

**Comprehensive Environmental Health Survey Report –Plan of Action Response**

Bishop Indian Head Start Program /Bishop Paiute Tribe


Conducted on September 23, 2015/Report received on November 16<sup>th</sup>, 2015



(9 findings: 2 priorities; 3 repeat, 4 new findings)



The Annual Environmental Health Survey Report and Plan of Action was received, reviewed, and discussed by the **Bishop Tribal Council Chairman Gerald Howard on December 3<sup>rd</sup> 2015.**

The Annual Environmental Health Survey Report and Plan of Action was received, reviewed, and discussed by the **BIHS Policy Council Chairperson Hailey Thomas on January 15<sup>th</sup> 2016.**



Violation/ Finding	Action Steps	Responsible Person	Follow-up Dates
<p><b>New Priority Violation:</b> 4-122.1 Head Start food service operations comply with the most recent edition of the FDA Food Code, or PRIORITY other applicable Tribal, State or local food codes. The Environmental Health Advisor surveys, or verifies that the food service is surveyed, annually. (PC-HSPS-1304.23(e)(1); PC-HSPS-1304.53(a)(6))</p> <p><u>Observation:</u> The bleach solution in the sanitizing solution was below 50 parts per million (ppm). If the solution concentration is too high, it will leave a chemical residue on the surface and can be toxic. If the solution is too low, it will not kill microorganisms to a safe enough level.</p>	<p><b>Corrective Action:</b> COS- a new sanitizing solution was prepared. Staff was informed that sanitizing solution should be changed more frequently to ensure proper concentration and reduction of cross contamination. FDA 4-501.116 Pf; 4-302.14Pf</p> <p><b>Corrected</b></p>	<p>Clifton Mason, BIHS Cook for USDA/CACFP</p>	<p>9/23/2015: Susie Cisneros and Clifton discussed the continued use of the test strips for verifying concentration and charting each time solution in changed on sanitation chart. Clifton documents each time he changes solution. Sanitation solution should be changed at least 2 to 4 times a day in a 6 -8 hour cooking period. Starting December 1<sup>st</sup> 2015, Head Start Director or Health Manager will verify during the day that charts are updated and assist Clifton. Currently charts are verified monthly and or periodically.</p>
<p><b>New Priority Violation:</b> 4-122.1 Head Start food service operations comply with the most recent edition of the FDA Food Code, or PRIORITY other applicable Tribal, State or local food codes. The Environmental Health Advisor surveys, or verifies that the</p>	<p><b>Corrective Action:</b> Corrected on Site (COS)-Staff replace refrigerator thermometers.FDA 3-501.16 Pf, 4-203.12 Pf</p> <p><b>Corrected</b></p>	<p>Clifton Mason, BIHS Cook for USDA/CACFP</p>	<p>9/23/2015 corrected on site. BIHS will replace refrigerator thermometers every six months to ensure accuracy.</p>

