

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/observations at 1:37pm, S1 failed to have a daily attendance record for staff and owners that accurately reflect persons on the child care premises at any given time as there is no documentation of S1's arrival time for 11/9/2020. S1 was present during the Specialist's arrival, and stated she arrived at 7:00am. S1 also stated they use the "Bright Wheel" electronic attendance record system, but it does not show staff arrival and departure times. S2, S3, and S4's attendance was verified using the center's payroll system.

Corrective Action Plan: Effective 11/9/2020, S1 stated she will add herself to her payroll system, so there will be documentation of her arrival and departure times in the future..

1901.C.: End-of-Day Check

Not Met

1901.C.: The entire center and play yard shall be checked after the last child departs to ensure that no child is left at the center and this check shall be documented. Documentation shall include date, time of visual check, and signature of the staff conducting the visual check.

Finding:

1901.C. Based on record review at 1:31pm, S1 failed to have documentation that the entire center and play yard was checked after the last child departs to ensure that no child was left unattended at the center between 8/27/2020 - 11/6/2020. S1 stated she conducted the visual check between 8/27/2020 - 11/6/2020, however, failed to document it.

Corrective Action Plan: Effective 11/9/2020, S1 stated she will set an alarm in her phone to remind herself to document that the visual check was completed every day.

1915.A.: Health Services - Observation

Not Met

1915.A.: Observation. Upon arrival at the center, the physical condition of each child shall be observed for possible signs of illness, infections, bruises or injuries, and when something is observed, it shall be documented and such documentation shall include an explanation from the parent or child.

Finding:

1915.A. Based on record review at 2:28pm, S1 failed to have documentation of observations, when something is observed, upon a child's arrival to the center that include an explanation from parent and/or child. S1 stated she is not sure, but believes staff have not been documenting observations since June 2020 due to the changes with COVID.

Corrective Action Plan: Effective 11/9/2020, S1 stated she will start using the daily observations form daily, and will remind the morning staff to document the observations while children are being checked in and temperatures taken.