

## Statement of Deficiencies

### 1515.A.1.: Child Records and Cumulative Files

Not Met

1515.A.1.: A cumulative file shall be maintained on each child that shall include the following records:

1. An information form signed and dated by the parent and updated as changes occur, that contains:
  - a. name of child, date of birth, sex, date of admission;
  - b. name of parents and the home address of both child and parents;
  - c. phone numbers where parents may be reached while child is in care;
  - d. name and phone number of person to contact in an emergency if parents cannot be located promptly;
  - e. name and telephone number of child's physician, if applicable;
  - f. name and telephone number of the child's dentist, if applicable;
  - g. any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable;
  - h. any special dietary needs, restrictions or food allergies or intolerances, if applicable. See Paragraph 4;

#### Finding:

1515.A.1. Based on record review: During specialist visit on 6/3/19 at 12:30pm, specialist observed, C3, 1 of 10 children's records reviewed lacked the required information on the Child's Information Form as the following information was omitted: Child's name, birth date, sex, date of admission, name of parents and the home address of both child and parents, phone numbers where parents may be reached while child is in care, name and phone number of person to contact in an emergency if parents cannot be located promptly, name and phone number of child's physician and dentist(if applicable), any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, (if applicable), any special dietary restrictions or food allergies or intolerances (if applicable); signed and dated by parent and updated as changes occur.

### 1515.A.2.: Emergency Medical Treatment

Not Met

1515.A.2.: Written authorization signed and dated by the parent to secure emergency medical treatment;

#### Finding:

1515.A.2. Based on record review: During specialist visit on 6/3/19 at 12:30pm, specialist observed C1, 1 of 10 Children's records lacked a signed and dated parental authorization to secure emergency medical treatment.

### 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, local school district staff, and departmental staff other than those responsible for inspecting centers:

1. an information form that includes the person's name, address and phone number
2. a list of duties performed while present at the center; and
3. documentation CCCBC-based determination of eligibility for child care purposes from the department or documentation of the adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was at the center when children were present, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while at the center when children were present, and the signature of both the contractor and the accompanying staff member.

#### Finding:

1717.A. Based on record review: Specialist observed at 1:00pm, S1 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 for O1, O2, and O3.

### 1723.A.&B.: CPR Certification

Not Met

1723.A.&B.: A. Infant and child CPR. Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in infant and child CPR through training approved by the department.

B. Adult CPR. Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in adult CPR through training approved by the department.

#### Finding:

1723. A.&B: Based on record review: During specialist visit on 6/4/19, at 11:30am, S1 did not have documentation that at least fifty percent (50%) of all staff on the premises and accessible to the children or at least four staff on the premises and accessible to children, whichever is less, have current certification in infant and child CPR through training approved by the department. 0 of 12 staff had documentation of this certification. Specialist observed 5 staff completed training not approved by the department.

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### 1723.C.: Pediatric First Aid

Not Met

1723.C.: Pediatric First Aid. Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in pediatric first aid through training approved by the department.

#### Finding:

1723.C. Based on record review:

During specialist visit on 6/4/19, at 11:30am, S1 did not have documentation that at least fifty percent (50%) of all staff on the premises and accessible to the children or at least four staff on the premises and accessible to children, whichever is less, have current certification in Pediatric First Aid through training approved by the department. 0 of 12 staff had documentation of this certification. Specialist observed 5 staff completed training not approved by the department.

### 1807.C.: CCCBC-Based Determinations of Eligibility for Visitors and Contractors

Not Met

1807.C.: C. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each visitor or independent contractor of any kind, and shall have documentation of said determination available at all times for inspection upon request by the licensing division, unless the visitor or independent contractor, other than therapeutic professionals as defined in §103, will be accompanied at all times while at the center when children are present, by an adult staff member who is not being counted in child-to-staff ratios. The center shall have documentation of said determination of eligibility, or documentation of the accompanying staff member, available at all times for inspection upon request by the Licensing Division.

#### Finding:

1807.C. Based on record review: During specialist visit on 6/4/19, at 11:30am, A CCCBC-based determination of eligibility for child care purposes from the department was not obtained for each independent contractor, prior to the person being present at the center or performing services as evidence by: During specialist visit on 6/3/19, specialist observed O1 was present in the center on 3/11/19, 4/8/19, 5/6/19, and 6/3/19. The Center did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied O1 at all times while on the center premises.

During specialist visit on 6/3/19, specialist observed O2 was present in the center on 1/24/19, 1/31/19, 2/7/19, 2/14/19, 2/21/19, 3/28/19, 4/3/19, 4/25/19 and 5/2/19. The Center did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied O2 at all times while on the center premises.

During specialist visit on 6/3/19, specialist observed O3 was present in the center on 3/1/19, 3/11/19, 4/1/19, 4/29/19, 5/13/19, and 5/31/19. The Center did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied O3 at all times while on the center premises.

### 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: S1 failed to completed tornado drills during the month of March, April, and May 2019.