

## Statement of Deficiencies

### 1509-A.8. a-b: Behavior Management Policy

Not Met

#### 1509-A.8. a-b: Behavior Management Policy

Each center shall develop and implement a written behavior management policy describing the methods of behavior guidance and management that shall be used at the center.

The behavior management policy shall prohibit children from being subject to any of the following:

- i. physical or corporal punishment which includes but is not limited to yelling, slapping, spanking, yanking, shaking, pinching, exposure to extreme temperatures or other measures producing physical pain, putting anything in the mouth of a child, requiring a child to exercise, or placing a child in an uncomfortable position.
- ii. verbal abuse, which includes but is not limited to using offensive or profane language, telling a child to "shut up", or making derogatory remarks about children or family members of children in the presence of children;
- iii. the threat of a prohibited action even if there is no intent to follow through with the threat;
- iv. being disciplined by another child;
- v. being bullied by another child;
- vi. being deprived of food or beverages;
- vii. being restrained by devices such as high chairs or feeding tables for disciplinary purposes; and
- viii. having active play time withheld for disciplinary purposes, except timeout may be used during active play time for an infraction incurred during the playtime.

#### Finding:

1509-A.8. a-b Based on record review: Center's Behavior Management Policy was incomplete as it failed to note all the prohibited methods of discipline.

### 1509-A.8.c: Behavior Management Policy - Time Out

Not Met

#### 1509-A.8.c: Time Out

- i. Time out shall not be used for children under age 2.
- ii. A time out shall take place within sight of staff.
- iii. The length of each time out shall be based on the age of the child and shall not exceed 1 minute per year of age.
- iv. For children over age six, a time out may be extended beyond 1 minute per year of age, if a signed and dated statement, including a maximum time limit, from the parent granting such permission, is on file at the center.

#### Finding:

1509-A.8.c Based on record review: Center's behavior Management Policy for time out failed to note that children under the age of 2 shall not be placed in time out and that children over age six could have time out extended beyond 1 minute per age if center obtained a signed and dated statement to include a maximum limit from the parent granting such permission.

### 1711-K: Non-vehicular Excursions - Minimum Child to Staff Ratio

Not Met

#### 1711-K: Non-vehicular Excursions - Minimum Child to Staff Ratios

1. Minimum child to staff ratio, plus one additional adult, shall be met for all non-vehicular excursions.
2. An adult staff member from the center shall be present with each group of children.
3. At no time shall a child or group of children be left alone without an adult staff member present unless the child is supervised by the child's parent or designated representative authorized in writing by the parent on the non-vehicular excursions.

#### Finding:

1711-K Based on record review: Minimum child to staff ratio, plus one additional adult was not met on bye bye buggy rides that were conducted on the outside of the facility 3/24/17, 3/28/17, and 3/31/17 as specialist observed that only one staff was documented to be with the children. S1 stated that there is always an additional staff but they just failed to sign the form.

### 1715-A.5: State Central Registry

Not Met

#### 1715-A.5: Personnel files for each staff member shall be maintained at the center and shall include the following:

documentation of a current, completed state central registry disclosure form indicating no justified (valid) finding of abuse or neglect by the DCFS, or a current determination from the DCFS indicating that the individual does not pose a risk to children.

#### Finding:

1715-A.5 Based on record review: Specialist failed to observe documentation of a current, completed state central registry disclosure form indicating no justified (valid) finding of abuse or neglect by the DCFS, or a current determination from the DCFS indicating that the individual does not pose a risk to children for S3 and S4. S3's last SCR-1 on file was dated 2/1/16. S3 completed a new form on 4/11/17 prior to Specialist departure. S4's last

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SCR-1 on filed was dated 12/15/15 and was expired. S4 completed a new form on 4/11/17.

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

**Not Met**

1719-A.-B.: Within seven calendar days of date of hire, 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,

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;

#### Finding:

1719-A.-B. Based on record review/interview: On 4/11/17 Specialist was advised by S1 that S3 who originally was hired on 2/1/16 left the center and was rehired on 1/19/17. S1 failed within seven calendar days of date of hire, and prior to assuming sole responsibility for any children S1 failed to complete orientation with S3 to the policies and practices of the center that at a minimum included:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices,

and S1 failed to within 30 calendar days of date of hire for S3, to complete orientation to include additional policies and practices of the center that at a minimum included:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention.

