

## **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 approximately 4:00pm S1 failed to have evidence of her daily attendance record of arrival and departure times to the early learning center.

Corrective Action Plan: S1 states effective 2/21/2020 she will start using the electronic sign in. \_\_\_\_\_

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