

## ***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 and interviews on 11/19/2018, the daily attendance record for children did not accurately reflect children on the center premises at any given time and include the child's arrival times as specialist reviewed the center's electronic sign in sheet for the children which indicates that 20 of the 21 children present all arrived at 9:11 AM. Specialist also observed the center's roll book which indicated that 21 of 21 children were checked as present however the roll book does not include time of arrival or departure times for the children. Per S1's statement, the center opens at 7:00 AM with the first child arriving at approximately 7:15 AM however the children are not checked in upon arrival as the staff checks each child in at the same time once all the children are present. S1 also stated that C1 is the child of S2 and is not checked in electronically as he attends the center with his mother. S1 updated the roll book to include the arrival time of C1 prior to specialist departure.

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