

## 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 record review at 10:34am, S1 failed to have a daily attendance record for children that accurately reflected the children on the child care premises at any given time as 35 children were present and 29 children were signed in on the log. The attendance log documented the 29 children signed in as all arriving at 9:24am. S1 stated they are still signing children in due to COVID, and she didn't get a chance to finish entering their arrival times in the electronic system. S1 also stated she does a batch sign in after all the children arrive.

On 6/10/2021 at 2:05pm, the Specialist observed 40 children present, however 39 children were signed in. 38 of 39 children were signed in at 10:40am. S9 stated she did a batch check in for the children at that time, because it was the first chance she got to sign the children in. The Specialist explained to S9 that the children must have accurate arrival and departure times, and informed her of what S1 stated for the corrective action plan on 6/1/2021.

Corrective Action Plan: Effective 6/2/2021, S1 stated she will add an arrival time section on the parent's temperate sheet, so she can use that documentation to enter in the computer system to have accurate documentation of the child's arrival time on file.

### 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.

1. There shall be a minimum of two staff members present at an early learning center when more than one child is present.
2. 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

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

#### Finding:

1711.G.3. Based on staff interviews on 6/10/2021, child to staff ratio failed to be met on 6/1/2021 around 8:00am. There were 8 one-year-old to two-year-old children in a classroom with one staff member. Also based on staff interviews, on 6/7/2021 before 9:45am, there were 8 one-year-old to two-year-old children in a classroom with one staff member. The required ratio for the this age is seven children to one staff. There must be a minimum of two staff present with that number of children. S9 stated S1 has been working to hire new staff now.

Corrective Action Plan: Effective 6/10/2021, S9 stated S1 will make sure there is a teacher in every class to receive the appropriate amount children. S9 stated she will remind all staff of their classroom ratios, and will make sure no children are brought into the classroom that will put the class over ratio.

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### 1721.A.-C.: Continuing Education Training

Not Met

1721.A.-C.: A. Early learning centers shall provide opportunities for continuing education of staff members who are left alone with children, or who have supervisory or disciplinary authority over children.

1. Staff members of early learning centers, excluding foster grandparents, shall obtain a minimum of 12 clock hours of continuing education per center anniversary year.

B. Staff members of type I, type II and type III centers who are neither left alone with children, nor have supervisory or disciplinary authority over children, shall obtain a minimum of three clock hours of continuing education in job related topics per center's anniversary year.

C. Continuing education for all types of centers shall be conducted by trainers approved by the department. The department shall keep a registry of approved trainers.

#### Finding:

1721.A.-C. Based on record review at 10:27am on 6/1/2021, S11 (DOH 7/24/2000) failed to obtain twelve continuing education hours per the center's anniversary year. S1 stated that in May 2021, S11, kitchen staff, was alone in a classroom supervising children, and also works in the classroom to help meet ratio. S11 has only obtained three hours of training in health and safety, as required for staff who are neither left alone with children, nor have supervisory or disciplinary authority over children.

Corrective Action Plan: Effective 6/10/2021, S9 stated she will recommend to S1 that S11 only works in the kitchen. S9 will recommend to S1 that all staff are trained to work in any area of the center. S9 also stated she will work with S1 to ensure all staff who have worked at least 365 days, and supervise children, have at least 12 continuing education hours by 6/31/2021. S9 also stated S1 will schedule staff to take the additional required trainings.

### 1915.B.&C.: Health Services - Parental Notification

Not Met

1915.B.&C.:

B. Reporting. Incidents, injuries, accidents, illnesses, and unusual behavior shall be documented and reported to the parent no later than when the child is released to the parent or authorized representative on the day of the occurrence.

C. Immediate Notification. The parent shall be immediately notified in the following circumstances:

1. blood not contained in an adhesive strip;
2. head or neck or eye injury;
3. human bite that breaks the skin;
4. animal bite;
5. impaled object;
6. broken or dislodged teeth;
7. allergic reaction skin changes (e.g. rash, spots, swelling, etc.);
8. unusual breathing;
9. symptoms of dehydration;
10. temperature reading over 101° oral, 102° rectal, or 100° axillary; or
11. injury or illness requiring professional medical attention.

#### Finding:

1915.B.&C. Based on record review on 6/10/2021 at 2:45pm, there is no documentation of a report for the following:

- On 5/6/2021 at 3:56pm, a child bumped his cheek on another child's head. There is no documentation of the incident report for the child whose head was injured, or the time the parent was notified.

- On 6/9/2021 at 8:05am, a child was bitten by another child. There is no documentation of the behavior reporter for the biter, and the time the parent was notified.

- On 5/10/2021 at 3:15pm, a child was scratched on the face by another child. There is no documentation of the behavior reporter for the other child who scratched the child.

Also, there is no documentation of immediate notification to the parent for the following:

- On 6/2/2021 at 10:03am, a child bumped her head on the floor, and there is no documentation of the time the parent was notified. S9 showed a text at 3:26pm, that she notified the parent at 10:08am.

- On 5/24/2021 at 12:00pm, a child was bit on the left arm, and the parent was notified on 5/26/2021.

- On 5/20/2021 at 10:30am, a child scratched her left leg, and the parent was notified on 5/21/2021 at 9:07am.

- On 5/14/2021 at 10:50am, a child bit his lip, and there is no documentation of the time the parent was notified.

Corrective Action Plan: Effective 6/10/2021, S9 stated she will speak with S1 about doing a new staff retraining before the end of the month, but as soon as possible, to remind staff on how to completely fill out incident reports, and that there must be two reports when more than one child is involved.