist, 402-471-6730 or me.

Sincerely,

[Redacted Signature]
Kathee Sanchez
Child Care Licensing Supervisor
301 Centennial Mall South
PO Box 94986
Lincoln, NE 68509-4968
Phone (402) 471-9193 FAX (402) 471-6407
kathee.sanchez@nebraska.gov

cc:

Lori Pflanz – Child Care Inspection Specialist
Teresa Neal – Child Care Inspection Special
Chris Kort – Administrative Assistant II
File

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DEPT. OF HEALTH AND HUMAN SERVICES



Pete Ricketts, Governor

January 25, 2018

Certified and First Class Mail

Snuggles Bugs
Attn: Debbie Underwood and Treva Sowash
5112 W Hughes
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Dear Ms. Underwood and Ms Sowash;

Nebraska Revised Statutes, section 71- 1911 (4), of the Child Care Licensing Act provides that the department may place a license on Corrective Action Status.....A non-disciplinary probationary license may be issued for the licensee to operate under Corrective Action Status if the department determines that:

- a) The Licensee is unable to comply with all licensure requirements and standards or has had a history of noncompliance;
- b) The effect of noncompliance with any rule or regulation does not present an unreasonable risk to the health, safety or well-being of children or staff; and
- c) The Licensee has a written plan of correction that has been approved by the department.

On December 5, 2017, Sue Jensen, Child Care Inspection Specialist (CCIS), conducted an unannounced annual inspection. CCIS Jensen noted a number of non-compliances at time of inspection. Non-compliances were as follows: posting of license, licensee qualifications; Report of Law Enforcement Contact, Health Information Report, CPR/First Aid Training, Primary Provider and Staff, Children's Records, Toys Equipment and Materials, Infant/toddler Care, Diapering and Toileting, Giving or Applying Medication, Permission And Instruction, Storage, Record-Keeping, Food Safety, Fire and Tornado Drills, Fire-Tornado Safety Diagrams, First Aid Kit, Environmental Services, Housekeeping and Maintenance, Environmental Safety, Environmental Safety Requirements, Physical Plant Standards.

Upon review of your file it was noted that many-of the non-compliances are repeat violations.

Repeat violations are:

- Licensee Qualifications (2015, 2016, 2017)
- Report of Law Enforcement (2016, 2017)
- Health Information report (2014, 2015, 2016, 2017)
- Primary Provider and Staff (2016, 2017)
- Diapering and Toileting (2013, 2016, 2017)
- Environmental Services (2015, 2017)
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NAC 391 2-006.01 Licensee Qualifications and Requirements: The Family Child Care Home II licensee must:

7. Be in compliance with all regulations whenever any children are in care;

NAC 391 2-006.02C Reports of Law Enforcement Contact: The applicant/licensee must complete a Report of Law Enforcement Contact for him/herself and must obtain a completed report for each staff member and volunteer age 19 or older and household member age 19 or older if the home is a private residence.

NAC 391 2-006.05A Primary Provider and Staff: Records for the primary provider and for all staff, except substitutes and volunteers, must include:

1. Name;
2. Address and telephone number;
3. Social Security number;
4. Date of hire/termination;
5. A completed Report of Law Enforcement Contact;
6. Documentation of a criminal history record check;
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1. The licensee must ensure that diapering procedures are established and followed by the primary provider and staff. The procedures must require that:
 - a. Wet and/or soiled diapers are changed immediately;
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 - d. Wet and soiled diapers are properly stored and disposed;
 - e. Diaper-changing surfaces are cleaned after each use by sanitizing the surface or changing the diaper pad or disposable sheeting; and
 - f. Proper hand washing is done after each diaper change.
2. The licensee must ensure that toilet training is conducted in a manner agreed upon by the primary provider and the parent. The licensee must also ensure that:
 - a. Potty chairs are not used or stored in eating or play areas; and
 - b. Proper hand washing by the provider and the child is done each time a child is helped with toileting.

NAC 391 2-006.24 Environmental Services: The licensee must provide child care in a safe, clean, comfortable environment. Every area and building on the same premises used for child care must comply with these regulations.

2-006.24A Housekeeping and Maintenance: The licensee must provide the necessary housekeeping and maintenance to protect the health and safety of children in care. The child care home and grounds must be kept clean, safe, and in good repair.

1. The child care home and any building on the premises in or around areas where children are present must be kept free of exposed lead-based paint surfaces that are flaking, peeling, or chipped.

