

Statement of Deficiencies

1507-B: Daily Attendance Records - Staff and Owners

Not Met

1507-B: A daily attendance record for all staff members and owners shall be maintained that shall:

1. include the first and last name of the staff member or owner and arrival and departure times;
2. accurately reflect the staff members and owners on the center premises at any given time; and
3. be used to document staff members and owners who leave and return to the center during the day

Finding:

1507-B Based on record review on 4/25/18: The center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by Specialists observed S7 signed in on 4/13/18 at 9:05am but did not sign out. S7 signed in on 4/17/18 at 12:55pm but did not sign out.

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 on 4/25/18: A CCCBC-based determination of eligibility for child care purposes from the department was not obtained for each visitor, prior to the person being present at the center or performing services. The Center did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied O1 and O2 at all times while on the center premises. Documentation did not include the language stating that were accompanied by the staff member at all times while on the premises. Specialists observed O1 was at the center on 3/28/18 from 9:00-9:30am and O2 was at the center on 4/20/18 from 10:15-11:05am, but both failed to have language stating that they were accompanied by the staff member at all times while on the premises.

2103-A: Parental Authorization

Not Met

2103-A: Written authorization shall be obtained from a parent to transport a child on a regular basis. Such authorization shall include the name of the child, the type of transportation (to and from school, to and from home) and the names of individuals, schools, or other entities to whom the child may be released.

Finding:

2103-A Based on record review/interview(s) on 4/25/18: In 9 of 13 children's files reviewed the provider did not maintain signed parental authorization to transport a child on a regular basis. Specialists observed the center previously had Parental Authorization listed in the children's Master Cards but it was removed when the form was revised in August of last year.