

Statement of Deficiencies

7303-C.4: Notification of Changes

Not Met

7303-C.4: The Bureau shall be notified prior to making changes which may have an effect upon the license, e.g., age range of children served, usage of indoor and outdoor space, director, hours/months/days of operation, transportation, etc.

Finding:

7303-C.4 Based on record review/interview(s):

The Director did not notify the Licensing Section prior to making changes that had an effect on the license as the provider, provided field trip transportation on 6/21/13 without prior approval from the Licensing Section.

7305-C: Waiver of Liability

Not Met

7305-C: Parents shall not be required to waive the provider's responsibility.

Finding:

7305-C Based on interview(s): Parents are required to waive the provider's responsibility in the event of an accident or injury as documented for field trip taken 6/21/13

7312-C: Annual Review

Not Met

7312-C: All staff, including substitutes and foster grandparents, shall have a signed and dated checklist/statement that the following topics are annually reviewed:

- center policies and practices including health and safety procedures;
- emergency and evacuation plan;
- supervision of children;
- discipline policy;
- job description;
- individual needs of the children enrolled;
- detecting and reporting child abuse and neglect;
- current Child Day Care Class "A" Minimum Standards;
- confidentiality of information regarding children and their families.

Finding:

7312-C Based on record review:

Documentation of the annual review of orientation topics for all staff files reviewed, did not include emergency evacuation and Class A standards.

7321-K: Incidents and Accidents

Not Met

7321-K: Incidents, injuries and accidents shall be documented. Documentation shall include name of child, date and time of incident, location where incident took place, description of how incident occurred, part of body involved, and actions taken. Documentation of all incidents/injuries/accidents shall include time of parental notification and signature of person notifying the parent. The parent or designated person shall be notified immediately in the following situations:

- blood not contained in an adhesive strip;
- head injury;
- human bite which breaks the skin;
- any animal bite;
- an impaled object;
- broken or dislodged teeth; or
- any injury requiring professional medical attention.

Finding:

7321-K Based on record review:

The Provider did not have documentation of immediate notification to the parent or designated person when the following occurred to a child: A child bumped his head on a book shelf and recieved a bruise above his left eye. Incident occurred at 10:30 am on 2/20/13 and there was no documentation of time of parental notification.

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7328.H.1: Tornado Drills

Not Met

7328.H.1: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June. Drills shall be conducted at various times of the day to include all children (children attending on certain days only and/or at certain times only) and shall be documented. Documentation shall include:

date and time of drill;

number of children present;

problems noted during drill and corrections noted; and

signatures (not initials) of staff present.

NOTE: For additional information contact the Office of Emergency Preparedness (Civil Defense) in your area.

Finding:

7328.H.1 Based on record review: There was no documentation of a tornado drill done in March of 2013.

7333-A.1.f: Vehicles Visual Check

Not Met

7333-A.1.f: The driver or staff person shall check the vehicle and account for each child upon arrival and departure at each destination to ensure no child is left on the vehicle or at any destination. Documentation shall include the signature of the person conducting the check and the time the vehicle is checked for each loading and unloading of children.

Finding:

7333-A.1.f Based on interview(s):

The Provider did not have documentation that the drivers or a staff persons checked the vehicle during field trip taken on 6/21/13.
