

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 interviews at 10:10AM, S1 failed to notify the Department prior to making changes that had an effect on the license as the provider is providing transportation services without prior approval from the Department. S1 begin using transportation in May 2020 until July 2020. S1 stated the van is in the shop and will cease from using it until she gets approval from the Department.

Corrective Action Plan: Effective 07/29/2020, S1stated she will cease from using the van for transportation until the Licensing Division approves it to ensure that this deficiency is not cited again.

2103.F.: Passenger Transportation Log

Not Met

2103.F.: Passenger Log

1. A current passenger log for each trip shall be used to track children and staff during transportation.
2. The log shall be maintained on file at the center and a copy shall be provided to the driver or monitor.
3. The following shall be recorded in the passenger log:
 - a. date the transportation is provided;
 - b. name of the child;
 - c. name of driver and staff members;
 - d. pick up and drop off locations;
 - e. time child was placed on the vehicle;
 - f. time child was released and name of the person or entity to whom child was released; and
 - g. signature of staff person completing the log.

Finding:

2103.F. Based on interview at 11:15AM, S1 failed to have a passenger log that included the following:

1. A current passenger log for each trip shall be used to track children and staff during transportation.
2. The log shall be maintained on file at the center and a copy shall be provided to the driver or monitor.
3. The following shall be recorded in the passenger log:
 - a. date the transportation is provided;
 - b. name of the child;
 - c. name of driver and staff members;
 - d. pick up and drop off locations;
 - e. time child was placed on the vehicle;
 - f. time child was released and name of the person or entity to whom child was released; and
 - g. signature of staff person completing the log.

Corrective Action Plan: S1 stated effective 07/29/2020, she will make sure that the passenger log is left in the center ensure that this deficiency is not cited again.

2107.A.1.&2.: Visual Check of Vehicle

Not Met

2107.A.1.&2.: A visual passenger check of a vehicle is required to ensure that no child is left in the vehicle.

1. A staff person shall physically walk through the vehicle and inspect all seat surfaces, under all seats, and in all enclosed spaces and recesses in the interior of the vehicle.
2. The staff member shall record the time of the visual passenger check and sign the log, indicating that no child was left on the vehicle.

Finding:

2107.A.1: Based on observations at 11:15AM, S1 failed to have documentation that shows she physically walked through the vehicle and inspected all seat surfaces. She failed to have a record of the time of the visual passenger check and sign the log, indicating that no child was left on the vehicle. S1 stated that the documentation was in the van which is in the shop.

Corrective Action Plan: S1 stated effective 07/29/2020, she will make sure that the documentation is left in the center the next day indicating that the staff conducted the visual checks ensure that this deficiency is not cited again.