

## Statement of Deficiencies

### 713.A: Office of Public Health, State Fire, City Fire, Office of Early Childhood approval

Not Met

713.A: Current approvals by the Office of Public Health, Office of State Fire Marshal, City Fire (if applicable), Office of Early Childhood and the Licensing Division shall be required before the expiration of an existing license.

#### Finding:

713.A Based on record review: Current approvals by the City Fire failed to be updated prior to its expiration date of 09 30 2015.

### 1507-B: Daily Attendance Records - Staff and Owners

Not Met

1507-B: A daily attendance record for all staff members and owners shall be maintained that shall:

1. include the first and last name of the staff member or owner and arrival and departure times;
2. accurately reflect the staff members and owners on the center premises at any given time; and
3. be used to document staff members and owners who leave and return to the center during the day

#### Finding:

1507-B Based on record review: The provider did not maintain a daily attendance record for S1 that included S1's first and last name and arrival and departure times.

### 1725-A.-D.: Medication Management Training

Not Met

1725-A.-D.: A. All staff members who administer medication shall have medication administration training.

B. Whether administering medication or not, each early learning center shall have at least two staff members trained in medication administration.

C. Such training shall be completed every two years with an approved Child Care Health Consultant.

D. A licensed practical nurse (LPN) or registered nurse (RN) with a valid nursing license shall be considered to have medication administration training.

#### Finding:

1725-D. Based on record review: The provider did not show documented proof of at least two staff members trained that were trained in medication administration .

### 1901-Q: Staff Personal Belongings

Not Met

1901-Q: The personal belongings of center staff members shall be inaccessible to children.

#### Finding:

1901-Q Based on observations:The personal belongings of center staff was not inaccessible to children as there was a staff's purse stored in the classroom and accessible to children.

### 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:

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1915-B&C: Based on record reviews: The provider did not immediately notify parent of the following incidents:

On 10/20/15, while at play on the play yard, C5 bumped her mouth on a jungle gym toy. The accident occurred at 9:30am and the parent was notified at 1:15pm.

On 10/20/15, while at play in the classroom, hit her lip while opening a wooden refrigerator door. C6 experienced a small amount of blood coming from the lip. The time of the accident was not noted. C6's parent was notified at 4:30pm.

### 1921-E: Tornado Drills

**Not Met**

1921-E: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June at various times of the day necessary to include all children and shall be documented.

#### Finding:

1921-E Based on record review: Tornado drills were not conducted at least once per month in the months of March, April, May, and June at various times of the day necessary to include all children and shall be documented. The provider did not show documentation of its last tornado drills.

### 2103-E: Master Transportation Log

**Not Met**

2103-E: Master Transportation Log

1. A copy of the current master transportation log shall be maintained on file at the center and shall include the names of the children, the pickup and drop off locations, and the authorized persons to whom the children may be released. Documentation shall be maintained whether transportation is provided by the center or contracted.
2. Each driver or monitor, whether provided by the center or through a contractor, shall be provided a current master transportation log.

#### Finding:

2103-E Based on record review: A copy of the current master transportation log was not maintained on file at the center and failed to include the names of the children, the pickup and drop off locations, and the authorized persons to whom the children may be released. Documentation shall be maintained whether transportation is provided by the center or contracted.

2. Each driver or monitor, whether provided by the center or through a contractor, was not provided a current master transportation log.

### 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 record review: A current passenger log for each trip was not used to track children and staff during transportation as evidenced by

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.

### 2109-B: Non-vehicular Excursions - Records

**Not Met**

2109-B: Centers shall maintain records of all non-vehicular excursion activities to include the date, time, list of children, staff, and other adults, and type of activity.

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### **Finding:**

2109-B Based on record review: The provider did not maintain records of all non-vehicular excursion activities to include the date, time, list of children, staff, and other adults, and type of activity. The center's Non-vehicular excursion of 02/24/2016 did not include the maintenance records that included date, time, list of children, staff, and other adults, and type of activity.

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