

Statement of Deficiencies

1811-D.2.&3.: Provisional Employment for Staff Members of Early Learning Centers

Not Met

1811-D.2.&3.: 2. A provisionally-employed staff member may be counted in child to staff ratios, but must be monitored at all times in accordance with the following.

- a. A monitor of a provisionally-employed staff member must be an adult staff member for whom the center has a CCCBC-based determination of eligibility for child care purposes, (or prior to October 1, 2018, a satisfactory CBC), who is designated by the center to monitor a specific provisionally-employed staff member.
 - b. The center must designate a monitor for each provisionally-employed staff member present at the center.
 - c. The monitor shall be physically present at the center at all times when the provisionally-employed staff member is present at the center.
 - d. Monitors must remain within close enough physical proximity of their designated provisionally-employed staff members to be able intervene at any time if intervention is needed.
 - e. A monitor shall perform at least one visual observation of each designated provisionally-employed staff member every 30 minutes.
 - f. The center may designate one monitor for up to a maximum of five provisionally-employed staff members at any given time.
 - g. At least one monitor must be physically present at all times in any room during naptimes if a provisionally-employed staff member is present.
3. The center shall have a log or other written documentation of the monitoring of provisionally-employed staff members that identifies each provisionally-employed staff member, the designated monitor for each, and the times of the visual observations.

Finding:

1811-D.2.&3.: Based on record review at 12:45 PM, S1, Director, failed to provide a log or other written documentation of monitoring of provisionally-employed staff member, S4, the 4 year old teacher. S4 was issued provisional eligibility on 11/24/2020, and her first day on the premises working at the center was 11/30/2020. S4 received a CCCBC-based determination of eligibility for child care purposes on 12/18/2020. S1 stated S4 worked in the same classroom as S2, but did not document monitoring during that time.

Corrective Action Plan: Effective 1/20/2020, S1 stated she will ensure the designated monitor for provisionally-employed staff submits proper documentation of monitoring daily until a CCCBC-based determination of eligibility for child care purposes is received.

1901.C.: End-of-Day Check

Not Met

1901.C.: The entire center and play yard shall be checked after the last child departs to ensure that no child is left at the center and this check shall be documented. Documentation shall include date, time of visual check, and signature of the staff conducting the visual check.

Finding:

1901.C. Based on record review at 1:30 PM, S1, Director, failed to provide documentation that the end of day check was completed to ensure that the entire center and play yard was checked after the last child departed and no child was left unattended at the center. The last date documented is 12/31/2020. S3, Pre-K teacher, stated she thought she was out of blank logs to document and had no access to a printer.

Corrective Action Plan: Effective 1/20/2021, S1 stated she will provide blank forms for documentation that the end of check was completed. S1 stated she will check log daily to ensure it is being documented.