

## Statement of Deficiencies

### 1507.C.: Daily Attendance Records - Independent Contactors

Not Met

1507.C.: Independent Contractors. A daily attendance record for all extracurricular personnel, therapeutic professionals and other independent contractors, to include the first and last name of the contractor, date of visit, arrival and departure times, name of staff member that accompanied contractor, if required, and purpose of the visit.

#### Finding:

1507.C. Daily Attendance Records-Independent Contractors: Based on record review: On 06/03/2019, the center did not have independent contractors' daily attendance records. Specialist explained to S1 the importance of having all independent contractors sign in and out of the center and include their first and last name, date of visit, and their purpose of the visit. S1 began to create a sign in/out log for the independent contractors prior to Specialist's departure.

### 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.a.-d. Monitoring Policy for Provisionally Employed Staff: Based on record review: On 06/03/2019, Specialist observed two current staff members, S4 and S9, were provisional while being employed in the center. S4 was provisional from 01/18/2019 to 02/21/2019. S9 was provisional on 05/21/2019. Specialist observed there was no written monitoring policy for provisionally employed staff with incomplete CCCBC-based determination of eligibility for child care purposes. The center does not have a copy of the policy posted in the center in a place visible to all parents and staff. The center did not provide copies of the written policy to each parent/legal custodian of enrolled children, center staff member and provisionally employed staff member, and/or the center did not obtain signed documentation from each that a copy of the policy has been received. S1 began to develop and implement a written policy prior to Specialist departure.

### 1901.P.: Staff Personal Belongings

Not Met

1901.P.: The personal belongings of center staff members shall be inaccessible to children.

#### Finding:

1901.P. Staff Personal Belongings: Based on observations: On 06/03/2019, the Specialist observed the personal belongings of center staff member, S3 were accessible to children. S3 moved her purse to a higher shelf that was inaccessible to the children prior to Specialist departure.

### 1911.K.: Hand Washing

Not Met

1911.K.: Staff and children shall wash their hands using soap at least at the following times: upon arrival at the center, before preparing or serving meals, before giving medication, after playing in water used by more than one person, after toileting, after helping a child use a toilet or changing diapers, after wiping noses or cleaning wounds, after handling pets and other animals, after playing in sandboxes, before eating meals or snacks, upon coming in from outdoors, after cleaning or handling garbage and anytime hands become soiled with body fluids, such as urine, saliva, blood or nasal discharge.

#### Finding:

1911.K. Hand Washing: Based on observations: On 06/03/2019, Specialist observed S5 did not wash their hands with soap and water as needed. Licensing Specialist observed that staff, S5, did not wash their hands after wiping the noses of 2 out of 4 infants in the 11month to 1 year classroom. Specialist alerted S1 to discuss their hand washing policy with S5.