

Statement of Deficiencies

1719.A.-C.: Orientation Training

Not Met

1719.A.-C.: 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 center-specific orientation to the policies and practices of the center that at a minimum shall include information on the center:

1. child abuse identification and reporting, including phone numbers for mandatory reporting and suspected child abuse and neglect;
2. location of emergency exits and emergency preparedness plans;
3. handling of emergencies due to food/allergic reactions;
4. location of first-aid supplies;
5. list of children with allergies and special needs;
6. identification of critical staff including but not limited to staff trained in CPR and first aid and staff who can administer medicine;
7. child release policies and restrictions;
8. child-to-staff ratio policies;
9. daily schedules;
10. opening policy;
11. closing policy; and
12. transportation policy and vehicle inspection procedures.

B. 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 complete the LDE Key Training Module 1 and the DCFS online Mandated Reporter Training. Key Training Module 1 shall at a minimum include information on the following:

1. general emergency preparedness, including natural disasters and man-caused events;
2. professionalism;
3. health and safety, which includes: daily observations, supervision regulations, daily attendance, child to staff ratios, improper discipline, prohibited discipline, prevention of shaken baby syndrome, prevention of abusive head trauma and child maltreatment, food safety, choking risks recognition and reporting of child abuse and neglect;
4. administration of medication consistent with standards for parental consent;
5. prevention and response to emergencies due to food and allergic reactions;
6. appropriate precautions in transporting children, if applicable;
7. public health policies, prevention and control of infectious diseases, including immunization information;
8. handling and storage of hazardous materials and the appropriate disposal of bio-contaminants;
9. pediatric first aid and cardiopulmonary resuscitation (CPR);
10. prevention of sudden infant death syndrome and use of safe sleep practices;
11. outdoor play practices;
12. environmental safety; and
13. building and physical premises safety, including identification of and protection from hazards, bodies of water and vehicular traffic;
14. child release practices; and
15. critical incident practices and licensing regulations

C. Within 30 calendar days of the first day present at the center and prior to assuming sole responsibility for any children, each staff member shall complete the LDE Key Orientation Training Modules 2 and 3, that at a minimum shall include information on the following:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety; and
5. early learning development standards.

Finding:

1719.A.-C.: Based on record review on 9/22/2023, at 1 p.m., there failed to be documentation of the following:

- LDE Key Training Module 3 and DCFS Mandated Reporter Training and LDE Key Training Module 1 within 7 calendar days and LDE Key Training Module 2 within 30 calendar days of first day present on 7/17/2023 for S23;
- DCFS Mandated Reporter Training and LDE Key Training Module 3 and Module 1 within 7 calendar days of first day present on 8/11/2023 for S25;
- LDE Key Training Module 3 within 30 calendar days of first day present on 8/14/2023 for S26; and
- An orientation form and LDE Key Training Module 1 within 7 calendar days of first day present on 9/14/2023 for S28.

Corrective Action Plan: Effective 9/22/2023, S1 stated she will add dates of completion to the tracking spreadsheet and monitor time frame for due dates, to ensure compliance with this regulation.

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, either handwritten or in electronic form, 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 1 p.m., S1 failed to have a log, either handwritten or in electronic form, or other written documentation of monitoring of provisionally-employed staff member, S30. S30 was present on 9/12/2023 and received a CCCBC-based determination of eligibility for child care purposes on 9/13/2023.

Corrective Action Plan: 9/22/2023, S1 stated she will add all staff into the childcare center's CCCBC roster to review eligibility status prior to their first day working, to ensure compliance with this regulation.

1915.A.: Health Services - Observation

Not Met

1915.A.: Observation. Upon arrival at the center, the physical condition of each child shall be observed for possible signs of illness, infections, bruises or injuries, and when something is observed, it shall be documented and such documentation shall include an explanation from the parent or child.

Finding:

1915.A.: Based on record review at 2 p.m., S1 failed to document explanations when observations were noted on children upon arrival to the center on 9/20/2023; two times, on 9/5/2023, 9/7/2023, 9/15/2023, 9/18/2023, 9/19/2023, 9/21/2023; three times, on 9/8/2023, 9/14/2023; five times, on 9/13/2023; six times, on 9/11/2023; and eight times, on 9/12/2023.

Corrective Action Plan: Effective 9/22/2023, S1 stated she will conduct a verbal and written review of this regulation with all staff and they will sign and date their understanding, to ensure compliance with this regulation.
