Date - 01/09/2017 License # - 6095 Acton Code - 25

# 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/observation: The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 36 children were present and 35 children were signed in on the log. C1 was not signed in the log. S4 stated it was C1's first day in care.

#### 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: 1 of 1 children's records reviewed did not contain a Child's Information Form. Provider lacked the name and phone number of person to contact in an emergency if parents cannot be located promptly for C1. S4 stated it was C1's first day in care.

# 1515-A.2: Emergency Medical Treatment

**Not Met** 

1515-A.2: Written authorization signed and dated by the parent to secure emergency medical treatment;

## Finding:

1515-A.2 Based on record review: 1 of 1 Children's records lacked a signed and dated parental authorization to secure emergency medical treatment. Provider lacked this information for C1. S4 stated it was C1's first day in care.

1911-G: Pacifier Attached Not Met

1911-G: Pacifiers attached to strings or ribbons shall not be placed around the neck or attached to the clothing of a child.

# Finding:

1911-G Based on observations: A pacifier that was attached to strings or ribbons was attached to the clothing of a child. Specialist observed C1 with a ribbon attached to the pacifier which was clipped to the child's clothing. Corrected before departure.