

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 record review on 1/31/19, S1 lacked documentation of a current inspection and approval from State Fire Marshal as S1 made changes to the center's floor plan and failed to have an updated Fire Marshal inspection and approval for LS to review. The date of the last approval was 8/9/18.

1715.A.1.&3.: Staff Records and Personnel Files

Not Met

1715.A.1.&3.: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following:

1. an application or staff information form containing the following information:
 - a. name;
 - b. date of birth;
 - c. home address and phone number;
 - d. training,
 - e. work experience;
 - f. educational background;
 - g. hire date; and
 - h. first day onsite working with children;
3. Upon termination or resignation of employment, the last date of employment and reason for leaving;

Finding:

1715.A.1.: Based on interview(s) on 1/31/19, S1 did not have an application/staff information form to include name, date of birth, home address and phone number, training, work experience, educational background, hire date, and first day onsite working with children, for staff members S2 and S5 as S1 stated S2 was a transfer staff members from Clayton Head Start location and failed to have S2's records for LS to review. S1 stated S5 was a new staff member and S5's file was located at Clayton Head Start and was not available for LS to review.

At approximately 3:00pm, O1 brought the file to the center. Although, S1 received the file, LS observed S2's date of hire and first day on-site working with children was not available for LS to review and was not initially on-site.

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:

2. copy of a state or federal government issued photo identification;

Finding:

1715.A.2. Based on interview(s) on 1/31/19, S1 did not have a copy of S2 and S5's state or federal government issued photo identification available for review. S1 was provided S2's state issued photo identification by O1 during the center visit but was not on-site upon request.

1719.A.&B.: Orientation Training

Not Met

1719.A.&B.: A. Within seven calendar days of the first day present at the center, 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.
- B. 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; and
 6. CPR and first aid, as applicable.

Finding:

1719.A.: Based on interview(s) on 1/31/19, S1 lacked documentation that 2 of 12 staff, S2 and S5, received orientation within seven days of the first day

Statement of Deficiencies

present at the center and prior to having sole responsibility for any children as S1 stated this information was located at the Clayton Head Start site and not available for LS review.

1719.C.: Orientation Training - Transportation staff

Not Met

1719.C.: All staff members responsible for transporting children shall receive additional orientation training in the following areas prior to assuming their transportation duties:

1. transportation regulations, including the modeling of how to properly conduct a vehicle passenger check and demonstration by staff to director on how to conduct a vehicle passenger check;
2. proper use of child safety restraints required by state Law;
3. proper loading, unloading, and tracking of children as required by state law;
4. location of first aid supplies; and
5. emergency procedures for the vehicle, including actions to be taken in the event of accidents or breakdowns.

Finding:

1719.C. Based on record review on 1/31/19, S1 lacked documentation that 1 of 12 staff, S2, of a staff member that is responsible for transporting children received additional orientation training prior to assuming their transportation duties as S1 did not have this information available for LS to review.

1903.C.: Free of Hazards

Not Met

1903.C.: Indoor and outdoor areas shall be free of hazards.

Finding:

1903.C. Based on observations on 1/31/19, outdoor area was not free of hazards as LS observed (2) playground equipment wrapped in plastic stacked on top of each other on a wooden crate, (1) playground equipment wrapped in plastic sitting on a wooden crate, (3) playground equipment wrapped in plastic sitting on the ground, and toys not properly assembled were observed leaning on the playground gate.