

Statement of Deficiencies

713.A: Office of Public Health, State Fire, City Fire, Office of Early Childhood approval

Not Met

713.A: Current approvals by the Office of Public Health, Office of State Fire Marshal, City Fire (if applicable), Office of Early Childhood and the Licensing Division shall be required before the expiration of an existing license.

Finding:

713.A Based on record review: The Provider lacked documentation of a current annual inspection and approval from State Fire Marshal.

1507-A: Daily Attendance Records - Children

Not Met

1507-A: A daily attendance record for children shall be maintained that shall:

1. include the child's first and last name, arrival and departure times, and first and last name of person or entity to whom the child is released;
2. accurately reflect children on the center premises at any given time; and
3. be used to sign in and out if a child leaves and returns to the center during the day.

Finding:

1507-A Based on record review/observations:

The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 10 children were present and 9 children were signed in on the log.

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/observations:

The center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time.

- Upon Specialists arrival, S1 stated S2 left the center ten minutes prior to Specialists arrival. S2 was not signed in on the staff sign in log as being present to the center. S2 came on premises at approximately 9:57am. S2 signed in on the staff sign in log at 6:30am. Specialist informed S1 and S2 that staff must sign out on the log when they leave premises.

1507-E: Daily Attendance Records - Visitors

Not Met

1507-E: A daily attendance record for all visitors to include the name, date of visit, arrival and departure times, and the purpose of the visit.

Finding:

1507-E Based on observations/record review:

The center's visitor's daily attendance record did not accurately reflect when a Visitor was on the child care premises. Specialist observed a representative of Hillar, fire detection company, on premises. The representative was not signed in on the visitor's log.

1515.A.1: Child Records and Cumulative Files

Not Met

1515.A.1: A cumulative file shall be maintained on each child that shall include the following records:

1. An information form signed and dated by the parent and updated as changes occur, that contains:
 - a. name of child, date of birth, sex, date of admission;
 - b. name of parents and the home address of both child and parents;
 - c. phone numbers where parents may be reached while child is in care;
 - d. name and phone number of person to contact in an emergency if parents cannot be located promptly;
 - e. name and telephone number of child's physician, if applicable;
 - f. name and telephone number of the child's dentist, if applicable;
 - g. any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable;

Finding:

1515.A.1 Based on record review/interview(s):

C2 and C3's file did not contain a Child's Information Form.;

C4's file reviewed lacked the required information on the Child's Information Form as the following information was omitted: name and phone number of

Statement of Deficiencies

person to contact in an emergency if parents cannot be located promptly, name and phone number of child's physician and dentist(if applicable), any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, (if applicable), any special dietary restrictions or food allergies or intolerances (if applicable); signed and dated by parent and updated as changes occur.

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: Three of 12 children's records lacked a signed and dated parental authorization to secure emergency medical treatment.

1515-A.3: Releasing of Children

Not Met

1515-A.3: Written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center.

- The parent may further authorize additional individuals via a text message, fax or email to the center in unplanned situations and follow it with a written authorization.
- A child shall never be released to anyone unless authorized in writing by the parent.
- Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
- The center shall verify the identity of the authorized person prior to releasing the child.

Finding:

1515-A.3 Based on record review: The provider did not have written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center.

1711-A-B-D-G: Child to Staff Ratio

Not Met

1711-A-B-D-G: A. Child to staff ratios are established to ensure the safety of all children.

B. Minimum child to staff ratios shall be met at all times.

- There shall be a minimum of two staff members present at an early learning center when more than one child is present.
 - Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.
- D. Minimum Child to Staff Ratios for Type II and Type III centers:

Ages of Children	Ratio
Infants under 1 year	5:1
1 year	7:1
2 years	11:1
3 years	13:1
4 years	15:1
5 years	19:1
6 years and up	23:1

G. Mixed Age Groups - Minimum Child to Staff Ratios

- An average of the child to staff ratios may be applied to mixed age groups of children ages 2, 3, 4 and 5
- Child to staff ratios for children under age two are excluded from averaging.
- When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
- An average may be applied to a mixed age group consisting only of children ages 5 and older.

Finding:

1711-A-B-D-G Based on observations/interview(s): The Provider failed to meet the required child to staff ratio for children in the center upon Specialists arrival.

- S1 was alone in the center with ten children. S1 stated S2 left the center ten minutes prior to Specialist arrival to take her child home. A minimum of 2 child care staff present at an early learning center when more than one child is present is required.

The following were the number of children present at Specialists arrival by age:

- One 3 month old child
- Two one year old children
- Two 2 year old children

Statement of Deficiencies

- Four 3 year old children
- One 5 year old child

- Specialists observed S1 in the kitchen cooking lunch while S2 supervised the above mentioned ten children. An additional staff was needed in the room with S2 in order for ratio to have been met. The ratio for infants is 5 infants per 1 staff.

1713-E&F: Supervision Participation

Not Met

1713-E&F:

E: While supervising a group of children, staff shall devote their time to supervising the children, meeting the needs of the children, and participating with them in their activities.

F: Staff duties that include cooking, housekeeping or administrative functions shall not interfere with the supervision of children.

Finding:

1713 E& F Based on observation: While supervising a group of children, childcare staff did not devote their time to supervision of the children, meeting the needs of the children, and in participation with the children in their activities.

- While S1 assisted Specialists in the office of the center, S2 supervised 11 napping one to five year old children and one awake infant. Specialists observed S2 talking on her phone at 12:47pm, 1:27pm and 1:46pm.

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: O1 did not have documentation of a criminal background check. According to the visitor's log, O1 was on premises on 10/26/2017 and 12/05/2017. S1 and S2 stated they are not sure who O1 is.

- Specialists observed a representative from a fire detection company, Hillar, in the center without accompaniment of a staff and no criminal background check on file.

1725-A.-D.: Medication Management Training

Not Met

1725-A.-D.: A. All staff members who administer medication shall have medication administration training.

B. Whether administering medication or not, each early learning center shall have at least two staff members trained in medication administration.

C. Such training shall be completed every two years with an approved Child Care Health Consultant.

D. A licensed practical nurse (LPN) or registered nurse (RN) with a valid nursing license shall be considered to have medication administration training.

Finding:

1725-A.-D. Based on record review/interview:

The provider did not have at least two staff members trained in medication administration whether the early learning center administers medication or not.

- S1 stated she and S2 are scheduled for the certification class for June 6, 2018.

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: The provider did not document observations, when something is observed, noted on children upon arrival to the center. Results including an explanation from parent and/or child were not documented.

- On 11/30/2017, there was no explanation of noted observations of a bruise on the left side of back, spine and scratch on the neck.

- On 01/29/2018, there was no explanation for an observation of a scratch on the nose of a child

Statement of Deficiencies

1919-H: Infants Held While Bottle Fed

Not Met

1919-H: Infants that cannot hold a bottle shall be held while being bottle-fed. A child shall not be placed lying down on a mat or otherwise with a bottle, sippy cup, etc. A bottle shall not be propped at any time.

Finding:

1919-H Based on observations: An infant was not held while being bottle-fed.

1921-E: Tornado Drills

Not Met

1921-E: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June at various times of the day necessary to include all children and shall be documented.

Finding:

1921-E Based on record review:

The provider did not have documentation of tornado drills that were conducted at least once per month during the month of April 2018.
