

Statement of Deficiencies

1513-A.1-2: Schedules

Not Met

1513-A.1-2: An early learning center shall establish in writing and post the following schedules:

1. Schedule of days and hours of operation, including scheduled days and holidays when center is closed; and
2. Daily schedule that includes times of planned activities, including early learning activities, allowing for flexibility and change.

Finding:

1513-A.1-2 Based on observations:

Provider did not have a Posted Daily schedule that includes times of planned activities, including early learning activities, allowing for flexibility and change. Specialist observed in two classrooms (3 year old and 3-4 year old classes) did not have a schedule posted showing times of planned activities, including early learning activities, allowing for flexibility and change.

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, Department of Education, Office of Early Childhood staff and local school district staff:

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 of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center or documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review: Provider 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. Specialist observed that 8 of the 9 Independent Contractors did not have an information form to include the person's name, address and phone number and a list of duties performed while present at the center.

1901-Q: Staff Personal Belongings

Not Met

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

Finding:

1901-Q Based on observations: The personal belongings of center staff member was accessible to children in the infant-1 year old room. Purse was sitting on a bottom shelf accessible to the children in the room.