<p>food service is surveyed, annually. (PC-HSPS-1304.23(e)(1); PC-HSPS-1304.53(a)(6)) <b>Observation:</b> The thermometers in the refrigerator were reading 8 degrees lower than the actual temperature. It is important that cold holding temperatures are at or below 41°F to reduce the growth of microorganisms. Figure 5.</p> 			
<p><b>New Priority Violation:</b> 4-113.1 Sanitation and disinfection policies and procedures are developed for each Head Start Center. The PRIORITY policies and procedures include schedules for cleaning and sanitizing the Head Start Center, child contact surfaces of equipment and toys, the proper use of cleaning equipment, the proper mixing and use of cleaning chemicals and the proper storage of cleaning equipment and chemicals. (PC-HSPS-1304.53(a)(7); PC-HSPS-1304.53(a)(10)(viii)) <b>Observation:</b> Each classroom was responsible for cleaning and sanitizing toys weekly. Methods between each classroom varied and it was unclear throughout each classroom what concentrations were used on which surfaces. A Sanitizing chart provided, covered food contact surfaces and hard non porous surfaces (ie. Sinks, diaper changing stations etc.) but did not cover toys. In addition, when the food contact sanitizing solution was tested for concentration it was over 100 ppm.</p>	<p><b>Corrective Action:</b> Attached to the end of this report in a sanitizing chart for food contact surfaces, toys and non-porous surfaces. Toys should be sanitized weekly at a concentration no higher than 200 ppm. It is also important to identify whether the bleach solution you are using is household bleach (5.25%) or concentrated (8.25%) as this will affect the concentration of your sanitizing/disinfecting solutions. Train staff on sanitizing and disinfecting updates. <b>Corrected</b></p>	<p>Susie Cisneros, BIHS Director and Head Start Teaching Team</p>	<p>9/23/2015: Director was instructed to wait until sanitation chart was sent by Indian Health Service to verify proper solution. BIHS staff is trained annually at pre-service on how to sanitize and the amount of solution to use for sanitizing surfaces and toys. In addition, received training from state preschool in sanitation vs. disinfectant. BIHS Director removed any conflicting solution charts and replaced with Indian Health Service Concentration chart. BIHS reviewed and signed the current Comprehensive Environmental Health Survey Report. BIHS will follow-up on 11-23-2015 on the Corrective Action steps and check for understanding. The team will also practice making appropriate solutions and using test strips to verify solution. Director will no longer use the instructions on the Clorox Bleach Bottle that has been posted on several observations from I.H.S. and now is using the Indian Health Service Chart along with Test Strips to verify concentration. BIHS uses Pure Bright Germicidal Ultra Bleach. Teachers will monitor solution with test strips as well.</p>
<p><b>Repeat Violation:</b> 4-116.12 In the absence of applicable Tribal, local or State codes, all</p>	<p><b>Corrective Action:</b> Remove banners from ceiling. Remind staff of this regulation at the</p>	<p>BIHS Director and Teachers</p>	<p>11-16-2015 BIHS staff reviewed and signed 2015 Comprehensive Environmental survey Report.</p>


<p>new and renovation construction related REPEAT to the components of fire safety (egress, extinguishment, fire detection and fire protection) at the Head Start Center meet all provisions of the latest version of the Life Safety Code, NFPA 101, Chapters entitled, New Educational Occupancies or Existing Educational Occupancies. (PC-HSPS-1304.53(a)(6))</p> <p><u>Observation:</u> In classroom 2, there was a several banners hanging from the ceiling. This adds to combustible load and can accelerate a fire. Figure 2.</p> 	<p>beginning of each operational year and include in safety monitoring.</p> <p>BIHS will follow Cal Fire Marshall Information Bulletin-See Attached. In addition, in the 2014 Comprehensive Environmental survey Report the corrective action stated:  <b>Corrective Action:</b> Remove artwork/teaching material so less than 50% of walls are covered. Remind staff of this regulation at the beginning of each operational year and include in safety monitoring. Remember sprinkler heads must have an 18 inch clearance to ensure proper function.</p> <p>It was also advice artwork could be displayed from ceiling as long as the exit signs are visible.</p> <p>Fire Chief for Bishop and Tribal Community did not site BIHS for Banners.</p>		<p>11-23-2015 BIHS staff reviewed, discussed and 2015 Comprehensive Environmental survey Report.</p> <p>Classroom 2 as well as other classrooms will use the California State Fire Marshall Information Bulletin as guideline to support Fire Safety in a classroom setting and strive towards limiting artwork and learning center banners from classroom ceilings. We will not remove 100% of artwork and banners unless cited by Tribal Law Enforcement. BIHS is equipped with an approved automatic Sprinkler system. BIHS partners with local Bishop Fire Department to complete a Fire Inspection Report annually. BIHS will continue to follow the guidelines of the Bishop Fire Department and Cal Fires. Neither agency request that we remove 100% of Banners. BIHS Director will follow-up with Teachers if Artwork goes over the 50% as well as 10% of ceiling. In addition, Artwork and banners may not block sprinkler systems or exist signs. And will be monitored daily-monthly.</p>
<p><b>2014-Report</b>  <b>Repeat Violation:</b> 4-112.1 Head Start Programs provide for the maintenance, repair, safety, and security of all Early Head Start and Head Start facilities, materials and equipment. (A-HSPS-1304.53(a)(7))</p> <p><b>Finding:</b> In classroom #4 there was stains on the ceiling tiles indicating a current or past leak. If moisture is present this could result in mold growth and further damage.</p> <p><b>2015-Report</b>  <b>Repeat Violation:</b> 4-112.1 Head Start Programs provide for the maintenance, repair, safety, and security of all Early Head Start</p>	<p><b>2014-Corrective Action:</b> Inspect the ceiling and roof for potential leaks and repaired if identified. Replace all damaged ceiling tiles.</p>  <p><b>Classroom 1 and 4</b>  <b>2015 Corrective Action:</b> Replace all damaged ceiling tiles.</p>	<p>Susie Cisneros, BIHS Director and Mitchell David, Maintenance</p>	<p>Inspect ion of the ceiling and roof for potential leaks is continuous and attempts to identify and repair leaks are made at least once a year. Replacement of all damaged ceiling tiles is completed each year by Tribal Maintenance. Tribal Maintenance has also added rain gutters to the front and back side of the roof to prevent further leaks and for pedestrian safety. BIHS will ensure replacement of tiles from once a year to at least 4 times year until a permanent solution can be identified to fix leak. Inspection for mold in classroom 1 will be completed at least once a month. 12-9-2014: Susie Cisneros sent report to Mitch for review; Mitch and Bug will schedule replace of tiles by 1-1-2015. Bug will check weekly for mold until tile is replaced and</p>

