

## 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: The center's visitor's daily attendance record did not accurately reflect when a visitor was on the child care premises as evidenced by, the departure times were not documented for entries on the following dates: one entry on 10/17/17, one entry on 10/30/17 and one entry on 12/27/17.

### 1717-A: Independent Contractors Records

Not Met

1717-A: Independent Contractors. The following information shall be maintained for all independent contractors, including but not limited to therapeutic professionals, extracurricular personnel, contracted transportation drivers, Department of Education, Office of Early Childhood staff and local school district staff:

1. an information form that includes the person's name, address and phone number
2. a list of duties performed while present at the center; and
3. documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center or documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

#### Finding:

1717-A Based on record review: There was no documentation of a current Right to Review criminal background check available for review during the licensing inspection on O1, prior to the previous Right to Review dated 10/13/16 which expired on 10/13/17. O1 was present on the childcare premises on 10/20/17 per documentation on the center's professional visitor attendance log. Also, there was no documentation of a Right to Review criminal background check available for review during the licensing inspection on O2 who was present on the childcare premises on 11/13/17, for classroom observation per documentation on the center's professional visitor attendance log.

There was no documentation that O1 or O2 were accompanied by a staff member at all times while on the premises.