

Statement of Deficiencies

1501-A: Operations

Not Met

1501-A: A center shall operate within the licensed capacity, age range, hours of operation and other specific services designated on its license.

Finding:

1501-A Based on observations on 7/9/18, S1 made changes that had an effect on the license as the provider is licensed to care for children ages 1 yr to 4 year olds and children ages 5 years old and 9 years old were being cared for on the childcare premises as LS observed S4 supervising 3 children in a building adjacent to the center at approximately 2:05 pm. The children ages were 4, 5, and 9 years old.

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 7/9/18, S1 did not maintain documentation of a daily attendance record for Staff and Owners, to include the time of arrival and departure as LS observed S7 was not on the center premises during the walk through. S1 stated that S7 left approximately 15 minutes after arrival. LS observed S7 was signed in at 7am and failed to sign out on the center's daily attendance documentation.

1515.A.1: Child Records and Cumulative Files

Not Met

1515.A.1: A cumulative file shall be maintained on each child that shall include the following records:

1. An information form signed and dated by the parent and updated as changes occur, that contains:
 - a. name of child, date of birth, sex, date of admission;
 - b. name of parents and the home address of both child and parents;
 - c. phone numbers where parents may be reached while child is in care;
 - d. name and phone number of person to contact in an emergency if parents cannot be located promptly;
 - e. name and telephone number of child's physician, if applicable;
 - f. name and telephone number of the child's dentist, if applicable;
 - g. any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable;

Finding:

1515.A.1 Based on record review on 7/9/18, 3 of 3 children's records reviewed did not contain a Child's Information Form as S1 was unable to provide the records for C1, C2, and C3 during the center visit.

1515-A.2: Emergency Medical Treatment

Not Met

1515-A.2: Written authorization signed and dated by the parent to secure emergency medical treatment;

Finding:

1515-A.2 Based on record review on 7/9/18, 3 of 3 children's records lacked a signed and dated parental authorization to secure emergency medical treatment as S1 did not have this information available for LS review during the center visit.

1515-A.3: Releasing of Children

Not Met

1515-A.3: Written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center.

- a. The parent may further authorize additional individuals via a text message, fax or email to the center in unplanned situations and follow it with a written authorization.
- b. A child shall never be released to anyone unless authorized in writing by the parent.
- c. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
- d. The center shall verify the identity of the authorized person prior to releasing the child.

Finding:

1515-A.3 Based on record review on 7/9/18, S1 did not have written authorization signed and dated by the parent noting the first and last names of

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individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center as S1 did not have this information available for LS review during the center visit.

1515-A.4: Special Diets

Not Met

1515-A.4: Special Diets

- a. Unless the program is officially on the Child and Adult Care Food Program (CACFP), a parent may request special diet adjustments (i.e. no milk on a particular day).
- b. If a center is on the CACFP, a written statement from a health care provider is required when the child requires a special diet for medical reasons.
- c. A written statement from the parent is required when the child requires a modified diet.

Finding:

1515-A.4 Based on record review on 7/9/18, S1 failed to have documentation to verified whether C1, C2, and C3 required a special diet for medical reasons as S1 was unable to provide this information during the center visit.

1515-B: Consent to Release

Not Met

1515-B: Consent to Release. The center shall obtain written consent from the parent prior to releasing any information, recordings, or photographs from which the child might be identified, except to authorized state and federal agencies. This one time written consent shall be obtained from the parent and updated as changes occur.

Finding:

1515-B Based on record review on 7/9/18, S1 did not obtain written, information, recordings, or photographs from which the child might be identified, except to authorized state and federal agencies as S1 was unable to provide this information during the center visit.

1711-A-B-D-G: Child to Staff Ratio

Not Met

1711-A-B-D-G: A. Child to staff ratios are established to ensure the safety of all children.

B. Minimum child to staff ratios shall be met at all times.

1. There shall be a minimum of two staff members present at an early learning center when more than one child is present.
2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.

D. Minimum Child to Staff Ratios for Type II and Type III centers:

Ages of Children	Ratio
Infants under 1 year	5:1
1 year	7:1
2 years	11:1
3 years	13:1
4 years	15:1
5 years	19:1
6 years and up	23:1

G. Mixed Age Groups - Minimum Child to Staff Ratios

1. An average of the child to staff ratios may be applied to mixed age groups of children ages 2, 3, 4 and 5
2. Child to staff ratios for children under age two are excluded from averaging.
3. When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
4. An average may be applied to a mixed age group consisting only of children ages 5 and older.

Finding:

1711-A-B-D-G Based on observations on 7/9/18, S1 failed to meet the required child to staff ratio for children of the following ages: 4 year, 5 year, and 9 years old as LS observed S4 supervising (3) children during the center visit. Due to S4 not being a center staff but a pastor of the church on the center premises, child to staff ratio was not met at all times. The three children were supervised by S4 from approximately 1:54 pm - 2:06 pm. The required ratio for children of this age is 19 children per 1 staff person.

