

## Statement of Deficiencies

### 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: Provider did not have documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center for O1. O1 has a Right to Review on file in the center that expired on 09/19/2017. According to the center's sign in log O1 was present in the facility on the following dates: 10/24/17, 2/28/17 and 3/7/18.

### 1725-A.-E.: Medication Management Training

Not Met

- 1725-A.-E.: A. All staff members who administer medication shall have medication administration training.
- B. Whether administering medication or not, each early learning center shall have at least two staff members trained in medication administration.
  - C. Such training shall be completed every two years with an approved Child Care Health Consultant.
  - D. A licensed practical nurse (LPN) or registered nurse (RN) with a valid nursing license shall be considered to have medication administration training.

#### Finding:

1725-A.-E. Based on record review: The provider did not have at least two staff members trained in medication administration whether the early learning center administers medication or not.