

## Statement of Deficiencies

### 1503-A-C: General Liability Insurance Policy

Not Met

1503-A-C: A. A center shall maintain in force at all times current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury.

B. A center is responsible for payment of medical expenses of a child injured while in the center's care.

C. Documentation of commercial liability insurance shall consist of the insurance policy or current binder that includes the name of the early learning center, physical address of the center, name of the insurance company, policy number, period of coverage and explanation of the coverage.

#### Finding:

1503-A.-C. Based on interview: The provider was not responsible for payment of medical expenses of a child injured while in the provider's care as O1 and O2 stated they were not offered the center's general liability insurance to cover the cost of C1's medical expenses as a result of the injury on premises which occurred on 4/6/18.

### 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 observation/record review: The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 30 children were present and 29 children were signed in on the log upon Specialist's arrival on 5/16/18.

### 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 observation/record review: 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 Specialist observation of 4 of 5 employees on premises signed in the log upon Specialist's arrival on 5/16/18. S6 had not signed in for the day. Specialist observed S4 entering the center upon arrival at 9:30 a.m. S4 had not signed out of the daily attendance log upon leaving.

### 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: 1 of 1 children's records reviewed did not contain a Child's Information Form. Provider did not have a mastercard available for review for C2.

### 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:

## ***Statement of Deficiencies***

1515-A.2 Based on record review: 1 of 1 Children's records lacked a signed and dated parental authorization to secure emergency medical treatment. Provider did not have a signed and dated parental authorization to secure emergency medical treatment for C2.

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