

Statement of Deficiencies

1509-A.9: Electronic Devices Policy

Not Met

1509-A.9: Electronic Devices Policy that provides that all activities involving electronic devices, including but not limited to television, movies, games, videos, computers and hand held electronic devices, shall adhere to the following limitations:

- Electronic device activities for children under age two are prohibited; and
- Time allowed for electronic device activities for children ages 2 and above shall not exceed 2 hours per day.

Finding:

1509-A.9 Based on observations:

The Provider did not follow the Electronic Devices Policy as Electronic Devices were used by children under age 2.

- Upon Specialist arrival, S1 and S2 were gathered in one room with 19 children, ages 6 months to 7 years old, looking at a children's program on the television. Infants and one year old children are prohibited from using electronic devices including television.

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/record review: Upon Specialist arrival, child to staff ratio was not met as S1 and S2 had 19 children in a room that included 1 nine month old and 5 one year old children. The ratio for infants is five to one. With one staff meeting the ratio for infants of five to one with the one infant and four one year old children, the second staff met ratio for the remaining one year old child and 6 older children. With the first staff meeting ratio for the first five children and the second staff meeting ratio for the next even children, there needed to be another staff on premises to meet ratio for the remaining seven children. S3 stated that she had stepped out of the center to move her car.

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:

- an information form that includes the person's name, address and phone number
- a list of duties performed while present at the center; and
- documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center or documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review: Provider did not have documentation on file for Independent Contractors that included person's name, address, phone number, list of duties performed while at the center. O1, O2, O3 and O4.

Provider did not have documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center for independent contractor O1, O2, O3 and O4.

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- O1 was in the center on the following days: 08/02/16, 08/04/16, 08/16/16, 08/23/16, 09/07/16, 09/08/16, 09/20/16, 09/27/16, 10/04/16, 10/11/16, 10/18/16, 10/25/16, 11/01/16, 11/15/16, 11/22/16, 11/29/16, 12/13/16, 12/20/16, 01/10/17, 01/13/17, 01/17/17, 01/20/17, 01/24/17.
- O2 was in the center on the following days: 08/24/16
- O3 was in the center on the following days: 08/15/16, 08/22/16, 08/29/16, 09/09/16, 09/12/16, 09/19/16, 09/30/16, 10/03/16, 10/10/16, 10/17/16, 10/28/16, 11/14/16, 11/21/16, 11/28/16, 12/05/16, 12/07/16, 12/09/16, 12/12/16, 12/21/16, 01/06/17, 01/09/17, 01/19/17, 01/23/17, 01/30/17
- O4 was in the center on the following days: 05/04/2017

1907-A.1-2: High Chairs

Not Met

1907-A.1-2:

1. The high chair manufacturer's restraint device shall be used when children are sitting in a high chair.
2. Children who are either too small or too large to be restrained using the manufacturer's restraint device shall not be placed in a high chair.

Finding:

1907-A.1-2 Based on observations:

The high chair manufacturer's restraint device was not used when children are sitting in a high chair. Specialist observed four children in high chairs during lunch time. One high chair did not have a restraint device in it to use on the child that was occupying the chair.

1921-A: Emergency Preparedness and Evacuation Planning

Not Met

1921-A: Emergency and Evacuation Plan. The director shall consult with appropriate state and local authorities and shall establish and follow a written multi-hazard emergency and evacuation plan to protect children in the event of emergencies that at a minimum shall:

1. address any potential disaster related to the area in which the center is located;
2. include procedures for sheltering in place, lockdown and evacuation to a pre-determined site for potential threats to the safety, health and well-being of children in care;
3. include specific procedures for handling infants through two year olds;
4. include specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs;
5. include a system to account for all children;
6. include a system, and a back-up system, for contacting parents and authorized third party release caretakers;
7. include a system to reunite children and parents following an emergency;
8. include procedures for providing information about the emergency plan to parents at the time of enrollment and when changes occur;
9. be reviewed annually for accuracy and updated as changes occur; and
10. be reviewed with all staff at least once per year.
11. practice drills shall be conducted at least twice per year to include all children and shall be documented.

Finding:

1921-A Based on record review: The provider failed to have a current written multi-hazard emergency and evacuation plan to protect children in the event of emergencies that addresses the following any potential disaster related to the area in which the center is located, include procedures for sheltering in place, lockdown and evacuation to a pre-determined site for potential threats to the safety, health and well-being of children in care, include specific procedures for handling infants through two year olds, specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs if applicable. The Provider did not have the following system in place for: to account for all children, a system, and a back-up system, for contacting parents and authorized third party release caretakers, a system to reunite children and parents following an emergency.

1921-C: Evacuation Pack

Not Met

1921-C: Evacuation Pack. The center shall have an evacuation pack, the location of which is known to all staff, that at a minimum shall contain:

1. a list of area emergency phone numbers;
2. a list of emergency contact information and emergency medical authorization for all enrolled children;
3. an emergency pick up form;
4. first aid supplies, hand sanitizer, wet wipes, and tissue;
5. diapers for children who are not toilet trained and plastic bags for diapers;
6. a battery powered flashlight and radio and batteries;
7. food for children under the age of 4, including infant food and formula; and
8. disposable cups and bottled water.

Finding:

1921-C Based on observations: Based on observations, the provider failed to have a completed evacuation pack. The provider failed to have the following: a list of area emergency phone numbers, first aid supplies, tissue, diapers for children who are not toilet trained and plastic bags for diapers,

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disposable cups and bottled water.

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 months of March and April 2017.
