

## Statement of Deficiencies

### 1507-B: Daily Attendance Records - Staff and Owners

Not Met

1507-B: A daily attendance record for all staff members and owners shall be maintained that shall:

1. include the first and last name of the staff member or owner and arrival and departure times;
2. accurately reflect the staff members and owners on the center premises at any given time; and
3. be used to document staff members and owners who leave and return to the center during the day

#### Finding:

1507-B: Daily Attendance Records- Staff and Owners: Based on record review the center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by on 6/12/18 the center failed to any staff signed in. The center staff corrected the attendance log prior to the Specialist leaving the center.

### 1715-A.2: Photo Identification

Not Met

1715-A.2: Personnel files for each staff member shall be maintained at the center and shall include the following:  
copy of a state or federal government issued photo identification;

#### Finding:

1715-A.2: Photo Identification: Based on record review on 6/12/18 the center did not have a copy of State or federal government issued photo Identification for 3 of 7 available for review. S1, S5 and S6 added copies of the their state of federal government issued identification prior to the Specialist leaving the center.

### 1719-A.-B.: Orientation Training

Not Met

1719-A.-B.: Within seven calendar days of date of hire, and prior to assuming sole responsibility for any children, each staff member shall receive orientation to the policies and practices of the center that at a minimum shall include:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices,

Within 30 calendar days of date of hire, each staff member shall receive orientation to the additional policies and practices of the center that at a minimum shall include:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention;

#### Finding:

1719-A.-B.: Orientation Training: Based on record review on 6/12/18 the center lacked documentation that 1 of 7 staff, S2, received additional orientation within thirty days of date of hire. S2 was hired on 8/5/17 and should have completed 30 day training on or by 9/5/17.

### 1911-E: Daily Reports for Infants

Not Met

1911-E: Daily Reports for Infants. Written reports that include the liquid intake, food intake, disposition, bowel movements and eating and sleeping patterns shall be given to the parents of infants on a daily basis. Reports shall be kept current throughout the day.

#### Finding:

1911-E: Daily Reports for Infants: Based on record review on 6/12/18 the center lacked a daily written report for 3 of 3 infants in S6's classroom. When the Specialist asked S6 where the daily infant report were she stated that none of the children had eaten. Specialist then replied by asking if any toileting incidents had occurred. S6 stated that toileting had occurred and the Specialist encouraged her to start and update her reports prior to the Specialist departure. S6 completed and updated the infant reports while the Specialist was still on the premises completing the inspection.