

## Statement of Deficiencies

### 1515.A.1: Child Records and Cumulative Files

Not Met

1515.A.1: A cumulative file shall be maintained on each child that shall include the following records:

1. An information form signed and dated by the parent and updated as changes occur, that contains:
  - a. name of child, date of birth, sex, date of admission;
  - b. name of parents and the home address of both child and parents;
  - c. phone numbers where parents may be reached while child is in care;
  - d. name and phone number of person to contact in an emergency if parents cannot be located promptly;
  - e. name and telephone number of child's physician, if applicable;
  - f. name and telephone number of the child's dentist, if applicable;
  - g. any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable;

#### Finding:

1515.A.1 Based on record review: 9 of 10 children's records reviewed lacked the required information on the Child's Information Form as the date of admission was omitted. Specialist also found that 1 of 10 records reviewed failed to be signed and dated by parent.

### 1703.B: Visitors - CBC/Accompanied

Not Met

1703.B: An early learning center shall obtain documentation of a satisfactory fingerprint based CBC for each visitor or independent contractor of any kind, prior to the person being present at the center or performing services for the center UNLESS the visitor or independent contractor WILL BE accompanied at all times while on the center premises by an adult, paid, staff member who is not being counted in child to staff ratios, and the center shall have copies of said documentation on-site at all times and available for inspection upon request by the Licensing Division.

1. Documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied a visitor or independent contractor at all times while the visitor or contractor was on the center premises shall include the date, arrival and departure time of the visitor or contractor, language stating that the visit or contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

#### Finding:

1703.B Based on record review: Specialist found that the center failed to have documentation of an acceptable CBC on file for all visitors who came to the center or documentation that an adult staff member not counted in the child to staff ratio accompanied each visitor during their visit as: O1 was present in the facility on October 6, 2017, O2 and O3 were present October 9, 2017, O4 was present on October 9 and 12, 2017, O5 was present December 2, 2017, and O6 and O7 were present on December 5, 2017 and there was no CBC on file for any of these persons. Documentation of visitor accompaniment failed to include the signature of the staff member accompanying the visitors.

### 1901-P: Staff Personal Belongings

Not Met

1901-P: The personal belongings of center staff members shall be inaccessible to children.

#### Finding:

1901-P Based on observations: The personal belongings of center staff members was accessible to children as Specialist observed that staff stored their purses and lunches on the floor and low shelves of the closets in classrooms # 6, 7, and 8; however, these closets were unlocked. S1 directed center staff to lock these doors prior to Specialist departure.

### 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 observations/record review/interview(s): 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 as on January 8, 2018, Specialist observed C11 present with a red bump on the bottom of her left eye. Specialist observed that nothing was documented as being observed on C11 when she arrived to care. S10 stated that C11's parent indicated that this was a sty that has been present on C11's eye since December and is being treated. Specialist reviewed the daily observations and found that the observation was noted on December 15, 2017 but was not documented any day following even though it was observed to still be present. Specialist observed C12 had dry flaky patches on his scalp. Specialist reviewed the daily observations and found that nothing was documented. S1 stated that C12 has dry scalp and she has spoken to the parent to verify that it is not a ring worm.