

Statement of Deficiencies

1717-A: Independent Contractors Records

Not Met

1717-A: Independent Contractors. The following information shall be maintained for all independent contractors, including but not limited to therapeutic professionals, extracurricular personnel, contracted transportation drivers, Department of Education, Office of Early Childhood staff and local school district staff:

1. an information form that includes the person's name, address and phone number
2. a list of duties performed while present at the center; and
3. documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center or documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

Finding:

1717 A Independent Contractor Records: There was no documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center for independent contractor O1, O2, O3 and O4. O1 was present in the center on 3/5/18 and 3/21/18. O2 was present in the center on 2/20/18. O3 was present in the center on 11/9/17. O4 was present in the center on 10/10/17.

1921-E: Tornado Drills

Not Met

1921-E: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June at various times of the day necessary to include all children and shall be documented.

Finding:

1921-E Based on record review:

There was no documentation of tornado drills that were conducted at least once per month during the months of March, April, May, and June. There was no documentation of a tornado drill conducted in March 2018.