

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 Based on record review, observation and interview: S2 stated that the center did not maintain documentation of a daily attendance records for Staff and Director, to include the time of arrival and departure on the property, for review at the time of the licensing visit on 06/29/2017. S2, who is the director designee, stated that she did not have her records here at the center because she had left them at home. S2 stated that the center also did not have attendance records for S8, the director, on the property because S8 was currently out on medical leave and her records with her at home.

1707-A.1&2: Required Staffing - Director/ Director Designee

Not Met

1707-A.1&2: Each center shall have a qualified director or qualified director designee.

1. The director or director designee shall be an on-site, full-time staff person at the center during the day time hours of operation (prior to 9:00 p.m.).
2. The director or director designee shall be responsible for planning, managing, and controlling the center's daily activities, as well as responding to parental concerns and ensuring that minimum licensing requirements are met.

Finding:

1707-A.1: Based on record review and interview: The specialist could not verify at the licensing visit that the center had a director or designee on site as a full-time staff person during the day hours of operation (prior to 9:00pm), due to the Director, S8 and Designee S2, not having their attendance logs on the property for review at the licensing visit on 06/29/2017. S2, the director designee, however, was present at the time of the licensing visit on 06/29/2017, but no other days could be verified for either S8 or S2 as of 06/29/2017as relating to their presence on the premises.