2. Rooms, walls, floors, and ceilings must be kept clean, dry, in good repair, and free of odor resulting from sewage, mold, mildew, or other environmental or biological hazards or unsanitary conditions.
3. Heating, ventilation, and lighting in all rooms used for child care must be adequate to protect the health of children.
4. The licensee must equip and maintain the premises to prevent the entrance, harborage, or breeding of rodents, flies, and all other insects and vermin. All doors opening to the outside must be self-closing (except sliding doors) and all windows used for ventilation must be screened.
5. All garbage and rubbish must be disposed of in a manner that minimizes odor and the transmission of infectious diseases, and prevents the attraction of rodents, flies, and all other insects and vermin.

NAC 391 2-006.24B Maintenance of Equipment, Fixtures, Furnishings, and Toys:

1. The licensee must keep equipment, fixtures, furnishings, and toys used in the child care program clean, safe, and in good repair.
2. The licensee must arrange furniture and equipment so as not to interfere with exits.

NAC 391 2-006.25 Environmental Safety: The licensee is responsible for maintaining a safe and hazard-free environment.

NAC 391 2-007 PHYSICAL PLANT STANDARDS: The child care home must be maintained in a manner that is safe, clean, and functional for child care. The following regulations apply to all areas of the child care home used for child care.

Based on the facts presented above and the regulations violated, the department is placing your operating license on Corrective Action Status for a period of six (6) months.

Corrective Action Status is voluntary and the decision regarding placement on Corrective Action Status is not appealable. However, you are required to submit a written Plan of Correction that must be approved by the department. The following items must be included in your written Plan of Correction:

1. Identification of issue(s) of concern; (under repeat violations)
2. Provisions for how you will correct and maintain compliance;
3. Specify the written documentation to be provided to the Department;
4. Identify who is responsible (include position titles) for corrections and maintenance of compliance; and
5. Timelines.

Please submit your written plan of correction to Teresa Neal, Child Care Inspection Specialist, Nebraska Department of Health and Human Services, Office of Children's Services Licensing, 301 Centennial Mall South, PO Box 94986, Lincoln NE 68509-4986 **within ten calendar days** after you receive this letter.

If you do not submit a written plan of correction, or the written plan of correction is not approved, the department may discipline your license by imposing one or a combination of the following types of Disciplinary Action:

1. Issue a probationary (disciplinary) license;
2. Suspend or revoke a provisional, probationary, or operating license;
3. Impose a civil penalty of up to five dollars per child, based upon the number of children for which the program is authorized to provide child care on the effective date of the finding of violation, for

- each day the program is in violation;
4. Establish restrictions on new enrollment in the program;
 5. Establish restrictions or other limitations on the number of children or the age of the children served in the program; or
 6. Establish other restrictions or limitations on the type of service provided by the program.

If you have questions regarding this letter, please contact Teresa Neal, Child Care Inspection Specialist at 402-471-6730 or Kathee Sanchez, Child Care Licensing Supervisor at 402-471-9193.

Sincerely,



Kathee Sanchez
Child Care Licensing Supervisor
Children's Services Licensing
Licensure Unit
P.O. Box 94986
Nebraska State Office Building, First Floor
301 Centennial Mall South
Lincoln, NE 68509-4986

Cc: Teresa Neal, Child Care Inspection Specialist
Chris Kort, Administrative Assistant II

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Pete Ricketts, Governor

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BW/dcp

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State of Nebraska

Department of Health and Human Services
Division of Public Health

DEBBIE UNDERWOOD AND TREVA SOWASH
is hereby authorized in compliance with laws of the State of Nebraska to establish and conduct an
Operating Family Child Care Home II
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A maximum of **12** children in ages **6 WKS** to **13 YRS** may be in attendance at any one time during the hours of **0530** to **1830** on **MTWTHFS**.

SNUGGLE BUGS OWNED BY DEBBIE UNDERWOOD AND TREVA SOWASH is hereby issued
License No. **FI19409**

whose status is **Active-Corrective Action Status** effective from **02/07/2018**

Amended: **02/07/2018**

Given under the name and Seal of the Department
of Health and Human Services Regulation and
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Thomas C. Williams, MD Chief Medical Officer
Director, Division of Public Health
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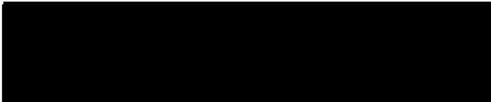
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NAC 391 2-007 PHYSICAL PLANT STANDARDS: The child care home must be maintained in a manner that is safe, clean, and functional for child care. The following regulations apply to all areas of the child care home used for child care.

