



**DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF PUBLIC HEALTH  
STATE OF NEBRASKA**

**THE OPERATING FAMILY CHILD CARE HOME I OF ) LICENSING  
GMA'S LITTLE ANGELS DAYCARE OWNED BY ) AGREEMENT  
LINDA HORTMAN**

**LICENSED LOCATION:** 102 N. 28<sup>TH</sup> St., BEATRICE NE 68310

**LICENSE NUMBER:** F111801

**CAPACITY:** 10

**AGES:** 6 WEEKS TO 13 YEARS

**HOURS AND DAYS:** 6:00 AM TO 6:00 PM MONDAY THROUGH FRIDAY

**DATE INITIALLY LICENSED:** March 18, 2015

I, Linda Hortman, hereby state and declare:

1. I am the owner of the above-mentioned childcare program.
2. I have read, understand and agree to comply with all the Regulations Governing Licensure of Family Child Care Home Is, Title 391, as long as I am licensed by the State of Nebraska to provide child care services. Specifically,

391 NAC 1-006.01 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."

391 NAC 1-006.06 Child's Record: "A Child's Record must be completed before the child's enrollment. The record must be kept current and available for review upon request by the Department. A Child's Record form may be used or a form may be created and must contain the following information for each child:

1. Name of child;
2. Birthdate of child;
3. Enrollment date;
4. Date care ceased, if applicable;
5. Parent or guardian's home address and telephone number;
6. Parent or guardian's employment address and telephone number;

7. Individual(s) to whom the child may be released by the caregiver;
8. Individual(s) who will take responsibility for the child in an emergency when the parent or guardian cannot be reached;
9. Consent to contact a physician in an emergency;
10. Current health status of the child; and
11. List of child's allergies and intolerance to food, insect bites, or stings, or other factors that result in a medical reaction, and clear instructions in the event of an exposure to the factor."

391 NAC 1-006.07 Parent Information Brochure: "At the time of enrollment, the licensee must give the parent(s) of each enrolled child a Parent Information Brochure provided by the Department. The licensee must keep receipts signed and dated by the parent and make them available for review by the Department."

391 NAC 1-006.08B Staff-to-Child Ratio: "The appropriate staff-to-child ratio must be met at all times, as follows. ...

2. Mixed ages. If the program provides care to children of mixed ages, the following ratios apply: 1 staff per 10 children; ...
  - a. Programs serving children of mixed ages may provide care for up to three infants if no more than two of the infants are under 12 months of age.
  - b. Programs serving ten children with one staff are limited to two infants and the ninth and tenth children must be school age. Programs serving 11 or more children must maintain a 2 staff per 11-12 children ratio."

391 NAC 1-006.12 Supervision of Children: "Adequate and appropriate supervision must be provided to children at all times children are in attendance, including during outdoor play. Ultimate responsibility for supervision rests with the licensee."

391 NAC 1-006.15B Beds, Cribs, and Sleeping Surfaces: "Appropriate sleeping surfaces must be available for each child in care.

1. Acceptable sleeping surfaces for children over 12 months of age are:
  - a. Beds;
  - b. Cots;
  - c. Cribs;
  - d. Playpens;
  - e. Sofas;
  - f. Washable sleeping bags; and
  - g. Waterproof mats.

2. The only acceptable sleeping surfaces for children age 12 months and under are cribs and playpens. When used, cribs and playpens must meet the following standards:
  - a. Cribs and playpens must be federally approved;
  - b. Cribs must be equipped with a tight-fitting waterproof mattress covered by a fitted sheet. The mattress pad for a playpen must be specifically designed for playpen use and covered by a fitted sheet;
  - c. Cribs and playpens must contain no soft objects, bumper pads, toys, or loose bedding. If a blanket is used, it must be secured or tucked under the crib mattress or the pad of the playpen and reach no higher than the infant's chest; and
  - d. Cribs and playpens must be clean, in good repair, and not have any surface covered by lead-based paint.
3. The following must not be used as sleeping surfaces:
  - a. The top level of a bunk bed for children age 5 and under;
  - b. Stackable cribs;
  - c. Waterbeds for children age 3 and under; and
  - d. Cots, cushions, futons, mats, or pillows for infants 12 months and under."

391 NAC 1-006.16 Infant/Toddler Care: "If care is provided to infants and/or toddlers, the licensee and staff must: ... 5. Obtain and keep on file a signed and dated statement by the parent(s) that describes the formula and feeding schedule for each infant in care; " ...

