

## 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: The daily attendance log did not accurately reflect all children present in the center. According to the children's attendance log for 4/16/19, 38 children were signed into the center. The Specialist performed a walk through of the center at 11:30 am, and 46 children were present. According to S5, some children were not signed in because they were late.

### 1807.B.: CCCBC-Based Determinations of Eligibility for Volunteers and Staff

Not Met

1807.B.: B. Volunteers and Staff. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each volunteer, staff member, or employee of any kind, and shall have documentation of said determination available at all times for inspection upon request by the Licensing Division.

#### Finding:

1807.B. Based on record review: A CCCBC-based determination of eligibility for child care purposes from the department was not obtained for each staff member prior to the person being present at the center or performing services as evidence by: S2 was present in the center during the licensing visit. There was no CCCBC on file and available for review during the licensing visit for S2. S2 left the center at 10:38 am.

### 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 record review: A CCCBC-based determination of eligibility for child care purposes from the department was not obtained for each independent contractor prior to the person being present at the center or performing services as evidence by: according to the extracurricular personnel sign in log, on 2/22/19, O1 was present in the center and on 2/26/19, O2 was present in the center. There was no CCCBC on O1 and O2 available for review during the licensing visit. The Center did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied independent contractor at all times while on the center premises.

### 2109.A.: Non-vehicular Excursions - Parental Authorization

Not Met

2109.A.: Written parental authorization shall be obtained for all non-vehicular excursions. Authorization shall include the name of the child, type and location of the activity, date and signature of the parent, and shall be updated at least annually.

#### Finding:

2109.A. Based on record review/interview(s): According to S1, S5 and S7, on 4/9/19, the 4-5 year old class walked to the library. According to S1, S5 and S7 the children walk to the snow ball stand, walk to the library and walk off center premises to pick clovers. There is no parental authorization for any child to take walking excursions.

### 2109.B.: Non-vehicular Excursions - Records

Not Met

2109.B.: Centers shall maintain records of all non-vehicular excursion activities to include the date, time, list of children, staff, and other adults, and type of activity.

#### Finding:

2109.B. Based on record review and interviews: According to S1, S5 and S7, the children take walking excursions to the snow ball stand, to the library and in the neighborhood to pick clovers. There is no documentation of these non-vehicular excursions,