

## Statement of Deficiencies

### 5305-I: Staff Attendance

**Not Met**

5305.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 (OLD TAG 5305.I.) The center's staff daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by UPON ARRIVAL OF SPECIALIST AT 8:30AM, 8 STAFF WERE PRESENT IN CENTER WITH 2 STAFF SIGNED IN. ADDITIONAL STAFF SIGNED THE STAFF ATTENDANCE LOG WHILE SPECIALIST WAS PRESENT IN THE CENTER.

### 5311-A.2: Reference Checks

**Not Met**

5311.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 (OLD TAG 5311.A.2.) Documentation of three current, positive non related reference checks or telephone notes signed and dated was not available for staff: DOH:3/15/10

### 5311-A.4: Health Statement

**Not Met**

5311.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 (OLD TAG 5311.A.4. ) Health records to include documentation of good health, signed by a physician or designee were not available for staff: DOH: 1/25/10

## Statement of Deficiencies

### 5315-A: Child-to-Staff Ratio

**Not Met**

5315.A. Child/staff ratios are established to ensure the safety of all children. Only those staff members directly involved in child care and supervision shall be considered in assessing child/staff ratio. Child/staff ratios shall be met at all times as the number of children supervised by one staff person shall not exceed the ratios as indicated below; however, there shall always be a minimum of two child care staff present during hours of operation when children are present:

Ages of Children	Child/Staff Ratio
Infants under 12 months	5:1
One year old	7:1
Two year old	11:1
Three year old	13:1
Four year old	15:1
Five year old	19:1
Six year old and up	23:1

An average of the child/staff ratio may be applied to mixed groups of children ages two, three, four, and five. Ratios for children under two or over five years old are excluded from averaging. When a mixed group includes children less than two years of age, the age of the youngest child determines the ratio for the group to which the youngest child is assigned. When a mixed group includes children both older and younger than six years old and older, the ages of the children less than six determine the ratio for the group. During naptime, required staffing shall be present in the center to satisfy child/staff ratios.

#### Finding:

7315.A (OLD TAG 5315.A. Provider did not have at a minimum of 2 child care staff present during hours of operation when children were present as 10 CHILDREN (1 @ AGE 0, 4 @ AGE 1, 2 @ AGE 2, 2 @ AGE 3 AND 1 @ AGE 4) ARRIVED IN CENTER BETWEEN 7-7:30AM ON 3/17/10. BASED UPON THE STAFF SIGN IN LOG, 2 STAFF SIGNED IN AT 7:30AM. THERE WAS NO DOCUMENTATION AS TO WHICH STAFF SIGNED IN AT 7:00AM WHEN CHILDREN BEGAN ARRIVING, THEREFORE IT CANNOT BE DETERMINED IF 2 STAFF WERE PRESENT IN CENTER BETWEEN 7-7:30AM.