

Statement of Deficiencies

713.A: Office of Public Health, State Fire, City Fire, Office of Early Childhood approval

Not Met

713.A: Current approvals by the Office of Public Health, Office of State Fire Marshal, City Fire (if applicable), Office of Early Childhood and the Licensing Division shall be required before the expiration of an existing license.

Finding:

713.A Based on record review on 7/20/17 S1 lacked documentation of a current annual inspection and approval from Office of Public Health as per the certificate last approval is dated 9/22/15, State Fire Marshal last approval is dated 9/1/15 per S1 the fire marshal came to the center in March 2017 to complete an inspection but did it in the name of the prior daycare and daycare owner's name. S1 stated that she contacted them but has not received any corrected information as of yet.

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 7/20/17 S1 did not maintain documentation of a daily attendance record for Staff and Owners, to include the time of arrival and departure as S3 signed in on 7/6/17 but failed to sign out. S3 signed in on 7/13/17 but failed to sign out.

1509-A.4: Disclosure of Information Policy

Not Met

1509-A.4: Disclosure of Information Policy that provides notice to parents of the licensing authority of the Licensing Division and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the Department of Education's website.

Finding:

1509-A.4 Based on record review on 7/20/17 S1 does not have a disclosure of information policy that provides notice to parents of the licensing authority of the Licensing Division and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the Department of Education's website. S1 wrote policy out during the licensing visit.

1511-A.3: Receiving and Releasing Children procedure

Not Met

1511-A.3: An early learning center shall establish in writing and implement procedures for: Receiving and releasing a child from the center.

Finding:

1511-A.3 Based on record review on 7/20/17 S1 did not have a written procedure available that established how she and her staff receive and release the children from the center. S1 wrote out the procedure for receiving and releasing children during the licensing visit.

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&2: Based on record review on 7/20/17 S1 is the director of the center however according to her staff sign in log she is not an on-site full time staff person at the center during the day time hours of operation (prior to 9:00 p.m.) and 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. As of July 5, 2017 S1 has only signed in on July 17, 2017 at 6:30am but failed to sign out. A director must be on site for at least 32 hours a week.

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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/record review on 7/20/17 S1 did not have at a minimum of 2 child care staff present at an early learning center when more than one child is present as one staff was supervising 3 children age 1,2 and 12. S2 signed in at 8:00am and was the only staff signed in and the only staff present when I arrived at 9:45 am. S3 did not arrive until 10:00am and S1 arrived at 10:20 am.

1713-E&F: Supervision Participation

Not Met

1713-E&F:

E: While supervising a group of children, staff shall devote their time to supervising the children, meeting the needs of the children, and participating with them in their activities.

F: Staff duties that include cooking, housekeeping or administrative functions shall not interfere with the supervision of children.

Finding:

1713-E&F: Based on observation on 7/20/17 While supervising a group of children, childcare staff did not devote their time to supervision of the children, meeting the needs of the children, and in participation with the children in their activities; staff was observed to have been preparing breakfast sandwiches in the microwave for the 1 and 2 yr old children as S2 was the only staff present in the center upon my arrival.

1715-A.2: Photo Identification

Not Met

1715-A.2: Personnel files for each staff member shall be maintained at the center and shall include the following:
copy of a state or federal government issued photo identification;

Finding:

1715-A.2 Based on record review on 7/20/17 S1 did not have a copy of a State or federal government issued photo Identification available for review for herself or for S3 in the personnel file. S1 made copies and placed it in the appropriate file during the visit.

1715-A.5: State Central Registry

Not Met

1715-A.5: Personnel files for each staff member shall be maintained at the center and shall include the following:
documentation of a current, completed state central registry disclosure form indicating no justified (valid) finding of abuse or neglect by the DCFS, or a current determination from the DCFS indicating that the individual does not pose a risk to children.

Finding:

1715-A.5 Based on record review on 7/20/17 S1 failed to have documentation of a completed state central registry disclosure form (SCR 1) prior to an individual being present in or providing services to the center on site and available for review at the center(1705.A-B). 1 of 5 staff, staff identifiers S3 failed to have documentation of the completed form. Staff were on the premises on 7/5/17 at 8:57am until 7:58pm; 7/6/17 at 9:02am but no sign out date; 7/10/17 at 10:01 am until 5:00 pm; 7/11/17 at 9:59am until 5:21 pm; 7/12/17 at 9:55 am until 5:36pm; 7/13/17 at 9:57 am but no sign out date;

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7/17/17 at 10:08 am until 5:04pm; 7/18/17 at 9:55 am until 5:33pm; 7/19/17 at 8:07am until 4:49 pm. date(s) S3 failed to have documentation of the completed form. Staff were on the premises as observed by the licensing specialist. Provider corrected during licensing inspection.

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 7/20/17 S1 lacked documentation that 1 of 5 staff, S3, received any orientation within 7 days or thirty days of date of hire. According to S3 her hire date was 11/1/16. S1 had S3 to complete the form during the licensing visit.

1901-C: End-of-Day Check

Not Met

1901-C: The entire center and play yard shall be checked after the last child departs to ensure that no child is left at the center and this check shall be documented. Documentation shall include date, time of visual check, and signature of the staff conducting the visual check.

Finding:

1901-C Based on record review on 7/20/17 S1 did not document that the entire center and play yard is checked after the last child departs to ensure that no child is left unattended at the center on 7/19/17. S1 does not have any prior months of the end of the day check available for review.

1907-C.2: Sleeping Arrangements Labeled

Not Met

1907-C.2: Individual sleeping accommodations shall be assigned to a child on a permanent basis and labeled, unless the cots or mats are sanitized daily.

Finding:

1907-C.2 Based on observations on 7/20/17 S2 had 4 children in the nursery area. 1 one yr old and 3 babies under 1. There are only 3 cribs in the nursery area. The 1 yr old and the 2 of the babies were in the crib leaving one of the babies without an assigned permanent labeled sleeping arrangement. S2 held the baby as she slept.

1909-E: Back to Sleep

Not Met

1909-E: "BACK TO SLEEP" signs shall be posted in the room where infants sleep.

Finding:

1909-E Based on observations on 7/20/17 S1 did not have BACK TO SLEEP signs posted in the rooms where infants sleep.

1915-A: Health Services - Observation

Not Met

1915-A: Observation. Upon arrival at the center, the physical condition of each child shall be observed for possible signs of illness, infections, bruises or injuries, and when something is observed, it shall be documented and such documentation shall include an explanation from the parent or child.

Finding:

1915-A Based on record review on 7/20/17 S1 has a observation for the month of July but does not have any daily observations for any prior months.

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1921-C: Evacuation Pack

Not Met

1921-C: Evacuation Pack. The center shall have an evacuation pack, the location of which is known to all staff, that at a minimum shall contain:

1. a list of area emergency phone numbers;
2. a list of emergency contact information and emergency medical authorization for all enrolled children;
3. an emergency pick up form;
4. first aid supplies, hand sanitizer, wet wipes, and tissue;
5. diapers for children who are not toilet trained and plastic bags for diapers;
6. a battery powered flashlight and radio and batteries;
7. food for children under the age of 4, including infant food and formula; and
8. disposable cups and bottled water.

Finding:

1921-C Based on observations on 7/20/17 S1 did not have a complete evacuation pack. S1 did have a small snaplock box that contained a flashlight, batteries and disposable cups, S1 stated that her staff used the items out of the box and failed to replenish it.
