

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/ interview at approximately 1:25 PM, S1 failed to maintain a daily attendance record that shall include the child's arrival and departure times, first and last name of person or entity to whom the child is released, and accurately reflect children on the center premises at any given time as evidenced by the center's daily attendance log dated 01/09/2019 indicates that 40 of 42 children present were signed in.

Corrective Action Plan: S1 stated that she will double check the classroom's children list from now on to ensure that all the children are signed in and signed out on the main sign out list.

1721.A.-C.: Continuing Education Training

Not Met

1721.A.-C.: A. Early learning centers shall provide opportunities for continuing education of staff members who are left alone with children, or who have supervisory or disciplinary authority over children.

1. Staff members of early learning centers, excluding foster grandparents, shall obtain a minimum of 12 clock hours of continuing education per center anniversary year.

B. Staff members of type I, type II and type III centers who are neither left alone with children, nor have supervisory or disciplinary authority over children, shall obtain a minimum of three clock hours of continuing education in job related topics per center's anniversary year.

C. Continuing education for all types of centers shall be conducted by trainers approved by the department. The department shall keep a registry of approved trainers.

Finding:

1721.A.-C. Based on record review/interview at approximately 3:10 PM, S1 failed to obtain a minimum of 3 continuing education hours in health for each staff member as evidenced by S1 could not provide proof that each staff member had obtained the required continuing education hours per center anniversary year. S1 stated each employee has the required health education hours; however, she does not know where the certificates are located.

Corrective Action Plan. S1 stated that she will ensure the certificates are placed in their designated binder and accessible to all staff members at all times.