Child Care Licensing Division

Monitoring Visit Report

Visit #: 1344479

Oregon Department of Early Learning and Care

CCLD Staff Information

CCLD Field Staff: Amber Bayker

CCLD Field Staff Phone Number: [redacted]

Visit Information

Unannounced on-site visit

Date of Visit: 09/03/2025 Visit Time: 9:30 AM

Program Contact Information

Program Name: Boise Buddy's CCLD Number: CC503655

Program Address: 3516 NE 71st Ave, Portland, 97213

Phone Number: [redacted] Email: [redacted]

Visit Conducted with (name): Tammie Allen Position: Director

Program Details

Licensed Capacity: 37 Age Range: 1.5m - 12 yr

Children and adults present:

2 children (1.5m-24m) 1 teacher
5 children (24m-4yr) 2 teachers

Observations:

Clean up, circle time - came together for all group time, ratio of youngest was maintained. All had water and then started to draw. Directions were given for what children should be doing and they were encouraged positively to be on task.

Monitor Visit Details

1. Qualification Requirements: Caregivers meet the qualification requirements for their current position. Rule Reference: **RF**: 0320; **CF**: 0320-0360; **CC**: 0070 & 0080-0115; **SC** 0290-0310, 0320; **NB**: 0320-0360	☐ In Compliance ☒ Not In Compliance- TA[1] ☐ Not in Compliance- cited
2. Ratios & Supervision: Children are supervised at all times by the appropriate number of caregivers. Rule Reference: **RF**: 0400; **CF**: 0400, 0500; **CC**: 0400, 0500; **SC**: 0360 & 0370; **NB**: 0400, 0500	☒ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited
3. Attendance Records: Attendance records are accurate (for children and staff) and recorded at the time of arrival or at the time of departure. Rule Reference: **RF**: 0250(1) & (2); **CF**: 0250(1) & (2); **CC**:0250; **SC**: 0240; **NB**: 0250	☒ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited
4. CBR Enrollment: • The provider, caregivers and other individuals 18 years or over, are enrolled or conditionally enrolled in the Central Background Registry (CBR) before they reside on the premises or work for the program and maintain current enrollment at all times. • *CBR enrollment is verified with CCLD prior to the individual being on site.* Rule Reference: **RF**: 0310; **CF**: 0310; **CC**: 0310; **SC**: 0280; **NB**: 0310	☒ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited

[1] "Technical Assistance" means consultation and advice given to providers to assist them in maintaining compliance.

