

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 observations/record review:

The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 33 children were present and 30 children were signed in on the log.

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/interview(s):

The center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by staff time cards.

Specialist reviewed staff time cards and found that time were one hour ahead. S5 the time card machine reset itself due to daylight savings time that will occur 11/05/2017. The time cards to not accurately reflect when staff are on premises at any given time. There was no manual changes to cards indicating the correct times staff were on premises at any given time.

1715-A.4: Criminal Background Check

Not Met

1715-A.4: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following: documentation of a fingerprint based satisfactory criminal background check

Finding:

1715-A.4 Based on record review/observations: Documentation of a satisfactory fingerprint based criminal background check (CBC) was not available for S1 and S2 prior to the individual(s) being present in the childcare facility (1703.A).

S1 completed a waiver form on 08/18/2017. S1 did not have a receipt to accompany the waiver form. S5 stated S2 had not gone to have her fingerprints completed yet.

- S1's date of hire is 08/21/2017. S1 was on premises, according to S5 and S1 time cards, 08/22/17, 08/23/17, 08/24/17, 08/25/17, 08/29/17, 08/30/17, 08/31/17, 09/01/17, 09/05/17, 09/06/17, 09/07/17, 09/08/17, 09/11/17, 09/12/17, 09/13/17, 09/14/17, 09/15/17, 09/18/17, 09/19/17, 09/20/17, 09/21/17, 09/22/17, 09/25/17, 09/26/17, 09/27/17, 09/28/17, 09/29/17, 10/02/17, 10/03/17, 10/04/17, 10/05/17, 10/06/27, 10/09/17, 10/10/17, 10/11/17, 10/12/17, 10/13/17, 10/16/17, 10/17/17, 10/18/17, 10/19/17, 10/20/17, 10/23/17, 10/2/17, 10/26/17, 10/27/17, 10/30/17, 10/31/17, 11/01/17, 11/02/17 and 11/03/17.

- S2 completed a waiver form on 10/03/2017. There was no director's signature on the form. S2 did not have a receipt to accompany the waiver form. S5 stated S1 had not gone to have her fingerprints completed yet.

S2's date of hire is 10/14/2017. S2 was on premises, according to S5 and S1 time cards, on 10/04/17, 10/05/17, 10/06/27, 10/09/17, 10/10/17, 10/11/17, 10/12/17, 10/13/17, 10/16/17, 10/17/17, 10/18/17, 10/19/17, 10/20/17, 10/23/17, 10/2/17, 10/25/17, 10/26/17, 10/27/17, 10/30/17, 10/31/17, 11/01/17, 11/02/17 and 11/03/17.

Specialist observed S2 sign out and leave premises at 11:45am. S2's time card indicates S2 signed out at 10:45am.

Specialist observed S1 sign out and leave premises at 11:52am. S1's time card indicates S1 signed out at 10:52am.

S5 stated the time card machine automatically changed itself because of daylight savings time that will happen this weekend.