

## Statement of Deficiencies

### 1507-B: Daily Attendance Records - Staff and Owners

Not Met

1507-B: A daily attendance record for all staff members and owners shall be maintained that shall:

1. include the first and last name of the staff member or owner and arrival and departure times;
2. accurately reflect the staff members and owners on the center premises at any given time; and
3. be used to document staff members and owners who leave and return to the center during the day

#### Finding:

1507-B Based on record review/interview(s)/observations:

The center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by:  
-Upon arrival, Specialist observed 4 staff present and 2 staff were signed in, S1 and S2. One staff, S3, was signed out for the day at 3:00pm and was present. S4 was present but not signed in on the staff attendance log. S5 arrived at 12:50pm and failed to sign in on the staff attendance log. S1 stated that S5 comes from her other facility daily to cook lunch but doesn't sign in on the staff attendance log.

### 1901-C: End-of-Day Check

Not Met

1901-C: The entire center and play yard shall be checked after the last child departs to ensure that no child is left at the center and this check shall be documented. Documentation shall include date, time of visual check, and signature of the staff conducting the visual check.

#### Finding:

1901-C Based on record review: The Provider did not document that the entire center and play yard is checked after the last child departs to ensure that no child is left unattended at the center.

-The last documented visual check was 2/21/2017.