

## Statement of Deficiencies

### 713.A.: Office of Public Health, State Fire, City Fire Approval

**Not Met**

713.A.: Annual licensing inspections by the department, current approvals by the Office of Public Health, Office of State Fire Marshal, and city fire (if applicable), and academic approval by the department (if type III center) shall be required before the expiration of an existing license. However, if a center has documentation establishing that the center requested an inspection by the Office of Public Health or the Office of State Fire Marshal prior to the expiration of the existing license, these approvals may be submitted to the department within 90 calendar days of the date of the license renewal.

#### Finding:

713.A.: Based on observation/record review/interview: S1 lacked documentation of an updated annual inspection and approval from the Office of State Fire Marshal. The date of the last approval for the Office of State Fire Marshal is 6/14/19, however, during a visit on 10/14/19, Specialist observed renovations were made to enclose a large open space into two classrooms and divided by a hallway which were in use. During a visit on 1/22/2020 at 10:00am, Specialist observed the two classrooms were in use with seven, 1 year old children in one classroom, and 16, 3-4 year old children, in the second classroom. S1 has not received an inspection with an updated approval from the Office of State Fire Marshal prior to the children using the renovated space.

Corrective Action Plan: S1 stated she has submitted the updated documents to the Office of State Fire Marshal requested on 1/16/2020, and is awaiting a call for next steps.

### 1501.A.: Operations

**Not Met**

1501.A.: A center shall operate within the licensed capacity, age range, hours of operation and other specific services designated on its license.

#### Finding:

1501.A.: Operations: Based on observation/record review/interview: S1 did not notify the Licensing Division prior to making changes that had an effect on the license as the provider is no longer utilizing the front area as a large open space that was previously approved by the Licensing Division. Specialist observed during a previous visit on 10/14/19, and subsequent visit on 1/22/2020, the large open space is now enclosed with walls and doors and is now two classrooms, separated by a hallway. Specialist observed at 10:00am, the area was in use, without Department approval, with seven 1 year old children in one classroom, and sixteen 3-4 year old children in the second room.

Corrective Action Plan: S1 stated the approval from the Office of State Fire Marshal is needed to complete the request for operational changes to be submitted. S1 stated she is awaiting next steps from the State Fire Marshall to complete and submit for Department approval of changes.

### 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 observation/record review/interview: Specialist observed at 10:00am, the center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 75 children were present and 72 children were signed in on the log.

Corrective Action Plan: S1 stated she will complete a record review at 8:45am to ensure all children present are signed in.

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### 1711.A.&B.&D.&G.: Child to Staff Ratio

Not Met

1711.A.&B.&D.&G.: A. Child to staff ratios are established to ensure the safety of all children.

B. Minimum child to staff ratios shall be met at all times.

1. There shall be a minimum of two staff members present at an early learning center when more than one child is present.
2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.
- D. Minimum Child to Staff Ratios for Type II and Type III centers:

Ages of Children		Ratio
Infants under 1 year		5:1
1 year	7:1	
2 years	11:1	
3 years	13:1	
4 years	15:1	
5 years	19:1	
6 years and up	23:1	

G. Mixed Age Groups - Minimum Child to Staff Ratios

1. An average of the child to staff ratios may be applied to mixed age groups of children ages 2, 3, 4 and 5
2. Child to staff ratios for children under age two are excluded from averaging.
3. When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
4. An average may be applied to a mixed age group consisting only of children ages 5 and older.

#### Finding:

1711.A.&B.&D.&G.: Based on observation/interview: S1 failed to meet the required child to staff ratio for children. At 10:00am, Specialist observed sixteen 3-4 year old children in S7's classroom. The required ratio for children of this mixed age group is fourteen children per one staff person. S7 would need one additional staff person to meet child to staff ratio requirements. S1 removed the one 3 year old child in the classroom and placed in another classroom where child to staff ratios were met, allowing for S7 to then meet child to staff ratio with fifteen 4 year old children to one staff. Corrective Action Plan: S1 stated she is in the process of hiring an additional staff person to place in the classroom with S7.

### 1725.A.-C.: Medication Management Training

Not Met

1725.A.-C.: A. All staff members who administer medication shall have medication administration training.

B. Whether the center is administering medication or not, each early learning center shall have at least two staff members trained in medication administration and at least one on the premises. A staff member who is a licensed practical nurse (LPN) or registered nurse (RN) with a valid nursing license shall be considered to have medication administration training.

C. Such training shall be completed every two years with an approved child care health consultant.

#### Finding:

1725.B.-C.: Based on record review/interview: S1 did not have at least two staff members trained in medication administration whether the early learning center administers medication or not. Specialist completed a review at 11:45am, and observed S4 is the only staff with a current certification in medication administration training with an expiration of January 2021.

Corrective Action Plan: S1 stated she has four staff scheduled to complete the medication administration training with an approved child care health consultant on 1/12/2020.

### 1901.P.: Staff Personal Belongings

Not Met

1901.P.: The personal belongings of center staff members shall be inaccessible to children.

#### Finding:

1901.P.: Based on observation/interview: The personal belongings of center staff members S8 and S9 were accessible to seventeen, 2-3 year old children. At 10:14am, Specialist observed S8 and S9's cell phones, lunch, and soft drink cup and cans were on top of a shelving unit and within reach of the children. S8 removed and placed on top of a wall unit out of reach of the children.

Corrective Action Plan: S1 stated she will complete walk-through with spot checks to ensure staff are following regulatory requirement.