391 NAC 1-006.23B Fire and Tornado Drills: "Fire and tornado drills must be practiced with the children and staff. Written documentation of drills, including dates conducted, must be kept and available for review by the Department. 1. Fire drills must be completed a minimum of once per month."

3. I understand and agree with the fact that on February 1, 2018, I violated staff to child ratio by having three infants, none over the age of 12 months, with children of mixed ages, which prevented me from providing adequate and appropriate supervision. I was also not following safe sleep practices, and keeping appropriate documentation as required.
4. I understand and agree with the following:
  - A. If I have infants in care, I will have no more than three infants and no more than two infants can be under the age of 12 months.
  - B. Approved sleep surfaces for all children.
  - C. Playpens will contain no soft objects, bumper pads, toys, or loose bedding.
  - D. Complete Child's Records on each child in attendance.
  - E. Signed statement by parent describing formula and feeding schedule for each infant in care.
  - F. Practice and document fire drills monthly.

G. This Licensing Agreement will be prominently posted with the current license so it is clearly visible to parents and Department representatives.

5. Any violation of this Agreement may be grounds for further negative action or discipline.

6. This Licensing Agreement shall be effective for six months from the signing date. In addition, should a change of address occur or should the licensee apply for a different type of childcare license, this Licensing Agreement may transfer to the new licensee and/or address if appropriate to the conditions of this Licensing Agreement.

[Redacted Signature]  
Licensee

2/12/18  
Date

[Redacted Signature]  
Child Care Inspection Specialist  
Angie Lewis

2-12-18  
Date

or

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

**INSPECTION COMPLIA. E REVIEW**

Nebraska Department of Health and Human Services  
Division of Public Health  
Licensure Unit  
1700 Stone Street  
Falls City NE 68355

Department of Health &amp; Human Services



N E B R A S K A

**TO BE COMPLETED BY CHILD CARE INSPECTION SPECIALIST**

<b>Facility Name and Physical Address</b> GMA'S LITTLE ANGELS DAYCARE OWNED BY LINDA HORTMAN 102 N 28TH ST Beatrice NE 68310	<b>License #/Licensee</b> F111801 HORTMAN, LINDA	<b>Time of Visit</b> 3:15 p.m.
	<b>Telephone</b> 402-228-1953	<b>Date of Visit</b> 02/01/2018
<b>Child Care Inspection Specialist/Telephone Number</b> Angie Lewis - 402-245-4439	<b>Purpose of Visit</b> Unannounced Annual	<b>Type of Facility</b> Family Child Care Home I

**STANDARDS VIOLATED**

**1-006.01 Licensee Qualifications - Req**  
**1-006.06 Child's Record**  
**1-006.07 Parent Information Brochure**  
**1-006.08B Staff-to-Child Ratio**  
**1-006.12 Supervision of Children**  
**1-006.15B Beds, Cribs, Sleep Surfaces**  
**1-006.16 Infant/Toddler Care**  
**1-006.23B Fire and Tornado Drills**

**NARRATIVE:** Narrative must include observation, discussion, action needed and date corrections are to be made by.

**1-006.01 Licensee Qualifications - Req**  
**1-006.08B Staff-to-Child Ratio**  
**1-006.12 Supervision of Children**

On arrival CCIS Lewis observed 6 children (one - 2 month old infant; one - 4 month old infant; one - presumed 11 month old infant - no records on this infant available at time of inspection; and three- 2 year old children) in care with Ms. Hortman. An additional child (4 years old) arrived by bus for a total of 7 children. Three (3) children were infants and those three (3) infants were under 12 months of age. **Ms. Hortman violated regulations pertaining to staff-to-child ratio. Programs serving children of mixed ages may provide care for up to three infants if no more than two of the infants are under 12 months of age.**

Ms. Hortman cannot provide adequate and appropriate supervision for all the children in care with seven children in care to include three (3) infants under 12 months of age. The ability to safely evacuate in case of fire hazards is severely comprised with one provider caring for 7 children in these age categories. One person cannot adequately meet the needs of all the children in care in this scenario.

**Adequate and appropriate supervision means:**

1. Knowing the whereabouts and being within sight or sound of all children at all times;
2. Being alert, attentive, and responsive to the needs of all children; and
3. Protecting or removing children from harm.

