

## 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 on 06/07/18, the daily attendance log for children did not include first and last name, the time of departure of each child and the name of the person to whom the child was released based on review of daily attendance records dated 06/01/18, 06/04/18, 06/05/18, and 06/07/18. On 06/01/18, 6 of 7 of the children present in the center were not properly signed out as the first and last name of person or entity to whom the child is released was not provided and 3 of 7 did not include the last name of the child. On 06/04/18, 8 of 11 of the children present in the center were not properly signed out as the first and last name of person or entity to whom the child is released was not provided, 3 of 11 did not include a departure time, and 2 of 11 did not include the last name of the child. On 06/05/18 10 of 10 of the children present in the center were not properly signed out as the first and last name of person or entity to whom the child is released was not provided and 4 of 10 did not include the last name of the child. On 06/07/18 2 of 14 of the children present in the center were not properly signed out as the first and last name of person or entity to whom the child is released was not provided.

S2 did not provided a daily attendance record for 06/06/18.

### 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 observations/record review: A CCCBC-based determination of eligibility for child care purposes from the department was not obtained for each staff member (S6), prior to the person being present at the center or performing services as evidence by: based on review of the staff daily attendance dated 05/28/18-06/08/18, S6 was present on 06/04/18 and 06/06/18. S2 stated that S6 had a previous CBC that was completed by another center, but that S6 has not completed a CCCBC. S6 was not present on 06/07/18.