

## Statement of Deficiencies

### 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. The Provider did not maintain documentation of a daily attendance record for staff, including the director/owner, to include the time of arrival and departure. staff s2 lack a sign in and out sheet

### 5311-A.4: Health Statement

**Not Met**

5311.A.4. A record for each paid and non-paid staff person, including substitutes and foster grandparents shall be on file at the center. Personnel record shall include a written statement of good health signed by a physician or designee. Health statement dated within three months prior to offer of employment or within one month after date of employment is acceptable. A health statement is required every three years. Originals shall be presented upon request.

#### Finding:

5311.A.4. Health records to include documentation of good health, signed by a physician or designee were not available for staff: [ s1 ].

### 5312-C: Annual Review

**Not Met**

5312.C. All staff, including substitutes and foster grandparents, shall have a signed and dated checklist/statement that the following topics are annually reviewed:

- center policies and practices including health and safety procedures;
- emergency and evacuation plan;
- supervision of children;
- discipline policy;
- job description;
- individual needs of the children enrolled;
- detecting and reporting child abuse and neglect;
- current Child Day Care Class "A" Minimum Standards;
- confidentiality of information regarding children and their families.

#### Finding:

5312.C. Provider lacked documentation that staff, [ staff s1 s2], have annually reviewed training topics.

### 5327-H: Strings and Cords

**Not Met**

5327.H. Strings and cords (such as those found on window coverings) shall not be within the reach of children.

#### Finding:

5327.H. cords were within reach of children as [ cable wires hanging in front room ]. note cable wire made inaccessible to children note cable wire shall be secured against the wall