Date - 01/17/2017 License # - 6103 Acton Code - 5

# Statement of Deficiencies

### 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/interview(s):

The Provider did not maintain documentation of a daily attendance record for Visitor's to include first and last name, date of visit, arrival and departure times, and purpose of the visit. Provider(S1) stated that there has not been any visitors in the center but stated that the Fire Marshal and Health department have been on the premises. S1 did not have any documentation to state the days of the visits.

## 1707-A.1&2: Required Staffing - Director/ Director Designee

**Not Met** 

1707-A.1&2: Each center shall have a qualified director or qualified director designee.

- 1. The director or director designee shall be an on-site, full-time staff person at the center during the day time hours of operation (prior to 9:00 p.m.).
- 2. The director or director designee shall be responsible for planning, managing, and controlling the center's daily activities, as well as responding to parental concerns and ensuring that minimum licensing requirements are met.

#### Finding:

1707 Based on The center's director is not an on-site full time employee of the licensed location and there was not an on-site full time qualified Director Designee given responsibility for for planning, managing, and controlling the center's daily activities, as well as responding to parental concerns and ensuring that minimum licensing requirements are met.