

## 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: On 10/9/17 during inspection the Specialist observed that the center lacked documentation of a daily attendance record for children that included the time of arrival and departure of each child and the first and last name of the person to whom the child was released. The center had 22 children signed into the center but there were 29 children present at the center.

### 1707-A.1&2: Required Staffing - Director/ Director Designee

Not Met

1707-A.1&2: Each center shall have a qualified director or qualified director designee.

1. The director or director designee shall be an on-site, full-time staff person at the center during the day time hours of operation (prior to 9:00 p.m.).
2. The director or director designee shall be responsible for planning, managing, and controlling the center's daily activities, as well as responding to parental concerns and ensuring that minimum licensing requirements are met.

#### Finding:

1707-A.1 &2: Based on Record review and interview: The center did not have a qualified Director who is an on-site full time staff person at the center during the day time hours of operation (prior to 9:00 p.m.) and responsible for planning, managing, and controlling the center's daily activities, as well as responding to parental concerns and ensuring that minimum licensing requirements are met. On 10/9/17 during inspection the Specialist was unable to review the attendance log for the center's qualified director. Lack of a sign-in sheet prevented the Specialist from being able to verify that the director works in the center 32 hours a week.

### 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:

On 10/9/17 during inspection center lacked documentation that 1 of 16 staff, S14, received additional orientation within seven days of date of hire. S14 was hired on 3/27/17 and should have completed training on or by 4/3/17.

On 10/9/17 during inspection center lacked documentation that 1 of 16 staff, S14, received additional orientation within thirty days of date of hire. S14 was hired on 3/27/17 and should have completed training on or by 4/27/17.

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### 1719-C: Orientation Training - Transportation staff

Not Met

1719-C: All staff members responsible for transporting children shall receive additional orientation training in the following areas prior to assuming their transportation duties:

1. transportation regulations, including the modeling of how to properly conduct a vehicle passenger check and demonstration by staff to director on how to conduct a vehicle passenger check;
2. proper use of child safety restraints required by state Law;
3. proper loading, unloading, and tracking of children as required by state law;
4. location of first aid supplies; and
5. emergency procedures for the vehicle, including actions to be taken in the event of accidents or breakdowns.

#### Finding:

1719-C Based on record review: On 10/9/17 the Specialist observed that the center lacked documentation that 2 of 2 staff, S4 and S16, of staff members that are responsible for transporting children received additional orientation training prior to assuming their transportation duties. Upon review of S4 and S16 staff file there was no documentation that the center had completed transportation training for S4 bus aide and S16 bus driver.

### 1901-B: Lighting

Not Met

1901-B: Areas used by children shall be lighted in such a way as to allow visual supervision of the children at all times.

#### Finding:

1901-B Based on observations: On 10/9/17 the Specialist observed during nap time that S4 and S5's areas used by children were not lighted in such a way as to allow visual supervision of the children at all times.

### 1907-A.1-2: High Chairs

Not Met

1907-A.1-2:

1. The high chair manufacturer's restraint device shall be used when children are sitting in a high chair.
2. Children who are either too small or too large to be restrained using the manufacturer's restraint device shall not be placed in a high chair.

#### Finding:

1907-A.1-2: Based on observation: On 10/9/17 during inspection the Specialist observed that feeding chair manufacturer's restraint device was not used when children are sitting in a high chair. The feeding chair lacked 4 of 8 restraint belts.

### 1921-E: Tornado Drills

Not Met

1921-E: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June at various times of the day necessary to include all children and shall be documented.

#### Finding:

1921-E: Tornado Drills: Based on record review: On 10/9/17 during inspection the center did not have documentation of tornado drills that were conducted at least once per month during the months of March, April, May, and June. The center failed to have documentation of tornado drills for the month of March and April 2017.

### 2107-C: Daily Transportation Visual Vehicle Check

Not Met

2107-C: For daily transportation services, the vehicle shall have a visual passenger check made at the completion of each trip or route, prior to the staff member exiting the vehicle.

#### Finding:

2107-C: Daily Transport Visual Vehicle Check: Based on record review: On 10/9/17 during inspection the center failed to have documentation of the visual check of the vehicle was incomplete as it did not include the signature of the person conducting the check and the time the vehicle was checked for the dates of 10/3/17, 10/4/17, 10/5/17, and 10/6/17.