

## Statement of Deficiencies

### 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 Specialist observed during the walk-through of the Center at 9:30am, in S3 and S4's classroom room one, 15 children were present and 12 children were signed in on the log.

### 1807.B.: CCCBC-Based Determinations of Eligibility for Volunteers and Staff

Not Met

1807.B.: B. Volunteers and Staff. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each volunteer, staff member, or employee of any kind, and shall have documentation of said determination available at all times for inspection upon request by the Licensing Division.

#### Finding:

1807.B.: Based on record review: A CCCBC-based determination of eligibility for child care purposes from the department was not obtained for S28 prior to her being present at the center or performing services as evidence by: Specialist reviewed the CCCBC-Based Determination of Eligibility for S28 and the Provisional Eligibility was expired from 2/23/19 to 3/20/19. Specialist reviewed the daily attendance log for S28 and she was signed in and present in the Center 13 times during these dates.

### 1811-D.2.&3.: Provisional Employment for Staff Members of Early Learning Centers

Not Met

1811-D.2.&3.: 2. A provisionally-employed staff member may be counted in child to staff ratios, but must be monitored at all times in accordance with the following.

- a. A monitor of a provisionally-employed staff member must be an adult staff member for whom the center has a CCCBC-based determination of eligibility for child care purposes, (or prior to October 1, 2018, a satisfactory CBC), who is designated by the center to monitor a specific provisionally-employed staff member.
  - b. The center must designate a monitor for each provisionally-employed staff member present at the center.
  - c. The monitor shall be physically present at the center at all times when the provisionally-employed staff member is present at the center.
  - d. Monitors must remain within close enough physical proximity of their designated provisionally-employed staff members to be able intervene at any time if intervention is needed.
  - e. A monitor shall perform at least one visual observation of each designated provisionally-employed staff member every 30 minutes.
  - f. The center may designate one monitor for up to a maximum of five provisionally-employed staff members at any given time.
  - g. At least one monitor must be physically present at all times in any room during naptimes if a provisionally-employed staff member is present.
3. The center shall have a log or other written documentation of the monitoring of provisionally-employed staff members that identifies each provisionally-employed staff member, the designated monitor for each, and the times of the visual observations.

#### Finding:

1811-D.2.&3.: Based on record review/interview: S1 failed to have a log or other written documentation of monitoring of provisionally-employed S28 from 1/8/19 to 2/22/19, and 3/20/19 to 4/8/19. S28's date of hire is 1/4/19 and the first day working in the Center was 1/8/19. S28's CCCBC-Based Determination date of eligibility is 4/9/19.

### 1915.E.: Health Services - Posting Medical Condition Permission

Not Met

1915.E.: Information regarding the medical condition of a child may be posted in public view if the center obtains a signed and dated statement from the parent granting such permission.

#### Finding:

1915.E. Based on observations/record review: The provider did not have a signed and dated statement from the parent granting permission to post information regarding the medical condition of a child in public view. During the walk through of the Center at 9:45am, the Specialist observed in Room 5, 6, and 9 a list of children with their allergies/health concerns posted on the wall of the classroom in public view. Specialist reviewed ten of the children's files and observed one file had a signed and dated statement granting permission to post the information in public view. S1 removed the posting and placed them on the teacher's clipboard and out of view.

## **Statement of Deficiencies**

### **1917.D.: Medication Authorization - Non-Prescription Medication**

**Not Met**

1917.D.: If a non-prescription medication label reads "consult a physician", the early learning center shall also maintain a written authorization from a licensed health care provider for the child to take the medicine.

**Finding:**

1917.D.: Based on record review/observation: Specialist reviewed the medication authorization form for C14, age 3, and the authorization documents that C14 was administered 5 ml of Benadryl on 1/18/19, 3/18/19, 3/22/19, and 4/22/19 per the written instructions of C14's parent. The Specialist reviewed the medication on file and the non-prescription medication label states to consult a physician. The early learning center did not have a written authorization from a licensed health care provider for the child to take the medicine.

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### **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/interview: S1 did not have documentation of tornado drills that were conducted at least once per month during the months of March and April 2019. S2 stated the April drill was completed on the 24th of the month, but the documentation could not be located.

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### **2103.A.: Parental Authorization**

**Not Met**

2103.A.: Written authorization shall be obtained from a parent to transport a child on a regular basis. Such authorization shall include the name of the child, the type of transportation (to and from school, to and from home) and the names of individuals, schools, or other entities to whom the child may be released.

**Finding:**

2103.A. Based on record review/interview: Specialist completed a review of the passenger transportation log and the Center does not have record of a written authorization for the eight children listed on the log who are picked up from school in the afternoon and transported to the Center for after-school care. S2 states she will include the form to be completed from the Licensed Center's Library.

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