5. Visitor Plan & Visitor Log: • The program has a written plan to ensure that individuals who are conditionally enrolled or not enrolled in the CBR and are on the child care premises, do not have unsupervised access to children. • The program shall maintain a log of arrival and departure times of all adults, who are not enrolled or are not conditionally enrolled in the CBR, and are on the premises while child care children are present. Rule Reference: **RF**: 0250; **CF**: 0250; **CC**: 0250; **SC**: 0240; **NB**: 0250	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited
6. Initial Trainings: Caregivers meet training requirements for their position, including: • Introduction to Child Care Health & Safety (ICCHS) • Recognizing and Reporting Child Abuse & Neglect training specific to Oregon Law (RRCAN) • Safe Sleep for infants training approved by CCLD (if applicable) • Current certification in first aid, infant & child CPR • Current food handler certification. • Foundations for Learning (FFL) child development training Rule Reference: **RF**: 0370; **CF**: 0370; CC:0370; **SC**: 0330(1-5); **NB**: 0370	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited
7. Guidance & Discipline Policy: • The provider has a written policy on guidance and discipline of child care children. The written guidance and discipline policy must be known by all parents. • Guidance and discipline shall: be fair, consistently applied, timely, and appropriate to the behavior and the age of the child. Positive statements or redirection of behaviors are used. Child maltreatment is not allowed. • Caregivers shall not accept parental permission to waive any rules required by the CCLD or to use any form of prohibited punishment. Rule Reference: **RF**: 0700, 0710; **CF**: 0700, 0710; **CC**: 0700; **SC**: 0410 (1-9); **NB**: 0700, 0710	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited
8. Safe Sleep Practices: Caregivers follow safe sleep rules for infants under 12-month-old, including but not limited to: • Infants are laid down to sleep on their backs on a flat surface approved for infant sleep. • If an infant falls asleep anywhere else (i.e. swing, bouncer, high chair, car seat, etc.) they are immediately moved. • Each infant shall sleep in a crib, portable crib, bassinet or playpen with a clean, non-absorbent mattress and a tight-fitting sheet. • There shall be no items in the crib, portable crib, or playpen with the infant, except a pacifier (i.e. NO bottles, toys, pillows, stuffed animals, blankets, bumpers, etc.). • Clothing or items that could pose a strangulation hazard (e.g. teething necklaces, pacifier attachments, clothing drawstrings) are prohibited. • Swaddling or other clothing or covering that restricts the child's movement is prohibited. ***N/A if program does not provide infant care*** Rule Reference: **RF**: 0630; **CF**: 0630; **CC**: 0630; **SC and NB**: N/A no infants;	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed ☐ N/A
9. Storage of Hazardous Items & Toxins: Potentially dangerous items such as: cleaning supplies, medication (prescription and non-prescription), sharp knives, plastic bags and all poisonous and toxic items are inaccessible to children at all times. • **SC:** Stored in a manner that prevents use or access by children • *Note for RF/CF*: Medications must be stored under child safety lock or behind a locked door. Emergency medications can be kept inaccessible to children or with a caregiver. Rule Reference: **RF**: 0840; **CF**: 0840; **CC**: 0840; **SC:** 0480; **NB**: 0840	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
10. Cleaning & Sanitizing: All toys, equipment and furniture used by children are cleaned, rinsed and sanitized regularly and whenever soiled. Rule Reference: **RF**: 0850, 0660; **CF**: 0850, 0660; **CC**: 0850, 0910; **SC**: 0490(1-2); **NB**: 0850	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
11. Handwashing: Caregivers and children wash their hands with soap and warm running water or use hand sanitizer, as required in rule. Rule Reference: **RF**: 1000; **CF**: 1000; **CC**: 1000; **SC**: 0540(1-4); **NB**: 1000	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed

