

## Statement of Deficiencies

### 1507-E: Daily Attendance Records - Visitors

Not Met

1507-E: A daily attendance record for all visitors to include the name, date of visit, arrival and departure times, and the purpose of the visit.

#### Finding:

1507-E Based on record review: The documentation on the daily attendance record for visitor's did not include the date for five entries, arrival time for two entries, departure time for 13 entries, and the purpose of the visit for six entries from 2/15/18 to 3/20/18. S2 stated the center opened on 2/15/18.

### 1509-A.8. a-b: Behavior Management Policy

Not Met

#### 1509-A.8. a-b: Behavior Management Policy

Each center shall develop and implement a written behavior management policy describing the methods of behavior guidance and management that shall be used at the center.

The behavior management policy shall prohibit children from being subject to any of the following:

- i. physical or corporal punishment which includes but is not limited to yelling, slapping, spanking, yanking, shaking, pinching, exposure to extreme temperatures or other measures producing physical pain, putting anything in the mouth of a child, requiring a child to exercise, or placing a child in an uncomfortable position.
- ii. verbal abuse, which includes but is not limited to using offensive or profane language, telling a child to "shut up", or making derogatory remarks about children or family members of children in the presence of children;
- iii. the threat of a prohibited action even if there is no intent to follow through with the threat;
- iv. being disciplined by another child;
- v. being bullied by another child;
- vi. being deprived of food or beverages;
- vii. being restrained by devices such as high chairs or feeding tables for disciplinary purposes; and
- viii. having active play time withheld for disciplinary purposes, except timeout may be used during active play time for an infraction incurred during the playtime.

#### Finding:

1509-A.8. a-b Based on record review: There was no written policy on behavior management policy that clearly states all types of positive discipline that are used at the center. Corrected

### 1509-A.8.c: Behavior Management Policy - Time Out

Not Met

#### 1509-A.8.c: Time Out

- i. Time out shall not be used for children under age 2.
- ii. A time out shall take place within sight of staff.
- iii. The length of each time out shall be based on the age of the child and shall not exceed 1 minute per year of age.
- iv. For children over age six, a time out may be extended beyond 1 minute per year of age, if a signed and dated statement, including a maximum time limit, from the parent granting such permission, is on file at the center.

#### Finding:

1509-A.8.c Based on record review: There was no written time out policy at the center. Corrected

### 1703.B: Visitors - CBC/Accompanied

Not Met

1703.B: An early learning center shall obtain documentation of a satisfactory fingerprint based CBC for each visitor or independent contractor of any kind, prior to the person being present at the center or performing services for the center UNLESS the visitor or independent contractor WILL BE accompanied at all times while on the center premises by an adult, paid, staff member who is not being counted in child to staff ratios, and the center shall have copies of said documentation on-site at all times and available for inspection upon request by the Licensing Division.

1. Documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied a visitor or independent contractor at all times while the visitor or contractor was on the center premises shall include the date, arrival and departure time of the visitor or contractor, language stating that the visit or 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:

1703.B Based on record review: A satisfactory fingerprint based CBC was not obtained for each visitor, prior to the person being present at the center from 2/15/18 to 3/20/18 per documentation on the visitor's log at the center. Also, there was no documentation of an paid, adult staff member not otherwise counted in child to staff ratios who accompanied a visitor at all times while they were on the center premises. Documentation did not include the date, arrival time, departure time, language stating that they were accompanied by the staff member at all times while on the premises, signature of

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the contractor and signature of the staff member.

### 1719-A.-B.: Orientation Training

**Not Met**

1719-A.-B.: Within seven calendar days of date of hire, and prior to assuming sole responsibility for any children, each staff member shall receive orientation to the policies and practices of the center that at a minimum shall include:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices,

Within 30 calendar days of date of hire, each staff member shall receive orientation to the additional policies and practices of the center that at a minimum shall include:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention;

#### Finding:

1719-A.-B. Based on record review: There was no documentation that 4 staff, S2 (DOH 2/5/18), S3 (DOH 3/5/18), S4 (DOH 3/5/18) and S5 (2/15/18) received orientation training within seven calendar days of hire on policies and practices of the center as the orientation forms in the staff files did not indicate completion of the topics. Also the orientation forms on S2 and S5 did not indicate that within 30 calendar day of hire, S2 and S5 received orientation on additional policies and practices of the center.