Based on the facts presented above and the regulations violated, the department is placing your operating license on Corrective Action Status for a period of six (6) months.

Corrective Action Status is voluntary and the decision regarding placement on Corrective Action Status is not appealable. However, you are required to submit a written Plan of Correction that must be approved by the department. The following items must be included in your written Plan of Correction:

1. Identification of issue(s) of concern; (under repeat violations)
2. Provisions for how you will correct and maintain compliance;
3. Specify the written documentation to be provided to the Department;
4. Identify who is responsible (include position titles) for corrections and maintenance of compliance; and
5. Timelines.

Please submit your written plan of correction to Teresa Neal, Child Care Inspection Specialist, Nebraska Department of Health and Human Services, Office of Children's Services Licensing, 301 Centennial Mall South, PO Box 94986, Lincoln NE 68509-4986 **within ten calendar days** after you receive this letter.

If you do not submit a written plan of correction, or the written plan of correction is not approved, the department may discipline your license by imposing one or a combination of the following types of Disciplinary Action:

1. Issue a probationary (disciplinary) license;
2. Suspend or revoke a provisional, probationary, or operating license;
3. Impose a civil penalty of up to five dollars per child, based upon the number of children for which the program is authorized to provide child care on the effective date of the finding of violation, for

each day the program is in violation;

4. Establish restrictions on new enrollment in the program;
5. Establish restrictions or other limitations on the number of children or the age of the children served in the program; or
6. Establish other restrictions or limitations on the type of service provided by the program.

If you have questions regarding this letter, please contact Teresa Neal, Child Care Inspection Specialist at 402-471-6730 or Kathee Sanchez, Child Care Licensing Supervisor at 402-471-9193.

Sincerely,



Kathee Sanchez
Child Care Licensing Supervisor
Children's Services Licensing
Licensure Unit
P.O. Box 94986
Nebraska State Office Building, First Floor
301 Centennial Mall South
Lincoln, NE 68509-4986

Cc: Teresa Neal, Child Care Inspection Specialist
Chris Kort, Administrative Assistant II

NEBRASKA

Good Life. Great Mission.

DEPT. OF HEALTH AND HUMAN SERVICES



Pete Ricketts, Governor

February 7, 2018

Snuggle Bugs
Attn: Debbie Underwood and Treva Sowash
5112 W Hughes
Lincoln NE 68524

Dear Ms. Underwood and Ms. Sowash;

The Nebraska Department of Health and Human Services, Office of Children's Services Licensing received your corrective action plan accepting Corrective Action Status. The attached corrective action plan has been reviewed and approved effective February 7, 2018. (Please post this plan at your facility).

A new license, identified with 'Corrective Action Status' will be mailed to your facility. The new license is to be posted in a prominent location. The license status will be in effect for a period from the date of approval, February 7, 2018 to August 7, 2018.

Compliance with the terms of the Corrective Action Status will be monitored by announced and unannounced inspections to your facility by Child Care Licensing staff. Any violation may be grounds for discipline as the Office of Children's Services Licensing program may determine appropriate. Please note that while there was a cited violation regarding Diapering and Toileting, no correction was or is needed. Posting of the diapering procedures is not required.

If you have questions regarding this letter, please contact Teresa Neal, Child Care Inspection Specialist, 402-471-6730 or me.

Sincerely,


Kathee Sanchez
Child Care Licensing Supervisor
301 Centennial Mall South
PO Box 94986
Lincoln, NE 68509-4968
Phone (402) 471-9193 FAX (402) 471-6407
kathee.sanchez@nebraska.gov

cc:
Lori Pflanz – Child Care Inspection Specialist
Teresa Neal – Child Care Inspection Special
Chris Kort – Administrative Assistant II
File

License Qualifications:

License was not posted. Had been taken down for Christmas decorations and put away. Has since been put back in proper place with instructions for all people in house that it is not to be removed.

Health Report and Law Enforcement Report:

Have put reminders in my phone and on calendar to update these 1 week prior to expiration of current documents.

Primary Provider and Staff:

CPR and First Aid Certificates were not in file with other training information. Because I had actually taken these two classes in 2016 and had not moved the forms to the 2017 file. CPR and First Aid have been moved to the current year file for both of us and will be moved forward from now on.

Child's Record:

Was unaware that the required information had changed. Sue sent me the new forms which I had all current parents fill out. These are now on file. Any new parents will be given the forms with their enrollment package.

