

## **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/interview on 6/25/2020, S1 lacked documentation of a daily attendance record for children that included the time of arrival and departure of each child and the first and last name of the person to whom the child was released. A total of 24 children were present on the premises. The daily attendance record failed to have the arrival time for each child. S1 stated she was under the impression that she only needed to document the children's temperature and no longer needed to record arrival and departure times.

Corrective Action Plan: Effective 6/25/2020, S1 stated staff will ensure that the arrival and departure times for each child will be documented on the children's attendance record. The first and last name of the person or entity to whom the child is released will be documented.

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