

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 observations/record review: The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 19 children were present and 18 children were signed in on the log upon Specialist arrival on 9/13/18. C8 was not signed in the log.

1507-E: Daily Attendance Records - Visitors

Not Met

1507-E: A daily attendance record for all visitors to include the name, date of visit, arrival and departure times, and the purpose of the visit.

Finding:

1507-E Based on record review: The center's visitor's daily attendance record did not accurately reflect when a Visitor was on the child care premises as evidenced by documentation of O1 from the LDE Child and Adult Food Program being on premises on 8/24/18, but not signed in on the log.

1515.A.1: Child Records and Cumulative Files

Not Met

1515.A.1: A cumulative file shall be maintained on each child that shall include the following records:

1. An information form signed and dated by the parent and updated as changes occur, that contains:
 - a. name of child, date of birth, sex, date of admission;
 - b. name of parents and the home address of both child and parents;
 - c. phone numbers where parents may be reached while child is in care;
 - d. name and phone number of person to contact in an emergency if parents cannot be located promptly;
 - e. name and telephone number of child's physician, if applicable;
 - f. name and telephone number of the child's dentist, if applicable;
 - g. any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable;

Finding:

1515.A.1 Based on record review: 1 of 19 children's records reviewed did not contain a Child's Information Form. There was no information on file for C18.

1515-A.2: Emergency Medical Treatment

Not Met

1515-A.2: Written authorization signed and dated by the parent to secure emergency medical treatment;

Finding:

1515-A.2 Based on record review: 1 of 19 Children's records lacked a signed and dated parental authorization to secure emergency medical treatment. There was no signed authorization on file for C18.

Statement of Deficiencies

1711-A-B-D-G: Child to Staff Ratio

Not Met

1711-A-B-D-G: A. Child to staff ratios are established to ensure the safety of all children.

B. Minimum child to staff ratios shall be met at all times.

1. There shall be a minimum of two staff members present at an early learning center when more than one child is present.
 2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.
- D. Minimum Child to Staff Ratios for Type II and Type III centers:

Ages of Children	Ratio
Infants under 1 year	5:1
1 year	7:1
2 years	11:1
3 years	13:1
4 years	15:1
5 years	19:1
6 years and up	23:1

G. Mixed Age Groups - Minimum Child to Staff Ratios

1. An average of the child to staff ratios may be applied to mixed age groups of children ages 2, 3, 4 and 5
2. Child to staff ratios for children under age two are excluded from averaging.
3. When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
4. An average may be applied to a mixed age group consisting only of children ages 5 and older.

Finding:

1711-A-B-D-G Based on record review: On 9/13/18, the Provider failed to meet the required child to staff ratio for children of the following ages: 19 children under 12 months of age to Four years old with 2 staff (S2 and S3) from 8:13 a.m. until a third staff (S1) arrived at 10:00 a.m. There were 2 - children under 12 months of age, 6 - One year old children, 7 - Two year old children, 3 - Three year old children and 1 - Four year old child. Three staff were needed to meet the required ratio. On 8/24/18, the Provider failed to meet the required child to staff ratio for children of the following ages: 20 children under 12 months of age to Four years old with 2 staff (S1 and S3) from 8:26 a.m. until a third staff (S4) arrived at 11:00 a.m. There were 2 - children under 12 months of age, 6 - One year old children, 8 - Two year old children, 3 - Three year old children and 1 - Four year old child. Three staff were needed to meet the required ratio.