

Statement of Deficiencies

1501.A.: Operations

Not Met

1501.A.: A center shall operate within the licensed capacity, age range, hours of operation and other specific services designated on its license.

Finding:

1501.A. Based on observations/interview on 05/23/2019, center failed to operate within the age range designated on its license as evidenced by specialist observed C11, age 6, located in the front office with S2 upon specialist arrival at 9:22 AM. The age range designated on the center's license is 3 years old - 5 years old. Per S1's statement, C11 is the child of S2. C11 was signed in a visitor at 7:35 AM and was being supervised by S2 until departure at 9:55 AM. Specialist advised S1 that C11 could not be on the premises at 9:47AM.

1509.A.12.a.-d.: Monitoring Policy for Provisionally Employed Staff

Not Met

1509.A.12.a.-d.: Monitoring policy for provisionally employed staff members:

- a. Each center shall develop and implement a written policy describing the monitoring procedures that shall be used at the center when staff members are employed on a provisional basis due to an incomplete CCCBC-based determination of eligibility for child care purposes;
- b. The monitoring policy shall include all requirements for the monitoring of provisionally employed staff members set forth in §1811.D;
- c. The center shall post a copy of the policy in the center in a place visible to all parents and staff;
- d. The center shall provide copies of the written policy to each parent/legal custodian of enrolled children, center staff member and provisionally employed staff member, and the center shall obtain signed documentation from each that a copy of the policy has been received.

Finding:

1509.A.12.c-d. Based on record review/interview on 05/20/2019, S1 failed to post a copy of the monitoring policy for all provisionally employed staff that shall be visible to all staff and parents, provide copies of the written policy to each parent/legal custodian of enrolled children, center staff member and provisionally employed staff member, and obtain signed documentation from each that a copy of the policy has been received as evidenced by the CCCBC licensing report indicate that S21, S24, S25, S31, S41, S34, and S35 were provisional employees from 08/27/2018-05/13/2019. Per S1's statement, a written monitoring policy was developed and placed in a binder that is accessible to all parents and staff near the bulletin board in the front lobby but she did not provide individual copies to all parents, staff, and the provisional employee and did not have signed documentation that the policy was received. S21 had a provisional status from 09/10/18-09/13/18. S24 had a provisional status from 08/27/2018-08/28/2018. S41 had a provisional status from 10/2/2018-11/15/2018. S34 had a provisional status from 12/13/2018 -03/07/2019. S35 had a provisional status from 12/21/2018-02/05/2019. S25 had a provisional status from 01/2/2019 - 01/28/2019. S31 had a provisional status from 03/13/2019-05/13/2019. All staff currently have an eligible CCCBC determination of eligibility.