<p>and Head Start facilities, materials and equipment. (A-HSPS-1304.53(a)(7))</p> <p><b>2015-Report</b>  <u>Observation:</u> In classroom #1 there were stains on the ceiling tiles indicating a current or past leak and result in potential mold growth and further damage. Staff report that the leak was identified and repaired. Figure 1.</p>			<p>monthly after tile is replaced.  <b>Ongoing Monitoring</b>  <b>9-23-2015-Tribal Maintenance is in progress of repairing leaks and replacing tiles. We are waiting for the next rain fall to observe if the repairs to the roof addressed the leaks. All tiles are being replaced and mold has not been detected.</b></p> <p><b>Note: Ceiling has been leaking from day 1 of final construction in 2008.</b></p> <p><b>Room 1 and the Community Room: Tiles have been replaced. (6 tiles)</b></p> <p><b>Needed: Room 4 (4 tiles).  Room 3 ( 1 tile)  Room 2 (3 tiles)</b></p>
<p><b>2014-Report</b>  <b>Violation:</b> 4-111.11 New facilities have a janitor's closet equipped with a mop sink, mechanical ventilation to the outside and racks, shelves and other devices for the orderly and safe storage of cleaning supplies and equipment. (PC-HSPS-1304.53(a)(10)(xiv))</p> <p><b>Finding:</b> Mop heads were being store inside the buckets. Mop heads should be stored in the upright position to air dry and reduce the growth of bacteria (figure 2).</p> <p><b>2015-Report -Violation:</b> 4-111.11 New facilities have a janitor's closet equipped with a mop sink, mechanical ventilation to the outside and racks, shelves and other devices for the orderly and safe storage of cleaning supplies and equipment. (PC-HSPS-1304.53(a)(10)(xiv))</p>	<p><b>Corrective Action in 2014:</b> Provide a designated area where mop heads can be store in the upright position on hooks or other means to air dry between uses where it will not contaminate other surface (ie: walls and ceilings).</p>  <p><b>Corrective Action 2015:</b>  Corrective Action: Provide a designated area where mop heads can be store in the upright position on hooks or other means to air dry between uses where it will not contaminate other surface (ie: walls and ceilings).</p>	<p>Susie Cisneros, BIHS Director and Mitchell David, Maintenance Forman, Ty Poncho, Tribal Maintenance</p>	<p>12-9-2014: Susie Cisneros sent report to Mitch for review; 12-9-2014 reviewed with staff on how to store their mop after each use; 12-11-2014 reviewed with Harry on how to store mops after each use. Mitch will get information on Elders Department (Mop hangers). In the meantime we will store our mops in the drainage basket to avoid contamination. In addition, we have three mops and three mop buckets: bathrooms, kitchen, and floors to prevent cross contamination. Maintenance and Support Team will continuously monitor mop buckets each day before and at end of shift. <b>Corrected</b></p> <p><b>11-23-2015: working with Tribal Maintenance to hang wall mounts to hang mops in an upright position and no longer use the mop bucket strainer as other means to air dry between uses where it will not contaminate other surface (ie: walls and ceilings).</b></p> <p><b>Removed part of shelf in Maintenance Closet to install wall brackets for mops to hang and drain in sink as stated in corrective action.</b>  <b>Corrected</b></p>