**Department Decision Pending.**

**1-006.06 Child's Record**

No current Child's Record available on two infants in care (PS, KL). Provider will obtain a current Child's Record on these infants and mail a copy to CCIS Lewis within 30 days. Provider will comply with obtaining current Child's Record on each enrolled child before attendance.

**1-006.07 Parent Information Brochure**

No proof of receipt signed that parents received a Parent Information Brochure for two children in care (PS, KL). Provider will distribute Parent Information Brochures to each parent and retain signed receipt for record. Provider will mail within 30 days proof of signed receipts for these two children (PS, KL) to CCIS Lewis.

Correct By

Actual Date Corrected

**1-006.01**  
**1-006.08B**  
**1-006.12**  
**Will Comply**  
**Department**  
**Decision**  
**Pending**

OK AL  
2-12-18  
L.A.  
Signed

**1-006.06**  
**03/01/18**

OK AL  
2-12-18

**1-006.07**  
**03/01/18**

OK AL  
2-12-18

One playpen erected in living room. CCIS Lewis observed provider lay two different infants in this playpen during inspection. Provider did not change fitted sheet when another infant was laid in playpen. Infant fell asleep in swing at time of inspection. Provider said that infant sleeps in swing at home and parent requested that infant sleep upright in swing. CCIS Lewis directed provider to lay infant on their back in an approved playpen as required per regulations. Provider will lay infants down in an approved playpen to nap. Provider will obtain a medical note by the infant's physician that indicates another sleeping position for the infant if that is required.

Playpen used when infant was awake contained loose toys for stimulation. Infant laid in playpen with loose toys to sleep. Provider did not remove toys when infant was sleeping in playpen. **Playpens must contain no soft objects, bumper pads, toys or loose bedding. Provider violated regulation pertaining to toys in playpen.**

No signed statement by parent describing formula and feeding schedule for two infants in care (PS, KL). Provider will obtain a signed statement by parent describing formula and feeding schedule for these two infants and mail a copy to CCIS Lewis within 30 days. **Repeat violation**  
01/20/16.

No documented proof of fire drills practiced in October, November, and December 2017. Provider will conduct and document fire drills each month. Provider will conduct and document proof of at least one fire drill within 30 days and mail proof to CCIS Lewis within 30 days.

Compliance Review mailed 02/05/18.

OK AL  
2-12-18

OK AL  
2-12-18

OK AL  
2-12-18

A Provider may submit written comments to be attached to this form.

**INSPECTION COMPLIANCE REVIEW**

Nebraska Department of Health and Human Services  
Division of Public Health  
Licensure Unit  
1700 Stone Street  
Falls City NE 68355

Department of Health &amp; Human Services

**TO BE COMPLETED BY CHILD CARE INSPECTION SPECIALIST**

<b>Facility Name and Physical Address</b> GMA'S LITTLE ANGELS DAYCARE OWNED BY LINDA HORTMAN 102 N 28TH ST Beatrice NE 68310	<b>License #/Licensee</b> FI11801 HORTMAN, LINDA	<b>Time of Visit</b> 1:00 p.m.				
	<b>Telephone</b> 402-228-1953	<b>Date of Visit</b> 02/12/2018				
<b>Child Care Inspection Specialist/Telephone Number</b> Angie Lewis - 402-245-4439	<b>Purpose of Visit</b> Delivery of Negative Action Documents	<b>Type of Facility</b> Family Child Care Home I				
<b>STANDARDS VIOLATED</b>						
<b>NARRATIVE:</b> Narrative must include observation, discussion, action needed and date corrections are to be made by.						
<p>CCIS Lewis delivered Licensing Agreement for signature on 02/12/18.</p> <p>Linda Hortman, provider, agreed to terms of and signed <b>Licensing Agreement on 02/12/18 pertaining to Licensee Qualifications and Requirements; Child's Record; Parent Information Brochure; Staff-to-Child Ratio; Supervision of Children; Beds, Cribs, and Sleeping Surfaces; Infant/Toddler Care; and Fire and Tornado Drills. Licensing Agreement effective 02/12/18 until 08/12/18.</b></p> <p>Licensing Agreement posted on bulletin board with Family Child Care Home I license at the entry before departure.</p>		<table border="1"><thead><tr><th>Correct By</th><th>Actual Date Corrected</th></tr></thead><tbody><tr><td></td><td></td></tr></tbody></table>	Correct By	Actual Date Corrected		
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<b>PROVIDER COMMENTS</b> A Provider may submit written comments to be attached to this form.						

CC-0917A Rev. 11/04