

Statement of Deficiencies

1507.A.: Daily Attendance Records - Children

Not Met

1507.A.: A daily attendance record for children shall be maintained that shall:

1. include the child's first and last name, arrival and departure times, and first and last name of person or entity to whom the child is released;
2. accurately reflect children on the center premises at any given time; and
3. be used to sign in and out if a child leaves and returns to the center during the day.

Finding:

1507.A. Based on record review on 03/05/19, Children who left and returned to the center during the day were not signed in/out as required. Based on review of the daily attendance record dated 01/30/19 all 13 of the children in S2 and S3's class failed to be signed in and out for a field trip taken to the library. Based on the review of field trip record the children left the center at 9:40 am and S3 stated that they arrived back at the center at 11:15 am. The daily attendance record should reflect the children on the premise at any given time.

Based on review of the daily attendance record dated 01/30/19, C1 was signed out at 2:30 pm but based on S3's testimony, C1 had been picked up at 11:01 am (while on a field trip) by O1. S3 provided a sheet of paper that she had O1 sign when she picked up C1.

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 on 03/05/19, the center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by S2 and S3 were not on the premise from 9:40 am to 11:15 am on 01/30/19, as they were on a field trip. Based on review of the staff daily attendance record for S2 and S3, S2 was signed in at 8:00 am and signed out at 4:00 pm and S3 was signed in at 8:05 am and signed out at 4:02 pm.

2105.A.: Parental Authorization - Field Trip

Not Met

2105.A.: The center shall obtain and maintain a signed parental authorization for each field trip.

Finding:

2105.A. Based on record review on 03/05/19, The signed parental authorization for each Field Trip taken was did not accurately reflect the location of the field trip taken by S2 and S3's class on 01/30/19. Based S1, S2, and S3's testimony the field trip was planned for the Hollywood Library, but that the location was changed to the Atkins library. The field trip slip was not corrected to show that the children would be going to the Atkins Library.

In 2 (C1 and C2) of 13 children's files reviewed, S2 and S3 did not maintain a signed parental authorization for each field trip taken. Based on a field trip record dated 01/30/19, C1 and C2 were of the 13 children who were transported to Atkins Library for a field trip leaving at 9:40 am and returning at 11:15 am (per S3). Base on review of parental authorization for C1, O1 was not the party who signed C1 to participate in the field trip. The form was signed by O2, the great aunt who was listed as a third party release, not the parent/ guardian. Base on review of parental authorization for C2, O3 was not the party who signed C2 to participate in the field trip. The form was signed by O4, the grandmother who was listed as a third party release, not the parent/ guardian.