12. Sick Child Practices: The program follows rules for a child who has one or more symptoms of illness and/or a contagious disease. Rule Reference: **RF**: 1010; **CF**: 1010; **CC**: 1010; **SC**: 0550; 0570; **NB**: 1010	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
13. Garbage and Bio-contaminants: All garbage, solid waste, and refuse are disposed of regularly, in a safe and sanitary manner. Bio-contaminants including, but not limited to, blood and bodily fluids that may spread infectious disease, are disposed of in a manner that prevents exposure to children. Rule Reference: **RF**: 0850; **CF**: 0850; **CC**: 0850; **SC**: 0490(3-5); **NB**: 0850	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
14. Building & Grounds are Hazard Free: The building, grounds, water supply, equipment, toys and furniture used by children are maintained in a hazard-free condition. Caregivers identify safety hazards on the premises and prevent access to hazards, such as to pools and other bodies of water. Rule Reference: **RF**: 0840, 0850; **CF**: 0840, 0850; **CC**: 0840, 0850; **SC**: 0480; **NB**: 0850	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
15. Playground Ground Cover: Playground equipment is surrounded by a resilient surface of an acceptable depth according to standards of the Consumer Product Safety Commission (CPSC). ***Note: Initial fill of 12" deep, compresses to 9" over time*** • **CF:** Fall height of 18" to 4' tall = 6" ground cover; fall height of 4' and up = 9" ground cover • **CC & SC:** Fall height of 18" and up = 9" ground cover (or 6" if rubber mulch) Rule Reference: **RF**: N/A; **CF**: 0920; **CC**: 0920; **SC**: 0530(6); **NB**: 0920 ***N/A for all RF programs or SC programs using a school facility or NB program with no playground*** Document ground cover type, location(s), and measured depth:	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed ☐ N/A
16. Indoor & Outdoor Activities: Caregivers provide activities, materials, and equipment for both indoor and outdoor play that allow a variety of experiences geared to the ages and abilities of the child(ren). Rule Reference: **RF**: 0520; **CF**: 0520, 0600; **CC**: 0525, 0530; **SC**: 0400; **NB**: 0520, 0525, 0530	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
17. Meals/Snacks Follow USDA Guidelines: The program provides or ensures the availability of adequate and nutritious meals and snacks appropriate for the ages of the children, following USDA Child Care Food Program guidelines. Rule Reference: **RF**: 1100; **CF**: 1100; **CC**: 1140, 1610; **SC**: 0600; 0610; **NB**: 1100	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
18. Emergency Plan: The child care program shall have an up-to-date written plan for handling emergencies and evacuation of the facility. • The plan is given to parents and includes procedures for notifying parents of a relocation and how children will be reunited with their families. • The plan includes how the program will ensure that all children in attendance are accounted for, accommodations for infants, toddlers and children with specific care needs and how continuity of operations will be maintained. Rule Reference: **RF**: 0210; **CF**: 0210; **CC**: 0210; **SC**: 0180(1-10); **NB**: 0210	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited
19. Fire Safety: Evacuation routes and emergency exits are clear of obstructions. • **RF/CF:** A floor plan is posted identifying the locations of exits, primary evacuation routes, secondary evacuation routes and fire extinguishers. • **CC:** Exit map in each room • **SC:** A floor plan with primary and secondary evacuation routes from each area of the building posted on each floor. Rule Reference: **RF**: 0860; **CF**: 0860; **CC**: 0210; **SC**: 0250(1)(m); **NB**: 0860	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited

20. Emergency/Fire Drills: Fire drills shall be practiced monthly at varying times of day, and one other aspect of the program's emergency plan is also practiced every two months. • **RF/CF:** Must document monthly check of fire extinguisher(s), and testing of all smoke and CO alarms Rule Reference: **RF**: 0860; **CF**: 0860; **CC**: 0210; **SC**: 0180(6); **NB:** 0860	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited
21. Field Trips: A first aid kit shall be taken on all field trips away from the immediate neighborhood of the child care facility. Written permission from parents/guardians for participating in field trips is on file. ***N/A if program does not do field trips at any time*** Rule Reference: **RF**: 1200; **CF**: 0270, 1200; **CC**:0230, 0260, 0270; **SC**: 0630(2)(a-e); **NB:** 1200	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed ☐ N/A
22. Vehicular Traffic: • The caregiver must take precautions to protect children from vehicular traffic. • The caregiver shall require drop off and pick up only at the curb or at an off-street location protected from traffic. • Any adult supervising drop-off and loading ensure that children are clear of the perimeter of all vehicles before the vehicle moves. Rule Reference: **RF**: 0840; **CF**: 0840(13); **CC**: 1220; **SC**: 0650(2); 0480(8); **NB**: 0840	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
23. Transportation: If transportation is provided, the program follows all traffic and vehicle safety rules. ***N/A if program does not provide transportation at any time*** Rule Reference: **RF**: 1200, 1230; **CF**: 1200, 1230; **CC**: 1200-1240; **SC**: 0630-0670; **NB**: 1200-1240	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed ☐ N/A
24. Medication Authorization: • Written parental consent is obtained prior to administration of any prescription or non-prescription medication and a record of all medication administered must be kept in the children's file. • All medication is kept in the original container and labeled with the child's name. Rule Reference: **RF**: 1030; **CF**: 1030; **CC**: 1030; **SC**: 0210; 0570; **NB**: 1030	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
25. Allergy Care Plan: • Children's allergy information is collected at enrollment and a written allergy care plan is developed for each child with a severe allergy. The plan includes steps to be taken to avoid the allergen; signs and symptoms of an allergic reaction; and a detailed plan for allergic reactions. • All caregivers who come in contact with the child (and staff that prepare and serve food) are trained on and familiar with the plan. • Parents are notified immediately of any suspected allergic reactions or if the child consumed or came in contact with the allergen even if a reaction did not occur. • If epinephrine is administered, emergency medication services are contacted immediately. Rule Reference: **RF:** 1010; **CF:** 1010(4); **CC:** 1010; **SC:** 0190; **NB:** 1010	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
26. Specific Needs Plan: • If a child with special needs is enrolled who needs a specific plan for caring for that child, such a plan shall be developed in writing between caregiver(s), parent(s), and if necessary, outside specialists. • All caregivers who come in contact with that child shall be aware of the plan. Rule Reference: **RF:** 1050; **CF:** 1050; **CC:** 1050; **SC:** 0580; **NB:** 1050	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
27. Child Immunizations: • The facility keeps up to date records on file (paper or electronic) for immunizations for each child as required by the Oregon Health Authority (OHA) who monitors immunizations in child care programs. CCLD is notified by OHA if a program is not in compliance. • If children are enrolled in a public or private elementary school, immunizations are not required to be kept by the child care facility. ***N/A if program only provides care for school-age children*** Rule Reference: **RF:** 0225; **CF:** 0225; **CC:** 0225; **SC:** 0200, N/A; **NB:** 0225	☐ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed ☐ N/A

