

Statement of Deficiencies

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 4/4/2017 the center had 14 children present but only 13 signed in. The Specialist observed in S1 classroom the daily attendance log for C1 did not include: name of the child, the time of arrival of the child and the name of the person to whom the child was signed in by for 4/4/2017.

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 on 4/4/2017; the center failed to maintain documentation of a daily attendance record for the following staff members. S3 is a sub and was present at the center 4/4/17 but failed to sign the attendance log for today. On 3/29/2017, S4 failed to include the departure time within the daily attendance records. On 3/29/2017 and 4/3/2017, S5 failed to include the departure time within the daily attendance records. On 3/30/2017, S6 failed to include the departure time within the daily attendance records.

1707-A.1&2: Required Staffing - Director/ Director Designee

Not Met

1707-A.1&2: Each center shall have a qualified director or qualified director designee.

1. The director or director designee shall be an on-site, full-time staff person at the center during the day time hours of operation (prior to 9:00 p.m.).
2. The director or director designee shall be responsible for planning, managing, and controlling the center's daily activities, as well as responding to parental concerns and ensuring that minimum licensing requirements are met.

Finding:

1707-A.1&2: Based on interview with staff in charge S1 on 4/4/17 the center's director is not an on-site full time employee of the licensed location and there was not an on-site full time qualified Director Designee since February 1, 2017 given responsibility for for planning, managing, and controlling the center's daily activities, as well as responding to parental concerns and ensuring that minimum licensing requirements are met. S6 was the prior designee for the center but was promoted the end of January and is currently housed at the main location.