

## Statement of Deficiencies

### 1501.A.: Operations

Not Met

1501.A.: A center shall operate within the licensed capacity, age range, hours of operation and other specific services designated on its license.

#### Finding:

1501.A. Based on observations/record review: On 04/02/2019, the center did not operate in the approved capacity as there were 54 children present.  
- On 04/10/2019, the center did not operate in the approved capacity as there were 57 children present.  
The center is licensed for a total capacity of 50 children.

According to record review of the children's sign in log, the center had the indicated number of students present at the center on the following dates:

- On 04/01/2019, there were 55 children were signed in as present in the center. The center is licensed for a total capacity of 50 children.
- On 04/03/2019, there were 55 children were signed in as present in the center. The center is licensed for a total capacity of 50 children.
- On 04/04/2019, there were 54 children were signed in as present in the center. The center is licensed for a total capacity of 50 children.
- On 04/05/2019, there were 55 children were signed in as present in the center. The center is licensed for a total capacity of 50 children.
- On 04/08/2019, there were 57 children were signed in as present in the center. The center is licensed for a total capacity of 50 children.
- On 04/09/2019, there were 56 children were signed in as present in the center. The center is licensed for a total capacity of 50 children.

### 1507.C.: Daily Attendance Records - Independent Contactors

Not Met

1507.C.: Independent Contractors. A daily attendance record for all extracurricular personnel, therapeutic professionals and other independent contractors, to include the first and last name of the contractor, date of visit, arrival and departure times, name of staff member that accompanied contractor, if required, and purpose of the visit.

#### Finding:

1507.C. Based on record review:

The center's independent contractors daily attendance record did not accurately reflect the arrival and departure times and the name of staff member that accompanied if required.

### 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 center's visitor's daily attendance record did not accurately reflect the arrival and departure times of when a visitor was on the child care premises.

### 1707.C.: Administrative Duties

Not Met

1707.C.: More than 42 Children in Care. When the number of children present at an early learning center exceeds 42, the duties of the director or director designee shall consist only of performing administrative duties or there shall be an individual present whose job duties consist solely of administrative duties and of ensuring that staff members working with children do not leave their classrooms to handle administrative duties.

#### Finding:

1707.C. Based on observations/record review: The Director's duties did not consist only of administrative functions when the number of children in care exceeded 42 as on 04/02/2019, there were 54 children at the center and director was performing duties as a teacher in the classroom. S1 stated they are in the process of hiring other staff.

## Statement of Deficiencies

### 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. Based on observation: The Provider failed to meet the required child to staff ratio for children at all times.

- On 04/02/2019, upon Specialist arrival while conducting the census of the center, Specialist counted 15 children with S4 and S5. S1 indicated all children were one year of age. Specialist informed S1 that the one year old class was out of ratio. S1 took the oldest one year old child and placed them in S1 and S2's classroom. The required ratio for children of one year of age is seven children per one staff person. One other staff was needed in the one year old classroom to satisfy ratio. Ratio was satisfied after S1 placed the oldest one year old child in the two year old classroom.

- On 04/10/2019 upon Specialist arrival,

- 16 one year old children were present on S4 and S11's classroom. The ratio for one year old children is seven children per one staff. A third staff was needed in the one year old classroom to satisfy ratio.

- 13 two and three year old children were present in S1's classroom. The combined ratio for two and three year old children is 12 children per one staff. A second staff was needed in S1's classroom to satisfy ratio.

On 04/10/2019, S10 and S12 were called to the center to satisfy ratio. S10 removed two one year old children from S4 and S11's classroom and placed the two children in S1's classroom. S12 went into S1's classroom to satisfy ratio for S1's classroom. S1 and S12's classroom now consisted of 15 one, two and three year old children. S1 counted toward ratio for the first seven children, including the 2 one year old children, and S12 counted for the remaining eight children.

### 1915.A.: Health Services - Observation

Not Met

1915.A.: Observation. Upon arrival at the center, the physical condition of each child shall be observed for possible signs of illness, infections, bruises or injuries, and when something is observed, it shall be documented and such documentation shall include an explanation from the parent or child.

#### Finding:

1915.A. Based on record review: The provider did document observations, when something is observed, noted on children upon arrival to the center. Results including an explanation from parent and/or child were not documented.

## ***Statement of Deficiencies***

### **1921.A.: Emergency Preparedness and Evacuation Planning**

**Not Met**

1921.A.: Emergency and Evacuation Plan. The director shall consult with appropriate state and local authorities and shall establish and follow a written multi-hazard emergency and evacuation plan to protect children in the event of emergencies that at a minimum shall:

1. address any potential disaster related to the area in which the center is located;
2. include procedures for sheltering in place, lockdown and evacuation to a pre-determined site for potential threats to the safety, health and well-being of children in care;
3. include specific procedures for handling infants through two year olds, including food and formula;
4. include specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs;
5. include a system to account for all children;
6. include a system, and a back-up system, for contacting parents and authorized third party release caretakers;
7. include a system to reunite children and parents following an emergency;
8. include procedures for providing information about the emergency plan to parents at the time of enrollment and when changes occur;
9. be reviewed annually for accuracy and updated as changes occur; and
10. be reviewed with all staff at least once per year.
11. practice drills shall be conducted at least twice per year to include all children and shall be documented.

#### **Finding:**

1921.A. Based on record review: S1 failed to conduct and document practice drills at least twice per year.

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