

Statement of Deficiencies

5305-H: Children's Daily Attendance

Not Met

5305.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. (Old Tag 5305.H.) The daily attendance log for children did not always include the time of departure of each child and the name of the person to whom the child was released. Specialist observed 7 children present in the center and 19 signed in. Specialist was informed the children were at the summer food program although no documentation was available to confirm at the center how many children were at the food program. Staff member indicated children were on the center vans. Children were not signed in or out for food program.

5305-I: Staff Attendance

Not Met

5305.I. A daily attendance record for staff, including the director/owner, to include the time of arrival and departure shall be maintained. Staff shall document in/out when not on the child care premises. This record shall accurately reflect persons on the child care premises at any given time.

Finding:

7305.I. (Old Tag 5305.I.) The center's staff daily attendance record did not reflect persons on the child care premises at any given time as evidenced staff not signing out of the center when not on the premises as evident by staff was not on the premises when specialist arrived and 2 staff were signed in.

5315-A: Child-to-Staff Ratio

Not Met

5315.A. Child/staff ratios are established to ensure the safety of all children. Only those staff members directly involved in child care and supervision shall be considered in assessing child/staff ratio. Child/staff ratios shall be met at all times as the number of children supervised by one staff person shall not exceed the ratios as indicated below; however, there shall always be a minimum of two child care staff present during hours of operation when children are present:

Ages of Children	Child/Staff Ratio
Infants under 12 months	5:1
One year old	7:1
Two year old	11:1
Three year old	13:1
Four year old	15:1
Five year old	19:1
Six year old and up	23:1

An average of the child/staff ratio may be applied to mixed groups of children ages two, three, four, and five. Ratios for children under two or over five years old are excluded from averaging. When a mixed group includes children less than two years of age, the age of the youngest child determines the ratio for the group to which the youngest child is assigned. When a mixed group includes children both older and younger than six years old and older, the ages of the children less than six determine the ratio for the group. During naptime, required staffing shall be present in the center to satisfy child/staff ratios.

Finding:

**New Item 7315.A. (Old Tag 5315.A.) Provider did not have at a minimum of 2 child care staff present during hours of operation when children were present as one staff was supervising 7 children when specialist arrived at 8:45 am, 1 staff was supervising children age [1- 3 month old; 1- 1 year old; 3 year-2 year old; 1-3 year old; 1- 6 year old].

** New 7315.A (5315.A. The Provider did not meet the required child to staff ratio for children of the following ages:

1 staff was supervising children age [1- 3 month old; 1- 1 year old; 3 year-2 year old; 1-3 year old; 1- 6 year old]. When a mixed group includes children both older and younger than six years old and older, the ages of the children less than six determine the ratio for the group.

Statement of Deficiencies

5331-A: Transportation Arrangement Conforms to State Laws

Not Met

5331.A. Transportation arrangements shall conform to state laws, including seat belts and child restraints.

Finding:

** New Item 7331.A. (Old Tag 5331.A.) The Provider's transportation arrangements did not conform to state laws including seat belts and child restraints as specialist viewed safety restraints for child coming in from food program trip not in safety restraint that was at age weight requirement.

5333-A: Parental Authorization for Field Trips

Not Met

5333.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:

** New Item 7333.A. (Old Tag 5333.A.) In van, the provider did not maintain a signed parental authorization for field trips taken for summer food program 8/5/09

5333-C: Record of Field Trips

Not Met

5333.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:

** New Item 7333.C. (Old Tag 5333.C.) The Provider did not maintain a record of all field trips taken; center did not complete record on trip taken on 8/5/08.

5333-F: Vehicles Visual Check

Not Met

5333.F. The driver or staff person shall check the vehicle and account for each child upon arrival and departure at each destination to ensure no child is left on the vehicle or at any destination. Documentation shall include the signature of the person conducting the check and the time the vehicle is checked for each loading and unloading of children.

Finding:

** New Item 7333.F. (Old Tag 5333.F.) The Provider did not have documentation that the driver or a staff person checked the vehicle at the completion of each trip Center Director 08/05/09