

## 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 at approximately 2:07pm, Specialist discovered that on 10/16/19, S1 failed to maintain documentation of a daily attendance record for children that included the time of departure as 1 of 8 children was not signed out. Also, on 10/16/19 there is no signature for the first and last name of the person who C1 was released to.

On 11/20/19, at approximately 12:05pm, Specialist discovered that S1 failed to maintain documentation of a daily attendance record for children that included the time of arrival as 1 of 7 children was not signed in. S1 corrected during the licensing visit and stated that she would ensure that she double checks the attendance records for all children signed in and out and parent signatures.

### 1711.A.&B.&F.&G.: Child to Staff Ratio

Not Met

1711.A.&B.&F.&G.:

- A. Child to staff ratios are established to ensure the safety of all children.
- B. Minimum child to staff ratios shall be met at all times.
  1. There shall be a minimum of two staff members present at an early learning center when more than one child is present.
  2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.
- F. Minimum Child to Staff Ratios for Type I centers:

Ages of Children	Ratio			
Infants under 1 year	6:1			
1 year		8:1	2 years	12:1
3 years	14:1			
4 years	16:1			
5 years	20:1			
6 years and up		25:1		

G. Mixed Age Groups - Minimum Child to Staff Ratios

1. An average of the child to staff ratios may be applied to mixed age groups of children ages 2, 3, 4 and 5.
2. Child to staff ratios for children under age two are excluded from averaging.
3. When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
4. An average may be applied to a mixed age group consisting only of children ages 5 and older.

#### Finding:

1711.A.&B.&F.&G. Based on record review/interview, Specialist discovered at approximately 3:10pm that on 10/16/19, S1 failed to meet the required child to staff ratio where 21 children (two-years-old to eleven-years -old) were present with 1 staff. The required ratio for children age two years old is 12 children per 1 staff person.

On 10/17/19, S1 failed to meet the required child to staff ratio where 18 children (two-years-old to twelve-years-old) were present with 1 staff. The required ratio for children age two years old is 12 children per 1 staff person.

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### 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:

Based on record review/interview, Specialist discovered at approximately 2:20pm that S1 failed to document an incident involving C1's (one years old) shirt being lifted by another child, as well as the child looking down C1's diaper. According to S1 and S4, both were aware that a child lifted up C1's shirt and looked down her diaper as O1 was entering the center during pick-up time, however neither S1 or S4 documented the incident. S1 stated that she would ensure that all children are being watched by staff.

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