

Statement of Deficiencies

1509.A.12.a.-d.: Monitoring Policy for Provisionally Employed Staff

Not Met

1509.A.12.a.-d.: Monitoring policy for provisionally employed staff members:

- a. Each center shall develop and implement a written policy describing the monitoring procedures that shall be used at the center when staff members are employed on a provisional basis due to an incomplete CCCBC-based determination of eligibility for child care purposes;
- b. The monitoring policy shall include all requirements for the monitoring of provisionally employed staff members set forth in §1811.D;
- c. The center shall post a copy of the policy in the center in a place visible to all parents and staff;
- d. The center shall provide copies of the written policy to each parent/legal custodian of enrolled children, center staff member and provisionally employed staff member, and the center shall obtain signed documentation from each that a copy of the policy has been received.

Finding:

1509.A.12.a.-d. Based on record review: The center did not develop and implement a written policy describing the monitoring procedures that shall be used at the center when staff members are employed on a provisional basis due to an incomplete CCCBC-based determination of eligibility for child care purposes. S28 received a CCCBC provisional determination on 2/6/19, and worked-- based on the attached monitoring forms-- at the center the following days: 2/15/19, 2/19/19, 2/20/19, 2/22/19, and 2/25/19, before S28 was determined eligible on 3/12/19. The center did not post a copy of the policy in the center in a place visible to all parents and staff, and the center did not have documentation of providing copies of the written policy to each parent/legal custodian of enrolled children.