Medication:

New lock box has been put into place. All medication is stored in this lock box. Any refrigerated medicines will be stored in the refrigerator in the garage where the door into the garage remains locked. New bottles have been received from the parents for any ongoing medication that has both the child's name and dosage of medicine on the bottle. Forms have been signed by parents for us to administer the medication and have put new procedures in place to record all doses given to child.

Infant/Toddler Care

Again, this is a form that I was unaware was needed until Family Services came out in November. The form the state is asking for is the same form needed by Family Services. This had already been sent home to the parent to fill out and is now on file. Will have any new parents of infants fill this form out with their enrollment package

Diapering and Toileting

Was unaware that procedures needed to be posted by the diaper changing table. Only thought it had to be in our Parent Guide. Has been posted and will remain so. I am also changing the type of changing pad I use. Current one has air holes in cover which also allow odors to get into padding. Will buy one without the air holes. Will continue to clean pad with a Clorox wipe after each child is changed.

Environment Services

Housekeeping and Maintenance

Screen door has been fixed. Looking for some type of screen guard to put on door to prevent children from pushing screen out again. If I can not find a screen guard that will work I will leave the storm window closed.

Floors in rooms where the children have access are vacuumed or swept each morning. Floor around table is swept after each meal.

High chair is wiped down daily. Will be scrubbed once per week unless more often is needed.

As far as counter space, I have approximately 8 foot of counter space in the kitchen. That space contains a dish drainer, ice machine, microwave, coffee maker and toaster. I am aware that the counters look congested however I do not have cupboard space to put these appliances away when I'm not using them. So therefore, I work around them or use the table when preparing foods. I will wipe all appliances off on a regular basis.

Environmental Safety:

Will check daily for toys that have gotten into furnace room and remove them.

I do a weekly check for plug in covers. This is a problem with my older school age children that bring tablets and phones that they plug into charge. They remove the covers and to charge their electronics and don't replace them. This is mainly a problem in the room that only school aged children play in. I will start checking this room daily for covers.

Fire and Tornado drills were not posted. Have since been posted on bulletin board. Diagram of fire and tornado routes has been updated to include procedures for getting special needs children to the proper place in the case of fire or tornado.

Environmental Safety Requirements:

See above under medication.

Physical Plant Standards

See above

LICENSING AGREEMENT

I, Debbie Underwood, Licensee of Underwood's Daycare 4500 W Thatcher , Lincoln, NE 68528.

I have read and understand the Regulations Governing Licensure of Family Child Care Home II, Title 391 Chapter 2(CSL002).

I agree to comply with each of the Regulations Governing Licensure of Family Child Care Home II as long as Underwood's Daycare is licensed by the State of Nebraska to provide child care services.

I understand this agreement is based on an unannounced annual inspection conducted on July 25, 2015.

I understand and agree to comply with:

391 NAC 2-006.08A Licensed Capacity: The number of children in care at any one time must not exceed the licensed capacity. Licensed capacity will be determined by the Department based on available space and the capacity authorized by the State Fire Marshal or delegated authority. _Whichever number is smaller will be the licensed capacity of the child care home.

The maximum licensed capacity for a Family Child Care Home II is 12 children.

391 NAC 2-006.24 Environmental Services: The licensee must provide child care in a safe, clean, comfortable environment. Every area and building on the same premises used for child care must comply with these regulations.

I agree and understand that:

- a) I will ensure that the license capacity never exceeds 12 children.
- b) I will ensure that all rooms throughout the entire premises are clean and comfortable, including rooms not used by children.

I understand that Children's Services Licensing staff shall conduct announced or unannounced visits to my facility to determine compliance with this Agreement.

I agree that this Licensing Agreement will be **prominently** posted with my Child Care Center license so that it is clearly visible to parents and agency representatives.

Any violation of this Agreement may be grounds for further negative action or discipline as the Department of Health and Human Services, Division of Public Health, Children's Services Licensing, may deem appropriate.

This Agreement shall be in effect from the signing of this Agreement for a period of one year, at which time it will be reviewed by the Department to determine if this Agreement should be amended, modified or terminated. In addition, should a change of address occur or should you apply for a different type of child care license, this Licensing Agreement may transfer to the new license and/or address if appropriate to the conditions of this Licensing Agreement.



Witness

9-2-15
Date



Licensee

4500 W Thatcher
Street/Address

Lincoln NE 68528
City and Zip Code

9-2-15
Date

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Witness

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Licensee

4500 W Thatcher
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