

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 observations/record review/interview(s) on 4/9/19, a computer sign in/out procedure is used and the record did not accurately reflect the time of arrival of each child as 42 children were present today and 34 children were signed in on the ProCare system and as a secondary daily attendance measure; only 33 children were signed in on the classroom Hi Mommy system. Both systems failed to accurately reflect the number of children present during the walk through.

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) on 4/9/19, S1 did not maintain documentation of a daily attendance record for Staff and Owners, to include the time of arrival and departure as LS requested S1's daily attendance log for 3/19/19 and today. LS observed S1 was not signed in on the following days:

3/12/19 - 3/15/19
3/18/19 - 3/22/19
3/25/19 - 3/29/19
4/1/19 - 4/5/19.

S1 stated she was present but did not sign in either electronically or manually for LS to review.

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/observation on 4/9/19, S1 did not maintain documentation of a daily attendance record for visitor's to include first and last name, date of visit, arrival and departure times, and purpose of the visit as LS observed (3) men working on the entry stairway of one of the center buildings upon LS arrival to the center at 7:56 am. LS observed 3 out of the 3 worker were not signed in nor any documentation stating the purpose of their visit.

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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.B.1.&D.: On 3/19/19 and 4/9/19, there failed to be a minimum of two staff present in the center when more than one child was present on 3/19/19 and 4/9/19. On 3/19/19, according to S1's statement (S1 was not signed in) she was the one staff present in the center from 6:47am-7:00am. S1 stated she normally arrives at the center at 6:30am. S1 stated she supervised children until S2 and S3 arrived at 7:00am. S1 stated at that time she began working in the kitchen and S2 supervised the infants and S3 supervised the children ages one-school age in the center's fourth building. Per children daily attendance logs for 3/19/19, there were (2)1 yr olds, (1)2 yr old, and (1) three year old that arrived in the center from 6:47 am - 6:56 am. According to review of staff attendance records for 4/9/19, S2 was the one staff present from 6:30am-6:54am when S3 arrived at 6:54am. Two children (1-toddler, 1-two year old) arrived prior to 6:54am. S1 states she was present however S1 was not signed in on the attendance log.

Child/staff ratio failed to be met on 3/19/19. S3 was supervising 26 children in the center's fourth building ages one- infant (3-one year olds, 5-toddlers, 5-two year olds, 6-PreK-3, 5-PreK-4 and 2-school age) when S6 arrived at 8:00am. The child to staff ratio for this group is 7:1.

Child/staff ratio failed to be met on 3/19/19 at 8:33am when S9 arrived and was responsible for 15 children ages one-two(7-toddlers, 5-one year olds, and 6-2 year olds) until approximately 9:15am. The child to staff ratio for this group is 7:1.

S1 stated ratio was possibly not compliant on 3/19/19 due to S7 being late for work and she did not have adequate time to find a replacement.

Child/staff ratio was not met on 4/9/19. S4 was supervising 20 children ages one-four when S6 arrived at 7:30am. S6 was supervising 13 children (ages 1- 2yrs old) until S7 arrived between 7:45am-7:40am. Upon LS arrival to the center at 8:00 am, LS observed S8 (cook) in the kitchen area preparing breakfast. At approximately 8:22 am, LS observed S8 (cook) assisting S7 with supervising the 13 children during the walk through. S7 was alone with the 13 children until S8 went into the classroom after Specialist's arrival. The child to staff ratio for this group is 7:1. At 8:24 am, S9 arrived and S8 went back to the kitchen area. S1 stated S8 was in the classroom to assist S7 and at no time was S7 supervising 13 1-2 year olds.

1715.A.1.&3.: Staff Records and Personnel Files

Not Met

1715.A.1.&3.: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following:

1. an application or staff information form containing the following information:
 - a. name;
 - b. date of birth;
 - c. home address and phone number;
 - d. training,
 - e. work experience;
 - f. educational background;
 - g. hire date; and
 - h. first day onsite working with children;
3. Upon termination or resignation of employment, the last date of employment and reason for leaving;

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Finding:

1715.A.1.g.h.: Based on record review on 4/9/19, S1 did not have the hire date and first day on-site working with children, for staff members S4, S5, and S8 as LS observed this information was not documented for LS to review. S1 reviewed the payroll in order to retrieve accurate dates for date of hire and the staff members first day on the premises and corrected this information before LS departure.

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:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. 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:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention; and
6. CPR and first aid, as applicable.

Finding:

1719.A.&B.: Based on record review/interview(s)/observation on 4/9/19, S1 lacked documentation that 2 of 14 staff, S4 and S5, received orientation within seven days of the first day present at the center and prior to having sole responsibility for any children as LS requested S4 and S5's orientation documentation. S1 stated she did not have this information readily available for LS to review. LS observed S4 supervising 9 children (ages 3 yrs old) during the center walk through, therefore, S4 failed to have orientation before assuming sole responsibility of any children. S4's date of hire was 3/14/19.

LS observed S5 was hired on 3/22/19 and S1 failed to have orientation documentation for LS to review. S1 did correct this documentation prior to LS departure.

1723.D.: Certification - More Than One Building

Not Met

1723.D.: When a center has more than one building, each building shall have at least one staff member present at all times certified in the CPR and First Aid appropriate for the age of the children present in the building.

Finding:

1723.D. Based on interview(s)/observations on 4/9/19, the center has 5 buildings and not at least one staff member present at all times certified in the CPR and First Aid appropriate for the age of the children present in the building as LS observed S4 supervising 9 children (ages 3 yrs old) during the center walk through. LS requested S4's CPR and First Aid certification. S1 stated S4 did not have a current CPR/First Aid certification for LS to review.

1807.C.: CCCBC-Based Determinations of Eligibility for Visitors and Contractors

Not Met

1807.C.: C. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each visitor or independent contractor of any kind, and shall have documentation of said determination available at all times for inspection upon request by the licensing division, unless the visitor or independent contractor, other than therapeutic professionals as defined in §103, will be accompanied at all times while at the center when children are present, by an adult staff member who is not being counted in child-to-staff ratios. The center shall have documentation of said determination of eligibility, or documentation of the accompanying staff member, available at all times for inspection upon request by the Licensing Division.

Finding:

1807.C. Based on observations/interview(s) on 4/9/19, a CCCBC-based determination of eligibility for child care purposes from the department was not obtained for each visitor, O1, O2, and O3(Paradise Builders), prior to the person(s) being present at the center or performing services as LS observed O1, O2, and O3 working on the stairs of one of building entryway when LS arrived at 7:56 am. S1 stated that she did not have a CCCBC for either visitor nor did S1 have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied O1, O2, and O3 at all times while on the center premises. Documentation did not include the date, arrival time, language stating that were accompanied by the staff member at all times while on the premises, signature of the contractor, signature of the staff member as LS observed this information was not completed for LS to review.