

## 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 on 8/2/18, the daily attendance log for children did not include the time of arrival of each child as LS observed 168 on the center premises and only 165 were signed in on the center's daily attendance log. S1 was able to verify the 3 children that were not signed in.

### 1721-A. - C.: Continuing Education Training

Not Met

1721-A. - C.: A. Early learning centers shall provide opportunities for continuing education of staff members who are left alone with children, or who have supervisory or disciplinary authority over children.

1. Staff members of early learning centers, excluding foster grandparents, shall obtain a minimum of 12 clock hours of continuing education per center anniversary year.

B. Staff members of type I, type II and type III centers who are neither left alone with children, nor have supervisory or disciplinary authority over children, shall obtain a minimum of three clock hours of continuing education in job related topics per center's anniversary year.

C. Continuing education for all types of centers shall be conducted by trainers approved by the Licensing Division. The Licensing Division shall keep a registry of approved trainers.

#### Finding:

1721-A. - C. Based on record review on 8/2/18, there was no documentation that the center staff of an early learning center, excluding Foster Grandparents, provided opportunities for staff members to obtain a minimum of 12 clock hours of training annually in the topics found in §1719(A) and (B). Copies of certificates of completion or attendance records were not maintained at the center and available for inspection by the Licensing Division upon request, 4 of 35 staff did not have the required continuing education training as LS observed S1 had 3 hours, S2 had 9 hours, S3 had 3 hours, and S21 had 3 hours for the 2017-2018 licensing year (August 2017 - July 2018).