

## Statement of Deficiencies

### 7305-H: Children's Daily Attendance

**Not Met**

7305-H: A daily attendance record for children, completed by the parent or center staff, including the time of arrival and departure of each child and the name of the person to whom the child was released, shall be maintained. This record shall accurately reflect the children on the child care premises at any given time. If the record is completed by center staff, that individual shall write the first and last name of the person to whom the child was released and sign his/her own name. Children who leave and return to the center during the day shall be signed in/out. A computerized sign in/out procedure is acceptable if the record accurately reflects the time of arrival and departure as well as the name of the person to whom the child was released.

**Finding:**

7305-H Based on record review the daily attendance log for children did not include the following:

**FINDINGS INCLUDE:**

- Departure time for some children leaving the center. On February 4, 2013 (1) of (18); February 8, 2013 (1) of (21); March 5, 2012 (1) of (22) children; March 8, 2013 (3) of (22) children; March 12, 2013 (2) of (22) children who did not have departure times.
- First and last name for person picking up the child. On February 4, 2013 (5) of (18); February 5, 2013 (1) of (22); February 8, 2013 (2) of (21); March 12, 2013 (4) out of (22) children; March 7, 2013 (1) out of (20) children;

### 7305-I: Staff Attendance

**Not Met**

7305-I: A daily attendance record for staff, including the director/owner, to include the time of arrival and departure shall be maintained. Staff shall document in/out when not on the child care premises. This record shall accurately reflect persons on the child care premises at any given time.

**Finding:**

7305-I Based on record review/observations:

The center's staff daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by the following:  
**FINDINGS INCLUDE:**

Specialists arrived at the center and observed (S4) was not present in the center, however, according to staff's daily attendance log (S4) was signed in at 8:30 am and did not sign out reflecting she left the premises. (S4) returned at 11:55 am and failed to sign in. Then, at 2:22 pm (S4) left the premises and failed to sign out.

### 7306-B: Daily Schedule

**Not Met**

7306-B: A schedule of the day's plan of activities, allowing for flexibility and change, shall be posted. The program of activities shall be age-appropriate and shall be adhered to with reasonable closeness, but shall accommodate and have due regard for individual needs and differences among the children. The program shall provide time and materials for both vigorous and quiet activities for children to share or to be alone, indoor and outdoor play, and rest. Regular time shall be allowed for routines such as washing, lunch, rest, snacks and putting away toys. Active and quiet periods shall be alternated so as to guard against over-stimulation of the child.

**Finding:**

7306-B Based on observations/interviews: 2 of the 3 rooms did not have posted daily schedules. Director stated that she took them down to redo the schedule when they recently painted the rooms.

### 7307-A.1: Mastercard

**Not Met**

7307-A.1: A record shall be maintained on each child to include child's information form (mastercard) listing the child's name, birth date, sex, date of admission, name and phone number of child's physician and dentist, dietary restrictions, and allergies; signed and dated by the parent.

**Finding:**

7307-A.1 Based on record review: The provider failed to have dentist name and number for (2) of (5) children files (C1 and C5) and (2) of (5) children's files failed to have a dentist phone number for (C5) and (C3).

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### 7311-A.2: Reference Checks

**Not Met**

7311-A.2: A record for each paid and non-paid staff person, including substitutes and foster grandparents shall be on file at the center. Personnel record shall include documentation of three current, positive reference checks or telephone notes signed and dated. These references shall be obtained from persons not related to the employee.

**Finding:**

7311-A.2 Based on record review the provider failed to have reference checks for (1) of (7) staff (S7-DOH: 3/11/13).

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### 7311-A.4: Health Statement

**Not Met**

7311-A.4: A record for each paid and non-paid staff person, including substitutes and foster grandparents shall be on file at the center. Personnel record shall include a written statement of good health signed by a physician or designee. Health statement dated within three months prior to offer of employment or within one month after date of employment is acceptable. A health statement is required every three years. Originals shall be presented upon request.

**Finding:**

7311-A.4 Based on record review the provider failed to have a health statement on file for (S4-DOH:10/1/2000).

