

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(s) on 7/8/2019, the children who left and returned to the center during the day were not signed in/out as required. Per S2's verbal statement the afterschool children had been taken on a field trip to Plant Fun but they had not been signed out. According to the children sign in log, there were 40 children signed in. There were 26 children were present during the walkthrough and 14 children had been taken on the field trip. There failed to be any documentation as to the number of children taken on the field trip until they returned to the center at 11:30 am. Specialist was given a copy of the filed trip transportation log completed.

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 on 7/8/2019, the daily attendance record failed to accurately document the departure time for S3 and S4 who left the center for a field trip. According to the the visitor log which documented their time of departure, they signed out at 9:45 am but the field trip log stated that they left the center at 9:40 am and arrived at the destination at 9:45 am.

1711.J.: Field Trip - Minimum Child to Staff Ratio

Not Met

1711.J.: Field Trips - Minimum Child to Staff Ratios

1. Minimum child to staff ratios, plus one additional adult, shall be met for all field trips.
2. An adult staff member from the center shall be present with each group of children.
3. At no time shall a child or group of children be left alone without an adult staff member present unless the child is supervised by the parent of the child or designated representative authorized in writing by the parent.

Finding:

1711.J. Based on interview(s) on 7/8/2019: Although child/staff ratio was met, the provider did not have one additional adult present on the field trips taken on 7/3/2019 and 7/8/2019. Specialist noted that S4 was the only staff documented to have been going and returning on the field trip transportation logs. Specialist observed S3, the driver in the center at 10:00 am, on 7/8/2019. Specialist inquired which staff were on the field trip and was advised that S4 was the only staff on the field trip with the children because S3 just drops them off and returns to the center. S2 had S3 to return back to Planet Fun. Per S1 and S2's verbal statement, they were not aware that there had to be an additional adult on the field trip if the teacher was in ratio.

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, local school district staff, and departmental staff other than those responsible for inspecting centers:

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 CCCBC-based determination of eligibility for child care purposes from the department or documentation of the adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was at the center when children were present, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while at the center when children were present, and the signature of both the contractor and the accompanying staff member.

Finding:

1717.A. Based on record review on 7/8/2019, there failed to be an independent contractor record on file for O1, and O3, to include their name, address, phone number, and list of duties performed while present at the center. According to the visitor log dated from 12/12/2018-7/8/2019, O1 was present in the center on 4/24/2019 and 4/25/2019 and O3 was present in the center on 5/3/2019.

Statement of Deficiencies

1723.A.&B.: CPR Certification

Not Met

1723.A.&B.: A. Infant and child CPR. Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in infant and child CPR through training approved by the department.

B. Adult CPR. Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in adult CPR through training approved by the department.

Finding:

1723.A&B. Based on record review on 7/8/2019, S1 failed to have documentation that at least fifty percent (50%) of all staff on the premises and accessible to the children or at least four staff on the premises and accessible to children, whichever is less, had current certification in infant, child, and adult CPR through training approved by the department. 2 of 6 staff had documentation of this certification. S2 and S6 had the certification. Correction was not made prior to Specialist departure.

1723.C.: Pediatric First Aid

Not Met

1723.C.: Pediatric First Aid. Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in pediatric first aid through training approved by the department.

Finding:

1723.C. Based on record review on 7/8/2019, S1 did not have documentation that at least fifty percent (50%) of all staff on the premises and accessible to the children or at least four staff on the premises and accessible to children, whichever is less, had current certification in Pediatric First Aid through training approved by the department. 2 of 6 staff had documentation of this certification. S2 and S6 had the certification. Correction was not made prior to Specialist departure.

1807.C.: CCCBC-Based Determinations of Eligibility for Visitors and Contractors

Not Met

1807.C.: C. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each visitor or independent contractor of any kind, and shall have documentation of said determination available at all times for inspection upon request by the licensing division, unless the visitor or independent contractor, other than therapeutic professionals as defined in §103, will be accompanied at all times while at the center when children are present, by an adult staff member who is not being counted in child-to-staff ratios. The center shall have documentation of said determination of eligibility, or documentation of the accompanying staff member, available at all times for inspection upon request by the Licensing Division.

Finding:

1807.C. Based on record review on 7/8/2019, there failed to be documentation that an eligibility check was conducted for O1, O2, and O3, who were present in the center while children were present to ensure that they had a CCCBC-based determination of eligibility for child care purposes from the department. There also failed to be documentation that O1, O2, and O3 were accompanied by a staff member at all times while at the center, by a staff that was not being counted in the child-to-staff ratio. O1 was in the center on 4/25/2019, O2 was in the center on 5/3/2019, and O3 was present in the center on 5/3/2019.

2103.F.: Passenger Transportation Log

Not Met

2103.F.: Passenger Log

1. A current passenger log for each trip shall be used to track children and staff during transportation.
2. The log shall be maintained on file at the center and a copy shall be provided to the driver or monitor.
3. The following shall be recorded in the passenger log:
 - a. date the transportation is provided;
 - b. name of the child;
 - c. name of driver and staff members;
 - d. pick up and drop off locations;
 - e. time child was placed on the vehicle;
 - f. time child was released and name of the person or entity to whom child was released; and
 - g. signature of staff person completing the log.

Finding:

2103.F. Based on record review on 7/8/2019, the passenger transportation logs for the weeks of 5/6/2019-5/10/2019, 5/13/2019-5/17/2019, and 5/20/2019-5/22/2019, failed to have documentation of the time the children were released when they were released to the center after being picked up from school.

Statement of Deficiencies

2105.A.: Parental Authorization - Field Trip

Not Met

2105.A.: The center shall obtain and maintain a signed parental authorization for each field trip.

Finding:

2105.A. Based on record review on 7/8/2019, the signed parental authorization for field trip taken or schedule to be taken was incomplete, as the form forms failed to include the date and time that the field trips would be take place taken. According to the field trip permission slips reviewed, the form only stated that the field trips would be taken during the months of June and July. There failed to be documentation of each date and time the field trips would take place.
