

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 CCCBC-based determination of eligibility for child care purposes from the department or documentation of the adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was at the center when children were present, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while at the center when children were present, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review:

Provider did not have 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, O4, O5, O6 and O7.

O1 was in the center on 03/09/2018. O1's fingerprint based satisfactory criminal background check (right to review) expired on 03/06/2018.

- The following independent contractors were present in the center in March 2018. S1 stated fingerprint based satisfactory criminal background check were shredded at the end of the last school year:

- O2 was in the center on 05/02/2017, 05/09/2018, 05/16/2018.
- O3 was in the center on 05/03/2018, 05/10/2018
- O4 was in the center on 05/03/2018
- O5 was in the center on 05/05/2018
- O6 was in the center on 05/05/2018, 05/12/2018
- O7 was in the center on 05/05/2018

O1, O2, O3, O4, O5, O6 and O7 did not have documentation on file for Independent Contractors that included person's name, address, phone number, list of duties performed while at the center.

1717-C: Independent Contractors and Student Trainees - Record Retention

Not Met

1717-C: Records Retention. Records for independent contractors and student trainees shall be maintained for a minimum of three years from the date the contractor or student was last present at the center.

Finding:

1717-C Based on interview(s)/record review: The records for independent contractors O2, O3, O4, O5, O6 and O7 were not maintained for a minimum of three years from the date the contractor or student was last present at the center.

1915-A: Health Services - Observation

Not Met

1915-A: 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.