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### 7319-J: Daily Report for Infants

**Not Met**

7319-J: Daily written reports to include liquid intake, food intake, child's disposition, bowel movements, eating and sleeping patterns shall be given to parents of infants.

**Finding:**

7319-J Based on record review/interviews: Specialist observed upon arrival at 11:45 pm (2) of (2) daily infant reports were not completed. At approximately 2:00 the (2) children's infant daily report was brought to us reflecting that at 3:00 pm one child received juice. Both reports were signed by (S5) who was not at work on this day.

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### 7319-N.1: Labeled Bottles/Caps

**Not Met**

7319-N.1: Bottled formula/breast milk shall have labeled bottles and labeled caps/covers with the child's name or initials and refrigerated upon arrival.

**Finding:**

7319-N.1 Based on observations: Specialist observed that 2 out of 3 bottles were not labeled and 3 out of 3 caps were not labeled with child's name or initials.

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### 7325-R: Spacing of Cribs, Cots and Mats

**Not Met**

7325-R: Cribs, cots, or mats shall be spaced at least 18 inches apart.

**Finding:**

7325-R Based on observations: The Provider did not space cots at least 18 inches apart.  
FINDINGS INCLUDE:  
-Cots were set up 2-5 inches apart in the 1-2 year old class as well as the 2-4 year old class.

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### 7327-H: Strings and Cords

**Not Met**

7327-H: Strings and cords (such as those found on window coverings) shall not be within the reach of children.

**Finding:**

7327-H Based on observations: In right hand side of infant room there are cords for radio and refrigerator running from the wall to the equipment within reach of the children.

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### 7327-L: Clean of Hazards

Not Met

7327-L: The center and yard shall be clean and free from hazards.

#### Finding:

7327-L Based on observations: The center and yard were not free from hazards.

#### FINDINGS INCLUDED:

-in the 1-2 year old classroom there is chipped yellow paint on the floor and within reach of the children. Also the exterior of the building, which is within the play yard, has white chipped paint. Some pieces were 2-3 inches in length hanging down which could be harmful if ingested.

### 7327.O: Visual Check - Center

Not Met

7327.O: The entire center shall be checked after the last child departs to ensure that no child is left unattended at the center. Documentation shall include date, time, and signature of staff conducting the visual check.

#### Finding:

7327.O Based on record review: Specialist review of center's visual check reflects the provider failed to conduct a visual check on March 12, 2013 to ensure that no child was left unattended at the center.

### 7328.D: Evacuation Pack

Not Met

7328.D: If evacuation of the center is necessary, provider shall have an evacuation pack and all staff shall know the location of the pack. The contents shall be replenished as needed. At a minimum, the pack shall contain the following:

list of area emergency phone numbers;  
list of emergency contact information and emergency medical authorization for all children enrolled;  
written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parent(s);  
first aid kit;  
hand sanitizer;  
wet wipes;  
tissue;  
diapers if children enrolled who are not yet potty trained;  
plastic bags;  
battery powered flashlight;  
battery powered radio;  
batteries;  
food for all ages of children enrolled, including infant food and formula;  
disposable cups; and  
bottled water.

#### Finding:

7328.D Based on observations the provider failed to have the following in the evacuation pack:

-battery powered radio  
-formula for the infants enrolled  
-diapers for the infants enrolled  
-first aid kit

Also, within the emergency evacuation kit was an expired pork n beans can, expired canned wieners, and molded or broken baby food jars. The provider did however have cheese and peanut butter crackers for the children to snack on.

## **Statement of Deficiencies**

### **7328.H.1: Tornado Drills**

**Not Met**

7328.H.1: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June. Drills shall be conducted at various times of the day to include all children (children attending on certain days only and/or at certain times only) and shall be documented. Documentation shall include:

date and time of drill;

number of children present;

problems noted during drill and corrections noted; and

signatures (not initials) of staff present.

NOTE: For additional information contact the Office of Emergency Preparedness (Civil Defense) in your area.

### **Finding:**

7328.H.1 Based on record review/interview: S4 stated that they have no conducted any tornado drills for March - June 2012.

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