28. Reporting to CCLD: The child care program shall report to CCLD any serious injury or incident, as defined in CCLD rules within mandatory time frame. Rule Reference: **RF:** 0270; **CF:** 0270; **CC:** 0270; **SC:** 0260; **NB:** 0270	☑ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
29. Mandatory Reporting: Caregivers fulfill the responsibilities required as a mandatory reporter, which apply 24 hours a day. Rule Reference: **RF**: 0270; **CF**: 0250(6), 0270; **CC**: 0370; **SC**: 0260; **NB**: 0270	☑ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed
30. Preventing Shaken Baby Syndrome: All caregivers shall take appropriate precautions to prevent shaken baby syndrome and abusive head trauma. ***N/A if program does not provide infant or toddler care*** Rule Reference: **RF**: 0370, 0600; **CF:** 0370, 0600; **CC**: 0370; **SC and NB**: N/A	☑ In Compliance ☐ Not In Compliance- TA ☐ Not in Compliance- cited ☐ Discussed ☐ N/A

Visit Summary

Comments

Attempt on 8/29/2025 - Program closed for the week; no children in care.
Discussed director needs - sending director designation form.
Director on site 1/2 the operating hours 25.5 h

Removed chair for being dirty. Make sure to wash fabric coverings when soiled.

Sub director sent fire drill log by email.

A few FA/CPR certifications expired in ORO. Submit to ORO by 9/11/25.

Photos, Documents, and Technical Assistance Materials

Email and signature

A copy of this report will be emailed after this visit to the following email addresses:

Main: [redacted] Secondary: [redacted]

Date: 09/04/2025 Signature of CCLD licensing specialist: [redacted] Digitally signed by Amber Bayker Date: 2025.09.04 14:16:35 -07'00'

WARNING: Repeated or serious breaches may result in a civil penalty, as discussed above (if applicable). According to the law, a child care license may be suspended or revoked if the Child Care Licensing Division (CCLD) concludes that the facility or its operation does not comply with state statutes, or applicable rules, or any terms or conditions imposed under the license. If you fail to comply or if you repeat the violations listed above, your license may be revoked. You must comply with CCLD rules and laws at all times. The CCLD retains information on non-compliance with the rules. If you disagree with the results, you can respond in writing to the CCLD.

To view a sample form, visit the Department of Early Care and Learning website, www.oregon.gov/DELC, or request a copy from the licensing specialist.

You have the right to receive language assistance services and other accommodations at no cost. If you need help with your language or other accommodations, please contact the Child Care Licensing Division (CCLD) at 503-947-1400.

Please notify the CCLD staff listed above if you would like to receive a copy of this report in the mail.