

## Statement of Deficiencies

### 1715-A.4: Criminal Background Check

Not Met

1715-A.4: Personnel files for each staff member shall be maintained at the center and shall include the following: documentation of a fingerprint based satisfactory criminal background check

**Finding:**

1715-A.4 Based on record review: Personnel files for staff S10, S11, S12 and S13 did not show written documentation of their Criminal Background Clearances. The Center received Current Criminal Background Clearances for S10, S11, S12 and S13 but the wrap sheets were not available for Licensing specialist's review. S10, S11, S12 and S13 were on the premises and working with children on the day of the Licensing inspection.

### 2101-A.14: Vehicle - Liability Insurance

Not Met

2101-A.14: Centers shall maintain at all times current commercial liability insurance for the operation of center vehicles to ensure medical coverage for children in event of accident or injury. This policy shall extend coverage to any staff member who provides transportation for any child in the course and scope of his/her employment. The provider is responsible for payment of medical expenses of a child injured while in the center's care. Documentation shall consist of the insurance policy or current binder that includes the name of the early learning center, the name of the insurance company, policy number, period of coverage and explanation of coverage. If transportation is provided by parents for field trips or transportation is provided by contract, whether daily or field trip, a copy of the current liability insurance shall be maintained on file at the center.

**Finding:**

2101-A.14 Based on record review: The center has a contractual transportation service to transport the center's children on field trips. A copy of the contractual transportation service's current liability insurance was not maintained on file at the center. The last contractual insurance expired effective 02/23/2017. The center's last field trip utilizing the contractual bus service was on 06/26/2017. The Center received the updated contractual insurance by fax on 06/28/2017.

### 2101-A.15: Transportation - Contract to Provide Transportation

Not Met

2101-A.15: Centers using contract transportation shall maintain a copy of the written contract that includes an express provision stating that the contractor shall comply with all state laws and regulations, as amended, regarding motor vehicles, including but not limited to seat belts and child restraints.

**Finding:**

2101-A.15 Based on record review: The Provider contracted for transportation and there was not a contract signed by the provider and a representative of the transportation agency outlining circumstances under which transportation will be provided and that includes an express provision stating that the contractor shall comply with all state laws and regulations, as amended, regarding motor vehicles, including but not limited to seat belts and child restraints. The center's last field trip utilizing the contractual bus service was on 06/26/2017.