

## Statement of Deficiencies

### 1807.C.: CCCBC-Based Determinations of Eligibility for Visitors and Contractors

Not Met

1807.C.: C. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each visitor or independent contractor of any kind, and shall have documentation of said determination available at all times for inspection upon request by the licensing division, unless the visitor or independent contractor, other than therapeutic professionals as defined in §103, will be accompanied at all times while at the center when children are present, by an adult staff member who is not being counted in child-to-staff ratios. The center shall have documentation of said determination of eligibility, or documentation of the accompanying staff member, available at all times for inspection upon request by the Licensing Division.

#### Finding:

1807.C. Based on record review: A CCCBC-based determination of eligibility for child care purposes from the department was not obtained for each independent contractor, prior to the person being present at the center or performing services as evidence by: O1 was present in the center on 8/28/18, 10/9/18, 10/16/18, 10/30/18 and 11/13/18. There was no documentation of a CCCBC based determination of eligibility of O1. The Center did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied independent contractor at all times while on the center premises.

### 2101.A.15.: Transportation - Contract to Provide Transportation

Not Met

2101.A.15.: Centers using contract transportation shall maintain a copy of the written contract that includes an express provision stating that the contractor shall comply with all state laws and regulations, as amended, regarding motor vehicles, including but not limited to seat belts and child restraints.

#### Finding:

2101.A.15. Based on record review:

The Provider contracted for transportation and there was not a contract signed by the provider and a representative of the transportation agency outlining circumstances under which transportation will be provided and that includes an express provision stating that the contractor shall comply with all state laws and regulations, as amended, regarding motor vehicles, including but not limited to seat belts and child restraints. The provider had a contract for field trips that expired 12/19/17. The provider had a contract for transportation that was not signed by the transportation agency or the provider.

### 2105.E.: Field Trip - Record

Not Met

2105.E.: A written record for each field trip shall be maintained and shall include the following:

1. date, destination(s) and method of transportation;
2. names of all the children being transported in each vehicle;
3. names of the driver, staff members and other adults being transported in each vehicle;
4. names of other adults who joined the field trip at the destination(s) to assist with supervision of children; and
5. the presence of each child each time the children enter or exit the vehicle.

#### Finding:

2105.E. Based on record review:

The Provider's record of all field trips taken was incomplete as it did not include the method of transportation, name of the driver, transported in each vehicle, the times of departure and arrival to and from the center and the total number of passengers in the vehicle. Field trips were taken on 5/23/18 and 6/22/18. The field trips taken on 5/23/18 and 6/22/18 lacked the documentation listed.

### 2107-B.1.-3.: Field Trip Visual Vehicle Check

Not Met

2107-B.1.-3.: For field trips, each vehicle shall have a visual passenger check and a face-to-name count conducted at all of the following times:

1. prior to leaving center for destination,
2. upon arrival at and prior to departure from each destination, and
3. upon return to center.

#### Finding:

2107-B.1.-3. Based on record review:

Documentation of the visual check of the vehicle was incomplete as it did not include the the signature of the person conducting the check and the time the vehicle was checked. There was no documentation that visual checks of the vehicle were performed for the field trips on 5/23/18 and 6/22/18.

## ***Statement of Deficiencies***

### **2107.C.: Daily Transportation Visual Vehicle Check**

**Not Met**

2107.C.: For daily transportation services, the vehicle shall have a visual passenger check made at the completion of each trip or route, prior to the staff member exiting the vehicle.

#### **Finding:**

2107.C. Based on record review:

The Provider did not maintain documentation that the driver or attendant checked the vehicle at the completion of each trip. There were no visual checks of vehicle for the weeks of: 11/5/18-11/9/18, 11/12/18-11/16/18, 11/26/18-11/30/18, 12/3/18-12/7/18.

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