

Statement of Deficiencies

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. Based on observations at 10:45 am, S1 failed to notify the Department prior to making changes that had an effect on the license as the provider altered the indoor space that was previously approved by the Department as evidenced by S1 has removed walls that previously separated rooms 3 and 4 and rooms 1 and 2.

Corrective Action Plan: S1 stated effective 02/05/2020 she will consult with her consultant prior to making any changes that can affect her license.

1515.A.1.: Child Records and Cumulative Files

Not Met

1515.A.1.: A cumulative file shall be maintained on each child that shall include the following records:

1. An information form signed and dated by the parent and updated as changes occur, that contains:
 - a. name of child, date of birth, sex, date of admission;
 - b. name of parents and the home address of both child and parents;
 - c. phone numbers where parents may be reached while child is in care;
 - d. name and phone number of person to contact in an emergency if parents cannot be located promptly;
 - e. name and telephone number of child's physician, if applicable;
 - f. name and telephone number of the child's dentist, if applicable;
 - g. any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable;
 - h. any special dietary needs, restrictions or food allergies or intolerances, if applicable. See Paragraph 4;

Finding:

1515.A.1. Based on record review at 11:15am, S1 failed to have children's records for 2 of 15 children (C9 and C10) as evidenced by the was no file for the children.

Corrective Action Plan: S1 stated effective 02/05/2020 she will ensure all children enrolled have a record on file.

1515.A.2.: Emergency Medical Treatment

Not Met

1515.A.2.: Written authorization signed and dated by the parent to secure emergency medical treatment;

Finding:

1515.A.2. Based on record review at 11:15am, S1 failed to have a signed and dated parental authorization to secure emergency medical treatment for 2 of 15 children (C9 and C10) as evidenced by S1 failed to have a file for the children.

Corrective Action Plan: S1 stated effective 02/05/2020 she will ensure all children enrolled have a record on file.

1515.A.3.: Releasing of Children

Not Met

1515.A.3.: Written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center.

- a. The parent may further authorize additional individuals via a text message, fax or email to the center in unplanned situations and follow it with a written authorization.
- b. A child shall never be released to anyone unless authorized in writing by the parent.
- c. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
- d. The center shall verify the identity of the authorized person prior to releasing the child.

Finding:

1513.A.3. Based on record review at 11:15am, S1 failed to have written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center as evidenced by S1 failed to have a file for C9 & C10.

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Corrective Action Plan: S1 stated effective 02/05/2020 she will ensure all children enrolled have a record on file.

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.1.D&G.1.: Based on record review/observation at 10:30am, S1 failed to have at a minimum of 2 child care staff present at an early learning center when more than one child was present as one staff was supervising 15 children ages 2 to 4 years old when specialist arrived. On 2/5/2020, from 7:33AM until 9:20AM, S2 supervised up to 13 children ages 2 to 4 years old by herself. S3 arrived at the center at 9:20AM and left at 10:00am leaving S2 alone with 15 children ages 2 to 4 years old. The ratio was corrected at 11:00am when S1 arrived.

Corrective Action Plan: S1 stated that effective 02/05/2020 she will ensure that no staff is left alone with more than 1 child to so that child to staff ratio is met.

1713.E.&F.: Supervision Participation

Not Met

1713.E.&F.:

E: While supervising a group of children, staff shall devote their time to supervising the children, meeting the needs of the children, and participating with them in their activities.

F: Staff duties that include cooking, housekeeping or administrative functions shall not interfere with the supervision of children.

Finding:

1713.E.&F.: Based on observation at 11:55am, while supervising a group of children, S2 failed to devote her time to supervision of the children, meeting the needs of the children, and in participation with the children in their activities as evidence by staff was observed in the kitchen preparing lunch for the children.

Corrective Action Plan: S1 stated effective 02/05/2020 she will ensure that she has adequate staff present to prepare meals and snacks for the children so that the teacher can participate and meet the needs of the children in care.

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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, local school district staff, and departmental staff other than those responsible for inspecting centers:

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 CCCBC-based determination of eligibility for child care purposes from the department or documentation of the adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was at the center when children were present, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while at the center when children were present, and the signature of both the contractor and the accompanying staff member.

Finding:

1717.A. Based on record review at 1:30pm, S1 failed to have documentation of the adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was at the center when children were present, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while at the center when children were present, and the signature of both the contractor and the accompanying staff member for O1 and O5. O1 was present on 3/5/19 from 3:00pm to 3:00pm; 3/6/19 from 3:30pm to 4:30pm; on 3/12/19 from 3:00pm to 4:00pm; and on 3/19/19 from 2:55pm to 4:00pm. O5 was present on 3/7/19 from 11:35am to 12:40pm; and on 3/14/19 from 11:40am to 12:45pm.

Corrective Action Plan: S1 stated that she will check the eligibility of CCCBC for each independent contractor or ensure that they are accompanied by a staff person not included in the ratio. S1 also stated that she will add the independent contractors who come to the center regularly to her CCCBC portal.

1903.E.3.: Outdoor - Direct Exit

Not Met

1903.E.3.: Outdoor play space shall be available through a direct exit from the center into the outdoor play space or shall be attached to the center in a manner that ensures children are continuously protected by a permanent fence or other permanent barrier while going to and from the center to the outdoor play space.

Finding:

1903.E.3. Based on observations at 12:30pm, the outdoor play space has a direct exit from the center into the outdoor play space that is attached to the center, however, the children are not continuously protected as evidenced by the exiting gate from the playground does not have a self-latching close mechanism to ensure it stays closed at all times.

Corrective Action Plan: S1 stated she will ensure the gate is working properly daily and will have it fixed 02/05/2020.