

## Statement of Deficiencies

### 5305-H: Children's Daily Attendance

**Not Met**

5305.H. A daily attendance record for children, completed by the parent or center staff, including the time of arrival and departure of each child and the name of the person to whom the child was released, shall be maintained. This record shall accurately reflect the children on the child care premises at any given time. If the record is completed by center staff, that individual shall write the first and last name of the person to whom the child was released and sign his/her own name. Children who leave and return to the center during the day shall be signed in/out. A computerized sign in/out procedure is acceptable if the record accurately reflects the time of arrival and departure as well as the name of the person to whom the child was released.

**Finding:**

7305.H (old tag #5305.H.) The daily attendance log for children did not include the FULL name of the person to whom the child was released. Specialist observed persons to whom the child was released using initials to signing the child(ren) out. Specialist informed director/staff to print the persons FULL NAME of who picks up the child in the area assigned to staff and sign in the same area designated. This will show who picks child(ren) up so there is no confusion on who (J. Doe is Jane Doe or Jon Doe). The deficiency was recited for same information on 12/14/09. Documentation on 12/14/09 also found no time out on children

### 5305-I: Staff Attendance

**Not Met**

5305.I. A daily attendance record for staff, including the director/owner, to include the time of arrival and departure shall be maintained. Staff shall document in/out when not on the child care premises. This record shall accurately reflect persons on the child care premises at any given time.

**Finding:**

\*\*\* New Item 7305.I (old tag #5305.I. The center's staff daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by specialist viewing staff not signing out of center on 11/12/09

### 5317-A: Direct Supervision

**Not Met**

5317.A. Children shall be under direct supervision at all times including naptime. Children shall never be left alone in any room or outdoors without a staff present. Children, excluding infants, may be grouped together at naptime with one staff supervising the children sleeping. All children sleeping shall be in the sight of the naptime worker.

**Finding:**

7317.A (old tag #5317.A) Children were not under direct supervision at all times as Specialist observed director conduct visual check after letting children off at the far North end of center parking lot; this required children to walk behind parked cars and along 4th street to the entrance. On 10/29/09 Specialist had explained and suggested to Director drop off in front of the entrance at 4th street; this entrance would not expose children to open street and possibility of running from center.

### 5319-J: Daily Report for Infants

**Not Met**

5319.J. Daily written reports to include liquid intake, food intake, child's disposition, bowel movements, eating and sleeping patterns shall be given to parents of infants.

**Finding:**

7319.J (old tag #5319.J.) The provider lacked a daily written report for [ 1 ] of [ 1 ] infants. Infant arrived at center at 6:38 am no daily infant log when specialist arrived at 3:00 pm.