

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 9:45 am, the center's staff and owner's daily attendance record failed to accurately reflect persons on the child care premises at any given time. Per S4's verbal statement, S3 was signing in and out on the visitor's log because it was believed that he was a visitor. Specialist reviewed the visitor's daily attendance log dated from 4/17/2019-2/19/2020 and noted he failed to sign out on 9/2/2019, 9/24/2019, and 2/19/2020.

Corrective Action Plan: S4 stated effective 2/26/2020, all staff will sign in and out daily. S3 will sign in on the regular attendance log.

1807.C.: CCCBC-Based Determinations of Eligibility for Visitors and Contractors

Not Met

1807.C.: C. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each visitor or independent contractor of any kind, and shall have documentation of said determination available at all times for inspection upon request by the licensing division, unless the visitor or independent contractor, other than therapeutic professionals as defined in §103, will be accompanied at all times while at the center when children are present, by an adult staff member who is not being counted in child-to-staff ratios. The center shall have documentation of said determination of eligibility, or documentation of the accompanying staff member, available at all times for inspection upon request by the Licensing Division.

Finding:

1807.C. Based on record review/interview at 12:02 pm, S4 failed to have documentation of a CCCBC-based determination of eligibility or being accompanied by a staff not counted in child to staff ratio for O1 prior to her being allowed to work on the center premises. According to the Visitor Daily Log reviewed from 4/17/2019-2/19/2020, O1 was in the center on 12/6/2019.

Corrective Action Plan: S4 stated effective 2/26/2020, that eligibility checks will be conducted for all Picard Observers and any other individuals who come to the center to work with children and are not on the center's CCCBC roster.

1921.A.: Emergency Preparedness and Evacuation Planning

Not Met

1921.A.: Emergency and Evacuation Plan. The director shall consult with appropriate state and local authorities and shall establish and follow a written multi-hazard emergency and evacuation plan to protect children in the event of emergencies that at a minimum shall:

1. address any potential disaster related to the area in which the center is located;
2. include procedures for sheltering in place, lockdown and evacuation to a pre-determined site for potential threats to the safety, health and well-being of children in care;
3. include specific procedures for handling infants through two year olds, including food and formula;
4. include specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs;
5. include a system to account for all children;
6. include a system, and a back-up system, for contacting parents and authorized third party release caretakers;
7. include a system to reunite children and parents following an emergency;
8. include procedures for providing information about the emergency plan to parents at the time of enrollment and when changes occur;
9. be reviewed annually for accuracy and updated as changes occur; and
10. be reviewed with all staff at least once per year.
11. practice drills shall be conducted at least twice per year to include all children and shall be documented.

Finding:

1921.A. Based on record review at 1:57 pm, S4 failed to have documentation of a written multi-hazard emergency and evacuation plan to protect the children in the event of emergencies. The center's plan reviewed failed to address the following information: any potential disaster related to the area in which the center is located, procedures for sheltering in place, procedures for lockdown and procedures for evacuation to a pre-determined site for potential threats to the safety, health and well-being of children in care, specific procedures for handling infants through two year olds, including food and formula, a system to account for all children, a system, and a back-up system, for contacting parents and authorized third party release caretakers, a system to reunite children and parents following an emergency, and procedures for providing information about the emergency plan to parents at the time of enrollment and when changes occur.

Corrective Action Plan: S4 stated that effective 2/26/2020, the center's emergency preparedness and evacuation plan will be updated to include all the procedures that are being used at the center to keep the children safe, in the event of an emergency. The plan will be reviewed with staff at least once per year and practice drills will be conducted and documented at least twice during the year.