

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 observations on 4/16/18, provider used a prohibited method of discipline as S13 was observed by specialist yanking 4 children, O1, O2, O3, and O4 to put them in line to go to the restroom as the children were standing on the wall and playing in the hallway. Specialist advised S13 and S1 that the method in which S13 was handling the children was prohibited.

1715-A.1.3.: Staff Records and Personnel Files

Not Met

1715-A.1.3.: Personnel files for each staff member shall be maintained at the center and shall include the following:

An application or staff information form containing the following information: name, date of birth, home address and phone number, training, work experience, educational background and hire date;

Upon termination or resignation of employment, the last date of employment and reason for leaving; and

Finding:

1715-A.1.3. Based on record review on 4/16/18, S1 did not have an application or staff information record on file for S10 that contains the following information as name, date of birth, home address and phone number, training, work experience, educational background and hire date. S10 is a substitute teacher for Monroe City Schools and S1 was not aware that subs needed a complete file.

1715-A.2: Photo Identification

Not Met

1715-A.2: Personnel files for each staff member shall be maintained at the center and shall include the following:
copy of a state or federal government issued photo identification;

Finding:

1715-A.2 Based on record review on 4/16/18, S10 did not have a copy of a state or federal government issued photo identification. S10 is a substitute teacher for Monroe City Schools and S1 was not aware that subs needed a complete file.

1715-A.4: Child Care Criminal Background Check

Not Met

1715-A.4: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following:

4. documentation of a CCCBC-based determination of eligibility for child care purposes from the department.

Finding:

1715-A.4 Based on record review on 4/16/18, S10 did not have a copy of a CBC in her personnel file. S10 is a substitute teacher for Monroe City Schools and S1 was not aware that subs needed a complete file.

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 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 on 4/16/18, O4 was present in the center on 4/16/18. O5 was present in the center on 8/25/17 and 2/27/18. O4 & O5 both provided a CBC to S1, however the CBC was in their employers name and not in the independent contractor's name. O1, O2, and O6 were present in the center but did not have a CBC or an independent contractor information record before being present on the center's premises. O1 was present on Jan. 23, 30; Feb. 1, 6, 13, 20, & 22; Mar. 2, 6, 8, 21, 27 & 29th of 2018. O2 was present on 4/4/18, 4/5/18 and 4/6/18. O6 was present on 3/22/18 and 4/5/18.