

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, on 2/06/2018 specialist reviewed center's visitor log from 10/31/2017 to 2/06/2018 and noted that individuals who entered center failed to sign in, sign out, and/or state the reason they were on the premises. Per S1, visitors and parents who enter the center are required to sign in on the same log. Specialist could not determine who was a visitor or parent on 10/31/2017, 11/15/2017, 1/19/2018, and 1/25/2018 during record review.

1703.B: Visitors - CBC/Accompanied

Not Met

1703.B: An early learning center shall obtain documentation of a satisfactory fingerprint based CBC for each visitor or independent contractor of any kind, prior to the person being present at the center or performing services for the center UNLESS the visitor or independent contractor WILL BE accompanied at all times while on the center premises by an adult, paid, staff member who is not being counted in child to staff ratios, and the center shall have copies of said documentation on-site at all times and available for inspection upon request by the Licensing Division.

1. Documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied a visitor or independent contractor at all times while the visitor or contractor was on the center premises shall include the date, arrival and departure time of the visitor or contractor, language stating that the visit or 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:

1703.B Based on record review, on 2/06/2018 specialist was unable to determine who was a visitor or a parent during 10/31/2017 through 02/06/2018. Specialist could not determine if visitor was accompanied at all times by a staff who was not counted in the child to staff ratio. Per S1, visitors and parents who enter the center are required to sign in on the same log.

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, on 2/06/2018 specialist noted that the center failed to have a satisfactory criminal background check on file for O1, O2, and O3. O1 was present in the center on 2-2-2018. O2 was present on 10/24/2017, 10/25/2017, 10/31/2017, 1/25/2018, 1/31/2018, and 02/01/2018. O3 was present in the center on 1/19/2018, 1/23/2018, and 1/25/2018. Center documentation also failed to note whether or not O1, O2, and O3 was accompanied by a paid, adult staff member who was not counted in the child to staff ratio while on the premises.

1901-J.&K.: Items That Can be Harmful to Children

Not Met

1901-J.&K.: Items that can be harmful to children, such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils, shall kept in a locked cabinet or other secure place that ensures they are inaccessible to children. Plastic bags, when not in use, regardless of purpose or use, shall be made inaccessible to children.

Finding:

1901-J&K: Based on observations, on 2/06/2018 during a walk through of the center specialist observed two bottles of purple and blue Fabuloso located in the bathroom of classroom 3 on a three tier yellow and black shelf that was not inaccessible to children. Specialist instructed S1 of the finding and the bottles were removed immediately.

Statement of Deficiencies

2103-F: Passenger Transportation Log

Not Met

2103-F: Passenger Log

1. A current passenger log for each trip shall be used to track children and staff during transportation.
2. The log shall be maintained on file at the center and a copy shall be provided to the driver or monitor.
3. The following shall be recorded in the passenger log:
 - a. date the transportation is provided;
 - b. name of the child;
 - c. name of driver and staff members;
 - d. pick up and drop off locations;
 - e. time child was placed on the vehicle;
 - f. time child was released and name of the person or entity to whom child was released; and
 - g. signature of staff person completing the log.

Finding:

2103-F Based on record review, specialist on 2/06/2018 reviewed the center's daily bus attendance log for the week of 08/28/2017 through 08/31/2017 and noted that the time the children were dropped off at the center was not documented and who the children were released to was not noted. Per S1, the log included children from a different center. Specialist was unable to determine which children was released to Lincoln Head Start or Paul E. Slaton.
