

Statement of Deficiencies

1507.B.: Daily Attendance Records - Staff and Owners

Not Met

1507.B.: A daily attendance record for all staff members and owners shall be maintained that shall:

1. include the first and last name of the staff member or owner and arrival and departure times;
2. accurately reflect the staff members and owners on the center premises at any given time; and
3. be used to document staff members and owners who leave and return to the center during the day

Finding:

1507.B. Based on record review at 10:45 a.m., S1 failed to have documentation of the center's staff and owner's daily attendance record that accurately reflect persons on the child care premises at any given time as evidenced:

- There was no documentation of the departure time for S1 on 1/5/2022 - 1/6/2022, 1/27/2022 - 1/28/2022, and 2/1/2022.
- There was no documentation of the departure times for S3 and S5 on 1/4/2022.

Corrective Action Plan: Effective 2/3/2022, S1 stated she will post a red sign on the door saying, "Stop, did you sign out?" S1 also stated she will fix the sign in folder so it is not so messy to ensure they are not cited the deficiency again.

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 at 11:05 a.m., S1 failed to have documentation of tornado drills that were conducted at least once per month during the months of March, April, May, and June 2021. S1 stated the drills were conducted during those months; however, she was unable to find the folder. S1 stated she will complete a tornado drill by tomorrow.

Corrective Action Plan: Effective 2/3/2022, S1 stated she will begin completing tornado drills monthly to ensure drills are being done during March - June annually, and to prevent being cited the deficiency again.