

## 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 interview(s) on 4/29/19, S1 did not maintain documentation of a daily attendance record for Staff and Owners, to include the time of arrival and departure as LS observed S6's CCCBC of eligibility was 10/29/18. LS requested to review S6's daily attendance for October 2018 - November 2018 due to S6's date of hire was 11/5/18 on Staff Information Record form and 9/5/18 on the Orientation Form. S1 stated that the daily attendance logs for October - November were not on the premises as this information was being used for tax purposes.

### 1515.A.2.: Emergency Medical Treatment

Not Met

1515.A.2.: Written authorization signed and dated by the parent to secure emergency medical treatment;

#### Finding:

1515.A.2. Based on record review on 4/29/19, S1 failed to have a written authorization signed and dated by the parent to secure emergency medical treatment for 1 out 10 children files reviewed as LS observed this information was omitted for C2. LS observed S1 contacted C2's parent and corrected the information before LS departure.

### 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 4/29/19, a CCCBC-based determination of eligibility for child care purposes from the department was not obtained for O1 (Children Coalition personnel), prior to the person being present at the center or performing services as LS observed O1 was present at the center on 2/12/19 from 12:40 pm - 2:20 pm. S1 did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied O1 at all times while on the center premises as LS observed this information was omitted from the center's visitor log. Documentation did not include language stating that were accompanied by the staff member at all times while on the premises and the signature of the staff member.

### 1901.M.: Strings and Cords

Not Met

1901.M.: Strings and cords, including but not limited to those found on equipment, window coverings, televisions and radios, shall be inaccessible to children under age 4.

#### Finding:

1901.M. Based on observations on 4/29/19, strings and cords were accessible to children under age 4 as LS observed a radio cord that was plugged into the wall in S7's classroom that if pulled the radio was could fall on a child. LS observed S7 supervising 6 children ages 2 yrs to 3yrs old.

### 1903.C.: Free of Hazards

Not Met

1903.C.: Indoor and outdoor areas shall be free of hazards.

#### Finding:

1903.C. Based on observations on 4/29/19, the indoor and outdoor area were not free of hazards as LS observed (1) wooden board with (2) exposed nails located on the center playground leaning against the wall adjacent to the door where children enter and exit to the playground through S4's classroom. LS also observed a ladder located on the center playground. LS did observe S1 correcting the hazards during the center visit.

## ***Statement of Deficiencies***

### **2107.A.1.&2.: Visual Check of Vehicle**

**Not Met**

2107.A.1.&2.: A visual passenger check of a vehicle is required to ensure that no child is left in the vehicle.

1. A staff person shall physically walk through the vehicle and inspect all seat surfaces, under all seats, and in all enclosed spaces and recesses in the interior of the vehicle.
2. The staff member shall record the time of the visual passenger check and sign the log, indicating that no child was left on the vehicle.

#### **Finding:**

2107.A.2.: Based on record review on 4/29/19, S1 did not have documentation that the driver or a staff person checked the vehicle at the completion of each trip as LS observed staff failed to record the time of the visual check on 4/15/19, indicating that no children were left on the vehicle. S1 stated S12 may have forgotten to complete the required information.

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