

Statement of Deficiencies

1507.C.: Daily Attendance Records - Independent Contractors

Not Met

1507.C.: Independent Contractors. A daily attendance record for all extracurricular personnel, therapeutic professionals and other independent contractors, to include the first and last name of the contractor, date of visit, arrival and departure times, name of staff member that accompanied contractor, if required, and purpose of the visit.

Finding:

1507.C.: Based on record review at 12 p.m., the center's daily attendance record for independent contractors from 2/1/2024 to 4/11/2024 failed to accurately reflect when independent contractors were on the center premises as the record failed to note the following:

- Departure time on 2/5/2024, 2/29/2024, 3/5/2024, 3/6/2024 (two times), 3/21/2024, 3/26/2024, and 3/28/2024; and
- Name of the staff member that accompanied the independent contractors on 3/5/2024 and 3/6/2024 (two times).

Corrective Action Plan: Effective 4/11/2024, S1 stated she will check the record daily to ensure documentation is accurate, to ensure compliance with this regulation.

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/interview at 12 p.m., S1 failed to 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. On 2/26/2024, at approximately 1:32 p.m., S22 failed to ensure O1 signed in on the record.

Corrective Action Plan: Effective 4/11/2024, S1 stated she will have all visitors sign in and out on the record and will be reviewed daily for accuracy, to ensure compliance with this regulation.

1713.E.&F.: Supervision Participation

Not Met

1713.E.&F.:

E: While supervising a group of children, staff shall devote their time to supervising the children, meeting the needs of the children, and participating with them in their activities.

F: Staff duties that include cooking, housekeeping or administrative functions shall not interfere with the supervision of children.

Finding:

1713.E.: Based on observation at 1 p.m., while supervising a group of children, S9 failed to devote her time to the supervision of the children, meeting the needs of the children, and in participation with the children in their activities. S9 was observed on her cellphone on Facebook. Corrected during inspection.

Corrective Action Plan: Effective 4/11/2024, S1 stated she will review this regulation with staff at the next quarterly staff meeting scheduled 5/1/2024, to ensure compliance with this regulation.

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 at 12 p.m., S1 failed to obtain documentation of a CCCBC-based determination of eligibility for child care purposes from the Department or the paid, adult staff member who accompanied Independent Contractors, O2-O13, prior to being present at the center or performing services. Specialist reviewed the visitor log and observed the following:

- O2 was present on 2/6/2024, 2/12/2024, 2/20/2024, 3/5/2024, 3/12/2024, 3/19/2024, 3/22/2024, 3/26/2024, and 4/2/2024 and determination of eligibility maintained on file expired 9/12/2023;
- O3 was present on 2/2/2024, 2/16/2024, 2/23/2024, 3/8/2024, 3/15/2024, 3/22/2024, and 4/5/2024;
- O4 was present on 2/5/2024 and 2/7/2024,

Statement of Deficiencies

- O5 was present on 2/8/2024, 2/23/2024, and 3/4/2024;
- O6 was present on 2/7/2024;
- O7 was present on 3/6/2024;
- O8 was present on 3/5/2024 and 3/6/2024;
- O9 was present on 3/6/2024;
- O10 was present on 2/20/2024; and
- O11 was present on 2/26/2024; and
- O12 was present on 3/5/2024; and
- O13 was present on 3/15/2024.

Corrective Action Plan: Effective 4/11/2024, S1 stated she will have all Independent Contractors added to the childcare center's CCCBC roster, prior to providing services or entering the childcare center, to ensure compliance with this regulation.