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1711-K: Non-vehicular Excursions - Minimum Child to Staff Ratio

Not Met

1711-K: Non-vehicular Excursions - Minimum Child to Staff Ratios

1. Minimum child to staff ratio, plus one additional adult, shall be met for all non-vehicular excursions.
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 child's parent or designated representative authorized in writing by the parent on the non-vehicular excursions.

Finding:

1711-K Based on observations on 7/9/18, S1 did not meet the required child/staff ratio plus one additional adult for Non-Vehicular Excursion to the building adjacent to the center as LS observed children of the following ages: 4, 5, and 9 with 0 staff. S1 also failed to have an additional staff member present as LS observed S4 (pastor not staff member) supervising C1, C2, and C3 in the adjacent building during the center visit.

1713-A&B&C: Supervision

Not Met

1713-A&B&C:

- A: Children shall be supervised at all times in the center, on the playground, on field trips, on non-vehicular excursions, and during all water activities and water play activities.
- B: Children shall not be left alone in any room, (except the restroom as indicated in Subsection G), outdoors, or in vehicles, even momentarily, without staff present.
- C: A staff person shall be assigned to supervise specific children whose names and whereabouts that staff person shall know and with whom the staff person shall be physically present. Staff shall be able to state how many children are in their care at all times.

Finding:

1713-A&B: Based on observation on 7/9/18, children were not under supervision at all times as LS observed S3 taking (3) children: C1, C2, and C3 out of the classroom. During the center visit, S1 informed LS that the 3 children were meeting with S4 in the building adjacent to the center. LS observed C1, C2, and C3 in a room with S4 as well as O1 during the center visit. At that time S1 escorted the children back to the center. The children were with S4 from approximately 1:55 pm to 2:06 pm.

1715-A.1.3.: Staff Records and Personnel Files

Not Met

1715-A.1.3.: Personnel files for each staff member shall be maintained at the center and shall include the following:

- An application or staff information form containing the following information: name, date of birth, home address and phone number, training, work experience, educational background and hire date;
- Upon termination or resignation of employment, the last date of employment and reason for leaving; and

Finding:

1715-A.1.3. Based on record review on 7/9/18, S1 did not have an application/staff information form to include name, date of birth, home address and phone number, training, work experience, educational background, hire date for staff: S4 as LS did not observe this information in S4's file.

1719-A.-B.: Orientation Training

Not Met

1719-A.-B.: Within seven calendar days of date of hire, and prior to assuming sole responsibility for any children, each staff member shall receive orientation to the policies and practices of the center that at a minimum shall include:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices,

Within 30 calendar days of date of hire, each staff member shall receive orientation to the additional policies and practices of the center that at a minimum shall include:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention;

Finding:

1719-A.-B. Based on record review on 7/9/18, S1 lacked documentation that 2 of 7 staff, S4 and S7, received additional orientation training prior to assuming sole responsibility for any children as LS observed S4 failed to have the following training:

1. child abuse identification and reporting;

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2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices,

Within 30 calendar days of date of hire, each staff member shall receive orientation to the additional policies and practices of the center that at a minimum shall include:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention;

as LS observed S4 supervising 3 children ages 4, 5, and 9 during the center visit. S4 currently not a hired staff, therefore, S4 does not have a date of hire. S7 failed to have a complete orientation form as LS observed a blank orientation form in S7's file.

1901-J.-K.: Items That Can be Harmful to Children

Not Met

1901-J.-K.: J. Items that can be harmful to children, such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils, shall kept in a locked cabinet or other secure place that ensures they are inaccessible to children.
K. Plastic bags, when not in use, regardless of purpose or use, shall be made inaccessible to children.

Finding:

1901-J.-K. Based on observations on 7/9/18, items that can be harmful to children, such as equipment and tools were not kept in a locked cabinet or other secure place that ensures they are inaccessible to children as LS observed the following: (1) rubber mallet, (3) locks, (1) chain, (1) water spout, and other tool items located on a display board called the "tool shed" in one of the classrooms measured by LS during the center visit.

2109-A: Non-vehicular Excursions - Parental Authorization

Not Met

2109-A: Written parental authorization shall be obtained for all non-vehicular excursions. Authorization shall include the name of the child, type and location of the activity, date and signature of the parent, and shall be updated at least annually.

Finding:

2109-A Based on record review on 7/9/18, S1 did not obtain written parental authorization for all non-vehicular excursions in 3 of 3 children's files reviewed as S1 failed to have this information available during the center visit.

2109-B: Non-vehicular Excursions - Records

Not Met

2109-B: Centers shall maintain records of all non-vehicular excursion activities to include the date, time, list of children, staff, and other adults, and type of activity.

Finding:

2109-B Based on record review on 7/9/18, S1 did not maintain a record of all non-vehicular excursion activities as LS observed S1 failed to complete a non-vehicular excursion today as LS observed C1, C2, and C3 in a building adjacent to the center during the visit at approximately 2:05 pm.