

## Statement of Deficiencies

### 1503.A.-C.: General Liability Insurance Policy

Not Met

1503.A.-C.: A. A center shall maintain in force at all times current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury.

B. A center is responsible for payment of medical expenses of a child injured while in the center's care.

C. Documentation of commercial liability insurance shall consist of the insurance policy or current binder that includes the name of the early learning center, physical address of the center, name of the insurance company, policy number, period of coverage and explanation of the coverage.

#### Finding:

1503.A.-C. Based on record review/inteviews at 7:45am:

S2 failed to have required documentation of current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury. S2 provided Specialist with quote documentation for new policy.

Corrective Action Plan: S2 stated he would contact the Insurance Agency upon opening at 9:00am to receive new policy information.

### 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 7:30am:

S3 failed to maintain documentation of a daily attendance record for Staff to include the time of arrival and departure. Specialist observed S3, Director, last signed in and out 2/10/2020, S2 stated S3 has been present at the center daily, but forgot to sign in and out. S2 last signed in and out of center on 2/18/2020. S2 stated he forgot to sign in and out of center.

Corrective Action Plan: S2 stated He would immediately begin signing in and out of center at arrival and departure and also immediately inform S3 to sign in and out of center when present.

### 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: Based on observations at 7:15am: S3 did not have at a minimum of 2 child care staff present at an early learning center when more than one child is present as one staff, S1, was supervising 8 children age 5-10 years of age.

Corrective Action Plan: S2 stated he would immediately make sure Child Staff Ratios are met at all times by ensuring Staff are properly scheduled to be

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at center.

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