### 1909-C: Infants - Positioning Devices

**Not Met**

1909-C: Infants shall not be placed in positioning devices, unless the center has written authorization from a physician to use a positioning device.

#### Finding:

1909-C Based on observations: Specialist on 4/11/17 observed an infant asleep on the floor on a boppy pillow.

### 1909-G: Infant - Bibs

**Not Met**

1909-G: Bibs shall not be worn by any child while asleep.

#### Finding:

1909-G Based on observations: On 4/11/17 Specialist observed an infant asleep on a boppy pillow wearing a bib.

### 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 not 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. Specialist observed that staff were completing observations but when they made any observations they failed to include an explanation from the parent or child.

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### 1919-H: Infants Held While Bottle Fed

Not Met

1919-H: Infants that cannot hold a bottle shall be held while being bottle-fed. A child shall not be placed lying down on a mat or otherwise with a bottle, sippy cup, etc. A bottle shall not be propped at any time.

#### Finding:

1919-H Based on observations: Specialist on 4/11/17 observed S5 sitting on the floor feeding an infant who was laying down on her back in a boppy pillow

### 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;
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: The center's written multi-hazard emergency and evacuation plan to protect children in the event of emergencies failed to include procedures specific procedure for handling infants through two year old, system to include a system to account for all children, system, and a back-up system, for contacting parents and authorized third party release caretakers, and a system to reunite children and parents following an emergency.

### 1921-C: Evacuation Pack

Not Met

1921-C: Evacuation Pack. The center shall have an evacuation pack, the location of which is known to all staff, that at a minimum shall contain:

1. a list of area emergency phone numbers;
2. a list of emergency contact information and emergency medical authorization for all enrolled children;
3. an emergency pick up form;
4. first aid supplies, hand sanitizer, wet wipes, and tissue;
5. diapers for children who are not toilet trained and plastic bags for diapers;
6. a battery powered flashlight and radio and batteries;
7. food for children under the age of 4, including infant food and formula; and
8. disposable cups and bottled water.

#### Finding:

1921-C Based on record review: Specialist on 4/11/17 observed 3 containers of expired Gerber baby food: Peas (expired on 1/28/17), greenbeans (expired 2/27/17), carrots(expired 2/21/17), and butternut squash(2/17/17). Specialist also observed water with a sell by date of 11/27/14 and 1 box of expired goldfish snacks.

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### 2103-F: Passenger Transportation Log

Not Met

#### 2103-F: Passenger Log

1. A current passenger log for each trip shall be used to track children and staff during transportation.
2. The log shall be maintained on file at the center and a copy shall be provided to the driver or monitor.
3. The following shall be recorded in the passenger log:
  - a. date the transportation is provided;
  - b. name of the child;
  - c. name of driver and staff members;
  - d. pick up and drop off locations;
  - e. time child was placed on the vehicle;
  - f. time child was released and name of the person or entity to whom child was released; and
  - g. signature of staff person completing the log.

#### Finding:

2103-F Based on record review: The Center's current Passenger transportation log was incomplete and failed include the times that the children were released to the schools noted on the transportation log. Specialist noted that all the children were placed on the center vehicle at 7:25 am during the week of 1/9/17-1/13/17; however, staff failed to document the time that the children were released to Sun City Elementary and Curtis Elementary. Center documentation only notes that children were unloaded at 7:45 am. Documentation should have included a different release time for Sun City and Curtis.

### 2107.A.1-2: Visual Check of Vehicle

Not Met

#### 2107.A.1-2: A visual passenger check of a vehicle is required to ensure that no child is left in the vehicle.

1. A staff person shall physically walk through the vehicle and inspect all seat surfaces, under all seats, and in all enclosed spaces and recesses in the interior of the vehicle.
2. The staff member shall record the time of the visual passenger check and sign the log, indicating that no child was left on the vehicle.

#### Finding:

#### 2107.A.1-2 Based on record review:

The Provider did not have documentation that the driver or a staff person checked the vehicle at the completion of each trip as evidenced by Specialist reviewed daily transportation log for 1/9/17-1/3/17. Specialist noted that the time of the visual passenger check was not noted to indicate that no child was left on the vehicle.