

## Statement of Deficiencies

### 713.A.: Office of Public Health, State Fire, City Fire Approval

Not Met

713.A.: Annual licensing inspections by the department, current approvals by the Office of Public Health, Office of State Fire Marshal, and city fire (if applicable), and academic approval by the department (if type III center) shall be required before the expiration of an existing license. However, if a center has documentation establishing that the center requested an inspection by the Office of Public Health or the Office of State Fire Marshal prior to the expiration of the existing license, these approvals may be submitted to the department within 90 calendar days of the date of the license renewal.

**Finding:**

713.A. Based on record review: S1 lacked documentation of a current annual inspection and approval from City Fire. City Fire's expiration date is documented as 10/31/2018. This information was reviewed at 7:51 am. According to S1, the school management team is contacting the agencies to have this completed.

### 1503.D.: Waiver of Liability

Not Met

1503.D.: Parents shall not be required to waive the center's responsibility.

**Finding:**

1503.D. Based on record review: Parents are required to waive the center's responsibility (hold the center and staff harmless) in the event that a child has an accident or emergency that requires medical treatment, according to the emergency release form observed in the children's files. This information was reviewed at 8:12 am. According to S1, she was unable to locate the release forms in order to correct. S1 now has the correct form and will make the necessary corrections.

### 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 and interview: Daily attendance records were not met as S1 was clocked in on 7/8/19, 7/15/19, 7/17/19, 7/18/19 and 7/25/19. S1 clocked out on 7/18/19. According to S1 she was present every day in July except for the week of the 4th of July and weekends. This information was reviewed at 8:28 am.

### 1719.A.&B.: Orientation Training

Not Met

1719.A.&B.: A. Within seven calendar days of the first day present at the center, 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.

B. 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; and
6. CPR and first aid, as applicable

**Finding:**

1719 A & B: There was no documentation that one of nine staff, S5, received orientation within seven days and within thirty days of the first day present at the center and prior to having sole responsibility for any children. This information was reviewed at 7:48 am.