

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 at 11:42 a.m., S1 failed to have a daily attendance log for children that included the name of the person to whom the child was released to for 9 out of 9 children on 12/12/2023.

Corrective Action Plan: Effective 1/9/2024, S1 stated she will move the children's clipboard by the door at pickup to remind all authorized persons to sign their child(ren) out before leaving, to ensure compliance with this regulation.

1507.E.: Daily Attendance Records - Visitors

Not Met

1507.E.: A daily attendance record for all visitors to include the name, date of visit, arrival and departure times, and the purpose of the visit.

Finding:

1507.E. Based on record review at 12:10 p.m., S1 failed to have documentation of an accurate daily visitor's attendance record that included the first and last name, date of visit, arrival and departure times, and purpose of the visit for O2, Child Welfare representative, being on premises on 12/15/2023.

Corrective Action Plan: Effective 1/9/2024, S1 stated she will have all visitors to sign the visitors log before coming into the center, to ensure compliance with this regulation