

## Statement of Deficiencies

### 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 record review/interview at approximately 2:50pm, S1 failed to have a copy of the monitoring policy posted in the center in a place visible for parents and staff. S6 had a provisional status at the time of hire on 7/8/19 until 8/16/19. S6 did not have a CCCBC status of eligible until 8/19/19. S1 stated that she did not realize that she had to post a copy of the monitoring policy in the center for other staff members and parents to see. Also, she stated that she was unaware that copies needed to be provided to staff, S6, and parents of children enrolled at the center.

### 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 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/interview at approximately 2:30pm, S1 did not have any documentation that at least one visual observation was conducted on S6 every 30 minutes on Thursday, 8/15/19 and Friday, 8/16/2019. S1 stated that she observed S6 in the classroom with other staff, but that she did not document a record of the visual observation. S1 stated that S6 was hired on 7/8/2019 and worked on the premises with children from 8/12/2019 until 8/16/2019 with a provisional status per the staff attendance. S1 stated that S6's CCCBC status changed on Saturday, 8/17/2019 to expired and then S6's status CCCBC status changed again on Monday, 8/19/2019 to eligible.

## Statement of Deficiencies

### 1915.B.&C.: Health Services - Parental Notification

Not Met

1915.B.&C.:

B. Reporting. Incidents, injuries, accidents, illnesses, and unusual behavior shall be documented and reported to the parent no later than when the child is released to the parent or authorized representative on the day of the occurrence.

C. Immediate Notification. The parent shall be immediately notified in the following circumstances:

1. blood not contained in an adhesive strip;
2. head or neck or eye injury;
3. human bite that breaks the skin;
4. animal bite;
5. impaled object;
6. broken or dislodged teeth;
7. allergic reaction skin changes (e.g. rash, spots, swelling, etc.);
8. unusual breathing;
9. symptoms of dehydration;
10. temperature reading over 101° oral, 102° rectal, or 100° axillary; or
11. injury or illness requiring professional medical attention.

#### Finding:

1915.B.&C. Based on record review/interview at approximately 1:00pm, S1 failed to have documentation that a head injury involving C1 was immediately reported to the parent. On 9/27/19, C1, a three year old, bumped her head on a pole while playing on the outdoor play yard. According to S4, she did not witness when C1 bumped her head; however, S4 stated that she observed the child rubbing her head and asked her what happened. C1 stated that she bumped her head. She checked the front top of the child's head and did not observe any marks or bruising. S4 stated that the child continued to play after she stating she bumped her head. S4 stated that she did not report this incident to anyone, and she did not notify the parent. O1 called S1 after picking up C1 on 9/27/19, to report that C1 stated she bumped her head at the center.