

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:

The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as on 7/26/17 Specialist observed two children C1 and C2 come into the center. According to S1, C1 and C2 were just starting and had not been put into the center's system. S1 stated that C1 and C2 were not signed in on 7/26/17.

1507-E: Daily Attendance Records - Visitors

Not Met

1507-E: A daily attendance record for all visitors to include the name, date of visit, arrival and departure times, and the purpose of the visit.

Finding:

1507-E Based on record review:

The center's visitor's daily attendance record did not accurately reflect when a Visitor was on the child care premises as evidenced by Specialist reviewed the center's visitor log dated from 3/8/17-7/26/17. Specialist noted that on 9 dates (3/8/17, 3/15/17, 3/16/17, 4/26/17, 5/10/17, 5/24/17, 6/21/17, 7/5/17, 7/12/17, 7/19/17, and 7/26/17 that visitors failed to sign in. On 2 dates(4/7/17and 7/26/17), the visitors signed in but failed to sign out.

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:

2 of 11 children's records reviewed did not contain a Child's Information Form. C1 and C2 started on 7/26/17 and did not have a child's information form on file at the center.

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/interview(s): C1 and C2 who started at the center on 7/26/17 failed to have a signed and dated parental authorization to secure emergency medical treatment.

Statement of Deficiencies

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 7/26/17 Specialist at 12:47pm checked classroom ratio for S2's classroom after noticing that 3 additional children arrived on the center premises and were taken to S2's classroom. Specialist observed during initial walk through 19 children ages 4 year-10 year. At 12:47 pm, S2 had a total of 22 children. The children were the following ages: 3 (4year olds), 8(5 year olds), 1 (6 year old), 4(7 year olds), 5(8 year olds), and 1(10 year old). S2 could only supervise 19 children alone.

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, Department of Education, Office of Early Childhood staff and local school district staff:

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 of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center or documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review:

Provider did not have documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center for independent contractor as evident by review of the center's visitor log. On 3/8/17, 4/7/17, and 6/7/17, O1 was present at the center. Her right to review which was dated 2/18/16 expired on 2/18/17. Center failed to have documentation of a paid, adult staff member not otherwise counted in child to staff ratios that accompanied O1 at all times while she was on the center premises.

Center failed to have a current documentation of a fingerprint based satisfactory criminal background check dated prior to O2 being present at the center on 3/8/17 completing observations. O1's right to review had a date of 8/25/15. Center failed to have documentation of a paid, adult staff member not otherwise counted in child to staff ratios that accompanied O1 at all times while she was on the center premises. O1 also failed to have and independent contractor information record form on file at the center.

Statement of Deficiencies

1915-B.&C: Health Services - Parental Notification

Not Met

1915-B.&C:

B. Reporting. Incidents, injuries, accidents, illnesses, and unusual behavior shall be documented and reported to the parent no later than when the child is released to the parent or authorized representative on the day of the occurrence.

C. Immediate Notification. The parent shall be immediately notified in the following circumstances:

1. blood not contained in an adhesive strip;
2. head or neck or eye injury;
3. human bite that breaks the skin;
4. animal bite;
5. impaled object;
6. broken or dislodged teeth;
7. allergic reaction skin changes (e.g. rash, spots, swelling, etc.);
8. unusual breathing;
9. symptoms of dehydration;
10. temperature reading over 101° oral, 102° rectal, or 100° axillary; or
11. injury or illness requiring professional medical attention.

Finding:

1915-B.&C: Based on review: On 1/27/17 a child was trying to stand in a crib and lost her balance which resulted in her hitting the right side of her head on the bar. The incident was documented to have happened at 3:00 pm. Center staff failed to notify the parent immediately.

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: The center evacuation pack failed to have the following: a list of area emergency phone numbers, a list of emergency contact information and emergency medical authorization for all enrolled children, an emergency pick up form, and food for children under the age of 4, including infant food and formula. The evacuation pack had 1 pack of chocolate chip cookies which had an expiration date of 2/8/17, 1 box of Homekist honey graham crackers with an expiration ate of 1/7/17, 1 box off vanilla wafers with an expiration date of 2/8/17, and a 12 pack of Nestle Pure Life water with an expiration date of 2/28/15.

2107-B.1-3: Field Trip Visual Vehicle Check

Not Met

2107-B.1-3: For field trips, each vehicle shall have a visual passenger check and a face-to-name count conducted at all of the following times:

1. prior to leaving center for destination,
2. upon arrival at and prior to departure from each destination, and
3. upon return to center.

Finding:

2107-B.1-3 Based on record review:

On 6/27/17 the children were taken on a field trip to Brownlee Park. Documentation of the visual check of the vehicle was incomplete as it did not include the time of the visual check conducted upon arrival at the destination and the signature of the person conducting the check upon arrival to the destination. The field trip log also failed to have the signature of the staff that conducted the visual check upon arrival back at the facility.