

## Statement of Deficiencies

### 1509.A.12.a.-d.: Monitoring Policy for Provisionally Employed Staff

Not Met

1509.A.12.a.-d.: Monitoring policy for provisionally employed staff members:

- Each center shall develop and implement a written policy describing the monitoring procedures that shall be used at the center when staff members are employed on a provisional basis due to an incomplete CCCBC-based determination of eligibility for child care purposes;
- The monitoring policy shall include all requirements for the monitoring of provisionally employed staff members set forth in §1811.D;
- The center shall post a copy of the policy in the center in a place visible to all parents and staff;
- The center shall provide copies of the written policy to each parent/legal custodian of enrolled children, center staff member and provisionally employed staff member, and the center shall obtain signed documentation from each that a copy of the policy has been received.

#### Finding:

1509.A.12.a.-d. Based on record review/interview on 04/04/2019, S1 failed to develop and implement a written policy describing the monitoring procedures that shall be used at the center when staff members are employed on a provisional basis that shall include the requirements for the monitoring of provisional employed staff, post a copy of the policy in the center in a place visible to all parents and staff, and provide signed documentation that copies of the written policy was provided to each parent/legal custodian of enrolled children, center staff member and provisionally employed staff member as evidenced by S13 's CCCBC determination of eligibility indicate she was present at the center from 03/26/2019 to 03/29/2019 as a provisionally employed staff. S13 was present at the center on 03/26/2019 from 12:58PM to 5:00 PM, 03/27/2019 from 6:56 AM to 4:02, 03/28/2019 from 11:59 AM to 5:04 PM, and 03/29/2019 from 7:29 AM to 4:13 PM. Per S1's statement, she was not aware of the policy but would develop a policy if needed in the future. S13 has an eligible CCCBC determination as of 04/02/2019.

### 1713.G.: Restrooms - Supervision

Not Met

1713.G.: 1. Children who are developmentally able may be permitted to go to the restroom independently at an early learning center, provided that:

- A staff member is in proximity to the children to ensure immediate intervention to safeguard a child from harm while in the restroom; and
  - Individuals who are not staff members may not enter the center restroom area while in use by any child other than their own child.
2. A child age 4 and older may be permitted to go and return from the restroom without staff.

#### Finding:

1713.G. Based on observations/interview on 04/04/2019, S4 and S5 failed to supervise children while using the restroom to ensure immediate intervention to safeguard a child from harm while in the restroom and prevent individuals who are not staff members to enter the center restroom area while in use by any child other than their own child as evidenced by specialist observed C1 and C2 in the restroom together while C1 was exposed using the restroom. C2's pants were pulled down however he was not exposed as he had on a pull-up. C2 began approaching the toilet as C1 was standing in front of him pushing him back. Specialist informed S5 that the two children were in the bathroom alone as she was putting down nap mats. C1, age two, is a girl in S5's classroom. C2, age two, is a boy in S4's classroom. The restroom is shared by C4 and C5's classroom and has adjoining doors that were wide open on both sides. Per S1's statement, she would address the issue on today in a staff meeting as well as add a lock on both doors to prevent both classes from using the restroom at the same time and require teachers to stand in the doorway while children are in the restroom. S5 corrected immediately.

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

Not Met

1719.A.&B.: A. Within seven calendar days of the first day present at the center, 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:

- child abuse identification and reporting;
- emergency preparation;
- licensing regulations; and
- safe sleep practices.

B. 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:

- child development;
- child guidance;
- learning activities;
- health and safety;
- shaken baby prevention; and
- CPR and first aid, as applicable

#### Finding:

1719.A Based on observations on 04/04/2019, S1 failed to complete orientation training within seven calendar days of the first day present at the center for all employees to include child abuse identification and reporting, emergency preparation, licensing regulations, and safe sleep practices as evidenced by S13's orientation training verification form indicates that she was hired on 03/26/2019 and has yet to receive orientation in the aforementioned policies and practices. Per S1's statement, S13's first day present at the center was 03/26/2019 however she failed to complete the training by 04/01/2019. This was not corrected prior to specialist departure.

## Statement of Deficiencies

### 1811-D.2.&3.: Provisional Employment for Staff Members of Early Learning Centers

Not Met

1811-D.2.&3.: 2. A provisionally-employed staff member may be counted in child to staff ratios, but must be monitored at all times in accordance with the following.

- a. A monitor of a provisionally-employed staff member must be an adult staff member for whom the center has a CCCBC-based determination of eligibility for child care purposes, (or prior to October 1, 2018, a satisfactory CBC), who is designated by the center to monitor a specific provisionally-employed staff member.
  - b. The center must designate a monitor for each provisionally-employed staff member present at the center.
  - c. The monitor shall be physically present at the center at all times when the provisionally-employed staff member is present at the center.
  - d. Monitors must remain within close enough physical proximity of their designated provisionally-employed staff members to be able intervene at any time if intervention is needed.
  - e. A monitor shall perform at least one visual observation of each designated provisionally-employed staff member every 30 minutes.
  - f. The center may designate one monitor for up to a maximum of five provisionally-employed staff members at any given time.
  - g. At least one monitor must be physically present at all times in any room during naptimes if a provisionally-employed staff member is present.
3. The center shall have a log or other written documentation of the monitoring of provisionally-employed staff members that identifies each provisionally-employed staff member, the designated monitor for each, and the times of the visual observations.

#### Finding:

1811-D.2&3 Based on record review on 04/04/2019, S1 failed to have a log or other written documentation of the monitoring of provisionally-employed staff members that identifies each provisionally-employed staff member, the designated monitor for each, and the times of the visual observations as evidenced by S13's employee time card indicates that she worked on the center premises from 03/26/2019 to 03/29/2019 with a provisional CCCBC determination of eligibility. Per S1's statement, S13 was monitored by two employees with an eligible CCCBC determination at all times however the required information was not documented. S13 was present at the center on 03/26/2019 from 12:58PM to 5:00 PM, 03/27/2019 from 6:56 AM to 4:02, 03/28/2019 from 11:59 AM to 5:04 PM, and 03/29/2019 from 7:29 AM to 4:13 PM. S13 has an eligible CCCBC determination as of 04/02/2019.

### 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/interview on 04/04/2019, provider failed to document the time of the visual check and signature of the staff conducting the visual check of the entire center and play yard after the last child departs to ensure that no child is left at the center as evidenced by the center's visual check of facility log dated 02/29/2019 to 04/03/2019 indicate that visual checks failed to be on documented on 03/05/2019, 03/07/2019, 03/28/2019, and 03/29/2019. Per S1's statement, visual checks were performed but failed to be documented by staff.