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 <p><b>Observation:</b> Mop heads were being store inside the buckets. Mop heads should be stored in the upright position to air dry and reduce the growth of bacteria. Figure 6.</p>			
<p><b>New Violation:</b> 4-117.4 All chemical products used at the Head Start Center are used in accordance with the manufacturer's labeled instructions. (PC-HSPS-1304.53(a)(8))</p> <p><b>Observation:</b> In the janitor's closet chemicals were being stored above 5 feet. Chemical should be stored below 5 feet to reduce accidental injury. Figure 3.</p> 	<p><b>Corrective Action:</b> Store all chemicals below 5 feet and inform staff of the hazard. OSHA 29CFR 1910.1200</p>	<p>Susie Cisneros, BIHS Director and Mitchell David, Maintenance Forman, Ty Poncho, Tribal Maintenance</p>	<p>11-16-2015: Corrected and reviewed Policy with Staff and Maintenance. 11-23-2015: Follow-up meeting with staff reviewing policy and directed to post policy in classrooms and janitor closet. <b>Corrected</b></p>



<p><b>Violation:</b> 4-120.1 All playground equipment is age appropriate, of safe design, and free of hazards. The equipment and layout of the playground complies with the Consumer Product Safety Commission's, Handbook for Public Playground Safety and the requirements of the American Society of Testing Materials, or equivalent standards. (PC-HSPS-1304.53(a)(7); PC-HSPS-1304.53(a)(10)(x))</p> <p><b>Observation:</b> There was a missing bolt on the rock climbing wall which decrease the stability and integrity of the equipment. Figure 4.</p> 	<p><b>Corrective Action:</b> Replace the bolt. Ensure all safety deficiencies are repaired as soon as possible.</p>	<p>Susie Cisneros, BIHS Director ,Ty Poncho, Tribal Maintenance, Head Start Teaching Team</p>	<p>11-16-2015: Corrected and reviewed Facility and playground Checklist with Staff and Maintenance. 11-23-2015: Follow-up meeting with staff reviewing monitoring forms. <b>Corrected:</b> Replaced the bolt.</p>
<p><b>New Violation:</b> 3-105.1 3-105.1 The Head Start program has established and maintained a Health Services Advisory Committee, which includes Head Start parents, professionals and other volunteers from the community. (A-HSPS-1304.41(b)) 3-105.2 The Health Services Advisory Committee provides a broad range of professional expertise and helps promote linkages with existing community resources. The Health Services Advisory Committee provides advice in planning, operating and evaluating the health services program. (PC-HSPS-1304.41(b))</p> <p><b>Observation:</b> The policy for head lice was a no knit policy. Knits do not spread disease. Students diagnosed with live head lice do not</p>	<p><b>Corrective Action:</b> Update head lice policy and training staff on the importance of the change. <b>Corrected</b></p>	<p>Susie Cisneros, BIHS Director, BIHS Health and Disabilities Manager; and Health Advisory</p>	<p>11-16-2015: Reviewed violation with Head Start Staff. Staff signed the Comprehensive Environmental Survey Report. 11-23-2015: Follow-up meeting and discussion regarding the necessary updates to the BIHS Head Lice Policy. Staff had no concerns. Amanda Miloradich will contact the CDC to confirm the Head Lice Policy update, download samples of Head Lice Policy, and request a copy of the local Elementary Head Lice Policy. All data gathered will be presented in the next December Health Advisory Meeting for review and draft of new policy. The new policy will take effect January 1, 2016. <i>Please take note that the violation states the AAP and the NASN as advocates for discontinuing "no-nit" policies and it is not a Federal, State or Tribal Regulation.</i> <b>In progress and will be completed January 2015.</b></p>

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<p>need to be sent home early from school; they can go home at the end of the day, be treated, and return to class after appropriate treatment has begun. Nits may persist after treatment, but successful treatment should kill crawling lice. Both the American Academy of Pediatrics (AAP) and the National Association of School Nurses (NASN) <b>advocate</b> that "no-nit" policies should be discontinued.</p>			
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End of Report: Prepared by SC 11-25-2015