

Statement of Deficiencies

2103.F.: Passenger Transportation Log

Not Met

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1. A current passenger log for each trip shall be used to track children and staff during transportation.
2. The log shall be maintained on file at the center and a copy shall be provided to the driver or monitor.
3. The following shall be recorded in the passenger log:
 - a. date the transportation is provided;
 - b. name of the child;
 - c. name of driver and staff members;
 - d. pick up and drop off locations;
 - e. time child was placed on the vehicle;
 - f. time child was released and name of the person or entity to whom child was released; and
 - g. signature of staff person completing the log.

Finding:

2103.F. Based on record review on 01/1/19, The Center's current Passenger transportation log provided to the center driver or attendant was incomplete as it did not include time child was released. Documents reviewed dated 01/07/19-01/11/19 and 01/14/19-01/19/19. S1 previously cited on 10/08/18 for the time of release not being documented.

2107.A.1.&2.: Visual Check of Vehicle

Not Met

2107.A.1.&2.: A visual passenger check of a vehicle is required to ensure that no child is left in the vehicle.

1. A staff person shall physically walk through the vehicle and inspect all seat surfaces, under all seats, and in all enclosed spaces and recesses in the interior of the vehicle.
2. The staff member shall record the time of the visual passenger check and sign the log, indicating that no child was left on the vehicle.

Finding:

2107.A.2 Based on record review on 01/16/19, passenger transportation records provided for the week of 01/14/19-01/18/19 (dated 01/14/19-01/19/19) shows that the visual inspection times for 01/17/19 and 01/18/19 have already been completed. S2 stated that since the times are the same everyday she thought it was ok to complete the form with the times.