

Statement of Deficiencies

1503-A-C: General Liability Insurance Policy

Not Met

1503-A-C: A. A center shall maintain in force at all times current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury.

B. A center is responsible for payment of medical expenses of a child injured while in the center's care.

C. Documentation of commercial liability insurance shall consist of the insurance policy or current binder that includes the name of the early learning center, physical address of the center, name of the insurance company, policy number, period of coverage and explanation of the coverage.

Finding:

1503-A-C Based on record review on 3/19/18, S1 lacked required documentation of current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury as S1 provided LS an expired insurance policy as of 3/7/18.

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 3/19/18, the daily attendance log for children did not include the name of the child and the time of arrival as LS observed 26 children present during the walk through of the center but only 25 children were signed in. S1 did verify the child that was not signed in on the center's daily attendance log during the center visit.

1511-A.3: Receiving and Releasing Children procedure

Not Met

1511-A.3: An early learning center shall establish in writing and implement procedures for: Receiving and releasing a child from the center.

Finding:

1511-A.3 Based on record review on 3/19/18, S1 did not have a written and implemented procedure for receiving and releasing a child from the center as LS did not observe this information during the center visit. S1 did provide a written policy for receiving and releasing during the center visit.

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 record review on 3/19/18, 7 of 11 children's records reviewed lacked the required information on the Child's Information Form as the date of admissions information was omitted. LS did not observe this information in the children folders.

1515-A.2: Emergency Medical Treatment

Not Met

1515-A.2: Written authorization signed and dated by the parent to secure emergency medical treatment;

Finding:

1515-A.2 Based on record review on 3/19/18, 1 of 11 children's records lacked a signed and dated parental authorization to secure emergency medical treatment as LS observed C9's file did not include the required information.

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 on 3/19/18, S1 did not have documentation on file for Independent Contractors that included person's name, address, phone number, list of duties performed while at the center as O1's information was incomplete with only O1's name documented. O2's records failed to have the form.

S1 did not have documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center for independent contractor as LS observed O1's Right to Review expired on 1/25/17 and O1 was on the center premises numerous times from 8/25/17 to 3/9/18 per center visitor logs. O2's Right to Review expired 4/4/17 and O2 was on the center premises numerous times from 5/1/17 to 3/19/18. S1 was unable to provide LS with current Right to Review or satisfactory criminal background checks.

S1 did not have 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, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of the accompanying staff member for O1 and O2 as LS observed that both visitor's Right to Review documents were expired and the center's visitor log failed to have a staff signature stating that the visitors were accompanied for the numerous center visits during the past licensing year.

1909-D: Infants - Car Seats

Not Met

1909-D: Written authorization from a physician is required for a child to sleep in a car seat or other similar device and shall include the amount of time that the child is allowed to remain in said device.

Finding:

1909-D Based on record review on 3/19/18, written authorization from a physician was not available for 1 of 3 infants as required for infant to sleep in a car seat or other similar device as LS observed at 12:09 pm, C9 was asleep in a car seat located in a crib during the walk through of S3's classroom. S3 stated that C9 was just dropped off by his parent but LS observed C9 was sign in at 8:33 am, per center daily attendance log. Per record review, LS did not observe any authorization within C9's files that state that he was allowed to sleep in a car seat.