

## Statement of Deficiencies

### 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 record review on 1/23/17 the specialist completed a total headcount and the center has 54 students at the center present but only have 50 students signed in according to the daily attendance records.

### 1715-A.2: Photo Identification

Not Met

1715-A.2: Personnel files for each staff member shall be maintained at the center and shall include the following:  
copy of a state or federal government issued photo identification;

#### Finding:

1715-A.2 Based on record review on 1/23/17 the center did not have a copy of S15 and S16 State or federal government issued photo Identification available for review in the file.

### 1715-A.5: State Central Registry

Not Met

1715-A.5: Personnel files for each staff member shall be maintained at the center and shall include the following:  
documentation of a current, completed state central registry disclosure form indicating no justified (valid) finding of abuse or neglect by the DCFS, or a current determination from the DCFS indicating that the individual does not pose a risk to children.

#### Finding:

1715-A.5 Based on record review on 1/23/17 the center failed to have documentation of a completed state central registry disclosure form (SCR 1) on site and available for review at the center prior to a previously completed form expiring (1705.B). 5 of 25 staff, staff S1, S4, S5, S6, S19 Identifiers failed to have documentation of the completed form. S1 had the staff to complete an updated registry before I left the center.

### 1719-A.-B.: Orientation Training

Not Met

1719-A.-B.: Within seven calendar days of date of hire, and prior to assuming sole responsibility for any children, each staff member shall receive orientation to the policies and practices of the center that at a minimum shall include:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices,

Within 30 calendar days of date of hire, each staff member shall receive orientation to the additional policies and practices of the center that at a minimum shall include:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention;

#### Finding:

1719-A.-B. Based on record review on 1/23/17 S10, S16, and S18 did not have the additional 30 day orientation within 30 days of hire. S10 was hired on 9/27/16 and S16 was hired on 9/19/16 and S18 was hired on 11/29/16. S24 did not have any orientation completed. S24 did have checks in the 7 day training but did not have any dates on the form or any additional 30 day training. S8 was an old employee who was rehired on 9/27/16 S1 failed to have a new orientation form in the file.

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

Not Met

- 1725-A.-D.: A. All staff members who administer medication shall have medication administration training.  
B. Whether administering medication or not, each early learning center shall have at least two staff members trained in medication administration.  
C. Such training shall be completed every two years with an approved Child Care Health Consultant.  
D. A licensed practical nurse (LPN) or registered nurse (RN) with a valid nursing license shall be considered to have medication administration training.

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### Finding:

1725-A.-D. Based on record review on 1/23/17 the center did not have at least 2 staff members trained with medication management training. S7 is the only staff member who has medication management training.

### 1907-A.1-2: High Chairs

Not Met

1907-A.1-2:

1. The high chair manufacturer's restraint device shall be used when children are sitting in a high chair.
2. Children who are either too small or too large to be restrained using the manufacturer's restraint device shall not be placed in a high chair.

### Finding:

1907-A.1-2 Based on observations on 1/23/17 S4 has a feeding table in her room which had 3 children in the seats. The table did not have any restraints to hold the children in the feeding table.

### 1907-B.1-4: Eating Practices

Not Met

1907-B.1-4:

1. Developmentally appropriate seating shall be used.
2. Chairs and tables of suitable size shall be available for each child.
3. Feeding tables may be used at mealtimes, if children's feet are able to rest comfortably on a foot rest.
4. Feeding tables may also be used for occasional program activities that require a table surface for no longer than 30 minutes in one day in addition to mealtime minutes.

### Finding:

1907-B.1-4 Based on observations on 1/23/17 S4 had a feeding table that is used during mealtimes, the children's feet did not have a foot rest to place their feet on comfortably. She had 3 children in the table during meal time.

### 1921-E: Tornado Drills

Not Met

1921-E: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June at various times of the day necessary to include all children and shall be documented.

### Finding:

1921-E Based on record review the center did not have documentation of tornado drills that were conducted at least once per month during the months of March, April, May, and June. Date of tornado drills were 6/30/16. The tornado drills were not completed and the documentation was not in the file for the month of March, April and May. The center only completed 1 of 4 tornado drills.