

## Statement of Deficiencies

### 1507.A.: Daily Attendance Records - Children

Not Met

1507.A.: A daily attendance record for children shall be maintained that shall:

1. include the child's first and last name, arrival and departure times, and first and last name of person or entity to whom the child is released;
2. accurately reflect children on the center premises at any given time; and
3. be used to sign in and out if a child leaves and returns to the center during the day.

#### Finding:

1507.A. Based on record review: The daily attendance log for children did not include the time of arrival in S11 school-age class 12 times on 10/26/18 and 10 times on 11/16/18. The departure time was missing for 1 child in S4 and S5 infant room on 11/28/18 and 11/30/18.

### 1915.A.: Health Services - Observation

Not Met

1915.A.: Observation. Upon arrival at the center, the physical condition of each child shall be observed for possible signs of illness, infections, bruises or injuries, and when something is observed, it shall be documented and such documentation shall include an explanation from the parent or child.

#### Finding:

1915.A. Based on record review: The provider did not document observations, when something is observed, noted on children upon arrival to the center. Results including an explanation from parent and/or child were not documented. Specialist reviewed the daily observations for months of October, November and December 2018. The Center was missing observations for 8 children present on 11/07/18 in S6's Rm. 3 classroom and 12 children present on 12/06/18 in S9's classroom.

### 2105.E.: Field Trip - Record

Not Met

2105.E.: A written record for each field trip shall be maintained and shall include the following:

1. date, destination(s) and method of transportation;
2. names of all the children being transported in each vehicle;
3. names of the driver, staff members and other adults being transported in each vehicle;
4. names of other adults who joined the field trip at the destination(s) to assist with supervision of children; and
5. the presence of each child each time the children enter or exit the vehicle.

#### Finding:

The Provider's record of all field trips taken was incomplete for date 07/06/18 as it did not include the destination(s) and method of transportation, names of the driver, staff members and other adults being transported in each vehicle and names of other adults who may have joined the field trip at the destination to assist with supervision of children.