

Statement of Deficiencies

1715.A.1.&3.: Staff Records and Personnel Files

Not Met

1715.A.1.&3.: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following:

1. an application or staff information form containing the following information:
 - a. name;
 - b. date of birth;
 - c. home address and phone number;
 - d. training,
 - e. work experience;
 - f. educational background;
 - g. hire date; and
 - h. first day onsite working with children;
3. Upon termination or resignation of employment, the last date of employment and reason for leaving;

Finding:

1715.A.1: Based on record review on 5/6/19, S1 did not have an application/staff information form to include name, date of birth, home address and phone number, training, work experience, educational background, hire date, first day onsite working with children, upon termination or resignation of employment, the last date of employment, reason for leaving, for staff: S2 as evidenced by S2 was transferred to this center from the Beverly location but her file was not transferred. S4 was previously given warning and advised that the regulations state that the staff personnel files should be maintained at the center. S4 arrived with a file for S2 at 11:15am.

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:

2. copy of a state or federal government issued photo identification;

Finding:

1715.A.2. Based on record review on 5/6/19, S1 did not have a copy of S2's state or federal government issued photo identification available for review as evidenced by S2 was transferred to this center from the Beverly location but her file was not transferred. S4 was previously given warning and advised that the regulations state that the staff personnel files should be maintained at the center. S4 arrived with a file for S2 at 11:15am.

1915.A.: Health Services - Observation

Not Met

1915.A.: Observation. Upon arrival at the center, the physical condition of each child shall be observed for possible signs of illness, infections, bruises or injuries, and when something is observed, it shall be documented and such documentation shall include an explanation from the parent or child.

Finding:

1915.A. Based on record review on 5/6/19, upon arrival at the center, the physical condition of each child was not observed and documented for possible signs of illness, infections, bruises or injuries as evidenced by 6 children were present and no observations were taken by my arrival at 10:15am. The center was given technical assistance on 7/19/18 and 2/28/19.