

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 record review:

The daily attendance log for children did not include a time of departure of each child and the name of the person to whom the child was released as evidence by review of attendance log on 9/28/2018(no departure time and no first and last name to whom child was released for 2 of 14 children) , 10/1/2018(no documentation of a departure time for 1 of 5 children), 10/2/2018(no documentation of the first and last name of the person to whom the children were released for 2 of 4 children) and 10/3/2018 (1 of 16 children did not have a departure time documented and 2 of 16 children did not have a first and last name of the person to whom the children were released.

1509-A.12. a-d: Monitoring Policy for Provisionally Employed Staff

Not Met

1509-A.12. a-d: Monitoring policy for provisionally employed staff members:

- a. Each center shall develop and implement a written policy describing the monitoring procedures that shall be used at the center when staff members are employed on a provisional basis due to an incomplete CCCBC-based determination of eligibility for child care purposes;
- b. The monitoring policy shall include all requirements for the monitoring of provisionally employed staff members set forth in §1811.D;
- c. The center shall post a copy of the policy in the center in a place visible to all parents and staff;
- d. The center shall provide copies of the written policy to each parent/legal custodian of enrolled children, center staff member and provisionally employed staff member, and the center shall obtain signed documentation from each that a copy of the policy has been received.

Finding:

1509-A.12. a-d Based on observations: The center did not have a copy of the policy posted in the center in a place visible to all parents and staff. The center did not provide copies of the written policy to each parent/legal custodian of enrolled children, center staff member and provisionally employed staff member, and/or the center did not obtain signed documentation from each that a copy of the policy has been received as the center has one staff, S13 who received a provisional for child care response on 9/13/2018 and started caring for children at the centers before and aftercare on 9/17/2018. S2 posted a copy of the provisional policy during licensing visit.

1719-A.-B.: Orientation Training

Not Met

1719-A.-B.: Within seven calendar days of date of hire, 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,

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;

Finding:

1719-A.-B. Based on record review: Documentation of orientation training for two newly hired staff was not available for review for S6 and S13. S6 start date was 9/26/2018 and S13 start date was 9/17/2018 and no documentation was available to verify orientation training within seven days of hire date or assuming sole responsibility for any children was conducted.