

## Statement of Deficiencies

### 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. Based on record review at approximately 12:56pm, S1 lacked documentation that 4 of 12 staff, S7, S8, S9, and S12, received orientation within seven days of the first day present at the center and prior to having sole responsibility for any children and additional orientation within thirty days of date of hire.

- On S7's orientation form is missing the date of S1's signature. Also, S7's signature and date is missing from the additional training given within 30 days. S1's signature and date is also missing from the additional training given within 30 days.

- On S8's orientation form is missing S8's signature and date and is missing from the training given within 7 days. Also, S8's signature and date is missing from the additional training given within 30 days.

- On S9's orientation form is missing S9's signature and date and is missing from the training given within 7 days. Also, S8 and S1's signatures and dates are missing from the additional training given within 30 days.

- On S12's orientation form is missing S12's signature and date and is missing from the training given within 7 days. Also, S12 and S1's signatures and dates are missing from the additional training given within 30 days.

### 1807.B.: CCCBC-Based Determinations of Eligibility for Volunteers and Staff

Not Met

1807.B.: B. Volunteers and Staff. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each volunteer, staff member, or employee of any kind, and shall have documentation of said determination available at all times for inspection upon request by the Licensing Division.

#### Finding:

1807.B. Based on record review at approximately 1:30pm, S1 did not have CCCBC-based determination of eligibility for child care purposes from the department for S12, prior to the person being present at the center or performing services as evidenced by: S12's staff attendance log.

- According to S12's orientation form, she was hired on 1/28/2019. S1 stated that S12 worked on the premises from 1/28/2019 until 5/11/2019. However, S12's status was indeterminable on 2/25/2019. S12's status changed to provisional on 3/27/2019. S1 stated that S12 was monitored by herself and the lead teacher (S10) in the classroom, however S1 did not maintain visual observation log for S12 every 30 minutes that S12 worked on the premises with children provisional from 3/27/2019 to 5/11/2019. S1 stated that S12 was told to leave the premises on 5/11/2019 because her provisional status expired on 5/11/2019. S1 stated that S12 was rehired on 5/20/2019 when her CCCBC status came back as reading eligible. According to S12's attendance log she worked on the premises from 1/28/2019 through 5/11/2019 and from 5/20/2019 until present.

## Statement of Deficiencies

### 1811-D.2.&3.: Provisional Employment for Staff Members of Early Learning Centers

Not Met

1811-D.2.&3.: 2. A provisionally-employed staff member may be counted in child to staff ratios, but must be monitored at all times in accordance with the following.

- a. A monitor of a provisionally-employed staff member must be an adult staff member for whom the center has a CCCBC-based determination of eligibility for child care purposes, (or prior to October 1, 2018, a satisfactory CBC), who is designated by the center to monitor a specific provisionally-employed staff member.
  - b. The center must designate a monitor for each provisionally-employed staff member present at the center.
  - c. The monitor shall be physically present at the center at all times when the provisionally-employed staff member is present at the center.
  - d. Monitors must remain within close enough physical proximity of their designated provisionally-employed staff members to be able intervene at any time if intervention is needed.
  - e. A monitor shall perform at least one visual observation of each designated provisionally-employed staff member every 30 minutes.
  - f. The center may designate one monitor for up to a maximum of five provisionally-employed staff members at any given time.
  - g. At least one monitor must be physically present at all times in any room during naptimes if a provisionally-employed staff member is present.
3. The center shall have a log or other written documentation of the monitoring of provisionally-employed staff members that identifies each provisionally-employed staff member, the designated monitor for each, and the times of the visual observations.

#### Finding:

1811-D.2.&3. Based on record review at approximately 1:30pm, S1 did not have any documentation that at least one visual observation was conducted on S12 every 30 minutes. S1 stated that she observed S12 in the classroom with other staff, but that she did not get a record of the visual observation. S1 stated that S12 was hired on 1/28/2019 and worked on the premises from 3/27/2019 until 5/11/2019 with a provisional status per the staff's attendance log. S12's provisional status expired on 5/11/2019. S1 stated that S12 was rehired on 5/20/2019 when her CCCBC status changed to eligible.

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