

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: S3 was unable to provide documentation of a daily attendance records for Staff and Owners, to include the time of arrival and departure. S3 advised that staff and owners records are maintained at the other center (Kids View #16217). S1, S2, S3 and S5 advised they have been employed consistently since their dates of hire. On 3/27/17, S3 was only able to provide attendance records for staff and owners for 3/27/17. S3 obtained attendance records from other center and on 3/28/17 provided some attendance records for S1, S2, and S3. S3 provided attendance records for S3 for 2/27/17-3/28/17; S3 provided attendance records for S1 for 2/27/17-3/17/17; S3 provided attendance records for S2 for 2/13/17-3/17/17.

1711-A-B-D-G: Child to Staff Ratio

Not Met

1711-A-B-D-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.

D. Minimum Child to Staff Ratios for Type II and Type III centers:

Ages of Children	Ratio
Infants under 1 year	5:1
1 year	7:1
2 years	11:1
3 years	13:1
4 years	15:1
5 years	19:1
6 years and up	23:1

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-D-G Based on interview(s): S3 failed to meet the required child to staff ratio for children of the following ages: 7 children age 4 months to 12 months with one staff (S2). The required ratio for children of this age is 5 children per 1 staff person. According to interviews with S1, S2, and S3 there were over 5 infants on the day the coach (Elizabeth) was present (exact date unknown) with one staff (S2). The visitor's sign in sheet shows the coach was present on 3/16/17. According to S2, at lunch time she moved the infants to the preschool room for S1 to watch. S2 thought she had 8 infants, but the attendance records show 7 infants. According to attendance records, on 3/16/17, there were 9 preschoolers (7 age 3 years old and 2 age 2 years old) present at the center. This made a total of 16 children ranging in age from 4 months to 3 years old present with one staff, S1. The required ratio for children of this age is 5 children per 1 staff person. According to S1, the 16 children were present together for about 30-45 minutes. According to staff this was an unusual situation. S3 advised that he went to run an errand and the errand took too long.

1715-A.1.3.: Staff Records and Personnel Files

Not Met

1715-A.1.3.: Personnel files for each staff member shall be maintained at the center and shall include the following:

An application or staff information form containing the following information: name, date of birth, home address and phone number, training, work experience, educational background and hire date;

Upon termination or resignation of employment, the last date of employment and reason for leaving;

Finding:

1715-A.1.3. Based on record review: S3 did not have an application/staff information form to include name, date of birth, home address and phone number, training, work experience, educational background, hire date, upon termination or resignation of employment, the last date of employment, reason for leaving, for staff: S3 did not have a personnel file for himself for review. S3 advised that his personnel file was maintained at his other Center. S3 made arrangements for the file to be delivered to Auntie B Learning Academy. This was corrected during licensing visit.

Statement of Deficiencies

1715-A.2: Photo Identification

Not Met

1715-A.2: Personnel files for each staff member shall be maintained at the center and shall include the following: copy of a state or federal government issued photo identification;

Finding:

1715-A.2 Based on record review: The center did not have a copy of State or federal government issued photo Identification available for review for five of five staff. S3 did not have photo identification for S1, S2, S3, S4, and S5 available for review.

1715-A.4: Criminal Background Check

Not Met

1715-A.4: Personnel files for each staff member shall be maintained at the center and shall include the following: documentation of a fingerprint based satisfactory criminal background check

Finding:

1715-A.4 Based on record review: Documentation of a satisfactory fingerprint based criminal background check (CBC) was not available for one of five staff (S2), prior to the individual(s) being present in the childcare facility (1703.A) S2's date of hire is 10/2/06 and there was no CBC on file for review. S2 was present during the licensing visit. S2 advised that she has been employed consistently at the Center since her date of hire of 10/2/06. Attendance records show S2 present in the center from 2/13/17-3/17/17.

1715-A.5: State Central Registry

Not Met

1715-A.5: Personnel files for each staff member shall be maintained at the center and shall include the following: documentation of a current, completed state central registry disclosure form indicating no justified (valid) finding of abuse or neglect by the DCFS, or a current determination from the DCFS indicating that the individual does not pose a risk to children.

Finding:

1715-A.5 Based on record review:

Documentation of a completed state central registry disclosure form (SCR 1) prior to an individual being present in or providing services to the center on site was not available for review at the center(1705.A). One of five staff, S3, failed to have documentation of the completed form. S3 was present during the licensing visit. Attendance records show S3 present in the center from 2/27/17-3/28/17. This was corrected during the licensing visit. S3 failed to have documentation of a completed state central registry disclosure form (SCR 1) on site and available for review at the center prior to a previously completed form expiring (1705.B). One of five staff, S5, failed to have documentation of the completed form. S5's last SCR form is dated 5/4/15. S5 was present during the licensing visit. This was corrected during the licensing visit.

1901-G.&H.: Equipment

Not Met

1901-G.&H.: All equipment used by children shall be maintained in a clean and safe condition and in good repair. Moveable equipment shall be secured and supported so that it shall not fall or tip over.

Finding:

1901 G & H: Equipment: Specialist observed one trike without handle bar grips and without pedals. The missing grips and pedals on the trike is not a safe condition and could cause injury to a child.