

## Statement of Deficiencies

### 7305-H: Children's Daily Attendance

Not Met

7305-H: A daily attendance record for children, completed by the parent or center staff, including the time of arrival and departure of each child and the name of the person to whom the child was released, shall be maintained. This record shall accurately reflect the children on the child care premises at any given time. If the record is completed by center staff, that individual shall write the first and last name of the person to whom the child was released and sign his/her own name. Children who leave and return to the center during the day shall be signed in/out. A computerized sign in/out procedure is acceptable if the record accurately reflects the time of arrival and departure as well as the name of the person to whom the child was released.

#### Finding:

7305-H Based on observations/record review:

The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as specialist observed 21 children present in the center at 11:30 am and 20 children were signed in the center. At 11:55 am, 29 children were present and 21 children were signed in on the log.

### 7315-B: Child-to-Staff Ratio for Field Trips and Non-Vehicular Excursions

Not Met

7315-B: Child/staff ratio plus one additional adult shall be met for all field trips and non-vehicular excursions.

#### Finding:

7315-B Based on observations/record review/interview(s): Although child/staff ratio was met, the provider did not have one additional adult present on the field trip taken on 7/25/12, as evident by specialist observing S4 arriving at the center at 11:55 am with 8 children age (3) 4 year old; (3) 5 year old; (1) 7 year old and (1) 9 year old were on the field trip. Upon arrival specialist asked S4 if any other staff assisted in field trip and S4 indicated "she was the only staff present".

### 7319-N: Food Permitted In Center

Not Met

7319-N: Children are not allowed to bring food into the center except under the following circumstances:

1. Bottles formula/breast milk shall have labeled bottles and labeled caps/covers with the child's name or initials and refrigerated upon arrival.
2. Baby food shall be in the original unopened container and labeled with the child's name or initials.
3. When a child requires a special diet, a written statement from a medical authority shall be on file.
4. Children with food allergies/intolerance shall have a written statement signed by the parent indicating the specific food allergy/intolerance.
5. When a child requires a modified diet for religious reasons, a written statement to that effect from the child's parent shall be on file.
6. Refreshments for special occasions such as birthday parties and holidays, with prior approval from the director may be served.

#### Finding:

7319-N Based on observations: Children were permitted to bring in food that is not allowed under the requirements as evident by specialist observed at 11:55 am when 8 children arrived in the center from field trip C4 came into the center with SKITTLES from the movie theater as children were eating lunch.

### 7331-A: Transportation Arrangement Conforms to State Laws

Not Met

7331-A: Transportation arrangements shall conform to state laws, including seat belts and child restraints.

#### Finding:

7331-A Based on observations: The Provider's transportation arrangements did not conform to state laws, including seat belts and child restraints as evident by upon S4 arrival at 11:55a, specialist, conduct visual check of Van (Lic#ORE434) used on field trip (7/25/12); S4 had transported (3)- 4 year old children and (3)- 5 year old children needing booster seats to conform to State Law, Specialist observed NO BOOSTERS in the seats where children were seating at time of vehicle.

## Statement of Deficiencies

### 7333-A.1.a: Parental Authorization for Field Trips

**Not Met**

7333-A.1.a: The provider shall maintain a signed parental authorization for each field trip. Field trip authorization shall include the type of service (contract vehicle, center owned vehicle, parent vehicle) used to transport children, event, location, child's name, date and time of event, parent's signature and date.

**Finding:**

7333-A.1.a Based on observations/record review/interview(s): Specialist observed S4 field trip documentation and 4 of 8 children information reviewed the provider did not maintain a signed parental authorization for each field trip taken on 7.25.12. C9 is not listed on the Field trip log and was taken on the field trip and not C6, according to S4.

### 7333-A.1.b: Staff Required

**Not Met**

7333-A.1.b: At least two staff, one of whom may be the driver, shall be in each vehicle unless the vehicle has a communication device and child/staff ratio is met in the vehicle.

**Finding:**

7333-A.1.b Based on observations/record review/interview(s): The Provider did not have at least two adult staff, one of which may be the driver, in each vehicle. 8 children age- (3) 4 year old; (3) 5 year old; (1) 7 year old and (1) 9 year old were transported with the driver (S4) as the sole adult. S4 indicated to specialist "she was the only staff present on the field trip and was transporting children 4 and up to the movies."

### 7333-A.1.c: Record of Field Trips

**Not Met**

7333-A.1.c: The provider shall maintain a record of all field trips taken, to include date and destination, list of passengers (children, parents, staff) (going & returning) and method of transportation.

**Finding:**

7333-A.1.c Based on observations/record review/interview(s):

The Provider's record of all field trips taken was incomplete as it did not include documentation to include list of accurate children attending the event; children GOING and RETURNING TO THE CENTER; and Method of transportation being used. Specialist observed documentation did not have staff listed only staff conducting visual check of the vehicle.