

Statement of Deficiencies

1713.A.&B.&C.: Supervision

Not Met

1713.A.&B.&C.: A: Children shall be supervised at all times in the center, on the playground, on field trips, on non-vehicular excursions, and during all water activities and water play activities.

B: Children shall not be left alone in any room, (except the restroom as indicated in Subsection G of this Section or when being provided services by therapeutic professionals, as defined in §103), outdoors, or in vehicles, even momentarily, without staff present.

C: A staff person shall be assigned to supervise specific children whose names and whereabouts that staff person shall know and with whom the staff person shall be physically present. Staff shall be able to state how many children are in their care at all times.

Finding:

1713.A.&B.&C.: Based on observation/interview at 11:51 a.m., staff failed to supervise a child at all times. Specialist observed C8, four-years-old, close S27's classroom door and walk down the hallway unsupervised to the restroom located behind the office. Specialist alerted S27 who was in the classroom supervising 6, three-to-four-year old children, and she stated the children always go out of the classroom to the restroom behind the office. S2 stated she is usually at the front desk and supervises the children when they go to the restroom, but she was not present in the center at the time.

Corrective Action Plan: Effective 1/11/2023, S2 stated she will retrain staff that the children are to supervised at all times when walking from the classroom to the restroom behind the office and if there is no additional staff to supervise, the children will go as a group to the restroom, to ensure compliance with this regulation.

1715.A.1.&3.: Staff Records and Personnel Files

Not Met

1715.A.1.&3.: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following:

1. an application or staff information form containing the following information:
 - a. name;
 - b. date of birth;
 - c. home address and phone number;
 - d. training,
 - e. work experience;
 - f. educational background;
 - g. hire date; and
 - h. first day onsite working with children;
3. Upon termination or resignation of employment, the last date of employment and reason for leaving;

Finding:

1715.A.1.: Based on record review at 1:40 p.m., S2 failed to maintain a staff personnel file for S27 to include an application/staff information form with documentation of training, work experience, and educational background.

Corrective Action Plan: Effective 1/11/2023, S2 stated she will create a master new hire packet and it will include the staff information form to begin using immediately, to ensure compliance with this regulation.

Statement of Deficiencies

1719.A.-C.: Orientation Training

Not Met

1719.A.-C.: A. Within seven calendar days of the first day present at the center, and prior to assuming sole responsibility for any children, each staff member shall receive center-specific orientation to the policies and practices of the center that at a minimum shall include information on the center:

1. child abuse identification and reporting, including phone numbers for mandatory reporting and suspected child abuse and neglect;
2. location of emergency exits and emergency preparedness plans;
3. handling of emergencies due to food/allergic reactions;
4. location of first-aid supplies;
5. list of children with allergies and special needs;
6. identification of critical staff including but not limited to staff trained in CPR and first aid and staff who can administer medicine;
7. child release policies and restrictions;
8. child-to-staff ratio policies;
9. daily schedules;
10. opening policy;
11. closing policy; and
12. transportation policy and vehicle inspection procedures.

B. Within seven calendar days of the first day present at the center, and prior to assuming sole responsibility for any children, each staff member shall complete the LDE Key Training Module 1 and the DCFS online Mandated Reporter Training. Key Training Module 1 shall at a minimum include information on the following:

1. general emergency preparedness, including natural disasters and man-caused events;
2. professionalism;
3. health and safety, which includes: daily observations, supervision regulations, daily attendance, child to staff ratios, improper discipline, prohibited discipline, prevention of shaken baby syndrome, prevention of abusive head trauma and child maltreatment, food safety, choking risks recognition and reporting of child abuse and neglect;
4. administration of medication consistent with standards for parental consent;
5. prevention and response to emergencies due to food and allergic reactions;
6. appropriate precautions in transporting children, if applicable;
7. public health policies, prevention and control of infectious diseases, including immunization information;
8. handling and storage of hazardous materials and the appropriate disposal of bio-contaminants;
9. pediatric first aid and cardiopulmonary resuscitation (CPR);
10. prevention of sudden infant death syndrome and use of safe sleep practices;
11. outdoor play practices;
12. environmental safety; and
13. building and physical premises safety, including identification of and protection from hazards, bodies of water and vehicular traffic;
14. child release practices; and
15. critical incident practices and licensing regulations

C. Within 30 calendar days of the first day present at the center and prior to assuming sole responsibility for any children, each staff member shall complete the LDE Key Orientation Training Modules 2 and 3, that at a minimum shall include information on the following:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety; and
5. early learning development standards.

Finding:

1719.A.-C.: Based on observation/record review at 11:30 a.m., S2 failed to provide documentation that S27 received center-specific orientation and the DCFS Mandated Reporter Training within seven days of the first day present at the center on 11/8/2022. S2 failed to provide documentation that S26 received center-specific orientation, the DCFS Mandated Reporter Training, and the LDE Key Orientation Training Module 2 prior to assuming sole responsibility for any children on 1/11/2023.

Corrective Action Plan: Effective 1/11/2023, S2 stated she will have all staff complete and document orientation completion by calendar requirements or prior to assuming sole responsibility. All staff who have previous training will be required to submit documentation according to the regulation, to ensure compliance with this regulation.

1723.A.&B.: CPR Certification - Infant/Child

Not Met

1723.A.&B.: A. Infant and child CPR. All staff members on the premises of a center and accessible to children shall have current certification in infant and child CPR through training approved by the department.

B. Adult CPR. All staff members on the premises of a center and accessible to children shall have current certification in adult CPR through training approved by the department.

CPR Certification

Statement of Deficiencies

Finding:

1723.A.&B.: Based on observation/record review at 11:30.m., S2 failed to have documentation that all staff on the center's premises and accessible to children have current certification in infant, child, and adult CPR through training approved by the Department. S2 stated all staff are scheduled to complete training on 1/25/2023.

Corrective Action Plan: Effective 1/11/2023, S2 stated she will discuss importance of the availability of regular scheduled classes with administration and schedule as soon as possible, to ensure compliance with this regulation.

1723.C: Pediatric First Aid

Not Met

1723.C: C. All staff members on the premises of a center and accessible to children shall have current certification in pediatric first aid through training approved by the department.

Finding:

1723.C.: Based on observation/record review at 11:30 a.m., S2 failed to have documentation that all staff on the center's premises and accessible to children have current certification in Pediatric First Aid through training approved by the Department. S2 stated all staff are scheduled to complete training on 1/25/2023.

Corrective Action Plan: Effective 1/11/2023, S2 stated she will discuss importance of the availability of regular scheduled classes with administration and schedule as soon as possible, to ensure compliance with this regulation.
