

## Statement of Deficiencies

### 1501-A: Operations

Not Met

1501-A: A center shall operate within the licensed capacity, age range, hours of operation and other specific services designated on its license.

#### Finding:

1501-A Based on interview(s) on 3/18/2018, S1 made changes that had an effect on the license as the provider is licensed to care for children ages 16 months to 12 year old and children ages 4 months were being cared for on the childcare premises. Per interview(s) C2 and C3 were being supervised by center staff during the hours of operation. Per interview(s) C2 and C3 are children that are not documented on the center's children daily attendance log. C2 and C3 were not present during the center visit.

### 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 interview(s) on 3/14/18, S1 lacked documentation of a daily attendance record for children that included the time of arrival and departure of each child and the first and last name of the person to whom the child was released as LS was informed per interview(s) that C2 and C3 daily attendance information was omitted from the center's document. C2 and C3 were stated to have been present on the center premises within the last week. LS did not observe either child's information on daily attendance logs from 3/5/18 - 3/9/18.

### 1515.A.1: Child Records and Cumulative Files

Not Met

1515.A.1: A cumulative file shall be maintained on each child that shall include the following records:

1. An information form signed and dated by the parent and updated as changes occur, that contains:
  - a. name of child, date of birth, sex, date of admission;
  - b. name of parents and the home address of both child and parents;
  - c. phone numbers where parents may be reached while child is in care;
  - d. name and phone number of person to contact in an emergency if parents cannot be located promptly;
  - e. name and telephone number of child's physician, if applicable;
  - f. name and telephone number of the child's dentist, if applicable;
  - g. any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable;

#### Finding:

1515.A.1 Based on interview(s) on 3/14/18, S1 stated that C2 and C3 children's records were not available for review as this information has yet to be documented for both children. Due to S1 failing to maintain C2 and C3's file, LS was unable to review this information during the center visit.

## Statement of Deficiencies

### 1711-A-B-F-G: Child to Staff Ratio

Not Met

1711-A-B-F-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.
- F. Minimum Child to Staff Ratios for Type I centers:

Ages of Children	Ratio			
Infants under 1 year	6:1			
1 year		8:1	2 years	12:1
3 years	14:1			
4 years	16:1			
5 years	20:1			
6 years and up		25:1		

- 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-F-G Based on interview(s) on 3/14/18, S1 failed to meet the required child to staff ratio for children of the following ages: 2, 3, and 4 with 1 staff as it was stated that on several occasions child to staff ratio was not meet. Per interview(s) on an unspecified date, 22 children were supervised by one staff member for approximately 15 to 30 minutes. The required ratio for children of this age is children 14 per 1 staff person.