

Statement of Deficiencies

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 at 3:04 p.m., S1 failed to have a daily attendance record for all staff members that included the departure times on 10/6/2021. S1 stated she left at 5:00pm on 10/6/2021. S3 stated she left at 4:30pm on 10/6/2021.

Corrective Action Plan: Effective 10/7/2021, S1 stated she will post a sign near the attendance clipboard to remind staff to document the actual time of arrival and departure when entering and exiting the building to prevent the deficiency from being cited again.

1911.E.: Daily Reports for Infants

Not Met

1911.E.: Daily Reports for Infants. Written reports that include the liquid intake, food intake, disposition, bowel movements and eating and sleeping patterns shall be given to the parents of infants on a daily basis. Reports shall be kept current throughout the day.

Finding:

1911.E. Based on record review at 2:45 p.m., S1 failed to have a daily written report for 2 of 2 infants present. S6 stated they didn't have a chance to complete the forms. Corrected at 2:50pm. S1 stated she will meet with all infant teachers on 10/8/2021, to explain that infant reports should be started as soon as children arrive.

Corrective Action Plan: Effective 10/7/2021, S1 stated she will train all new hire infant teachers to start documenting infant reports with the date and the child's name when the child arrives to prevent being cited the deficiency again.