

## 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 interview(s):

The center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by S2's presence in the facility on 12/20/17 during licensing visit. S1 stated that S2 was present in the facility on 12/18/17, 12/19/17 and 12/20/17 and S2 did not sign in on attendance log.

### 1715-A.4: Criminal Background Check

Not Met

1715-A.4: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following: documentation of a fingerprint based satisfactory criminal background check

#### Finding:

1715-A.4 Based on record review: Documentation of a satisfactory fingerprint based criminal background check (CBC) was not available for one of seven staff, S2, prior to the individual(s) being present in the childcare facility (1703.A) S2's date of hire is 12/18/17. S2 was present in the facility on 12/18/17, 12/19/17 and 12/20/17, according to the testimony of the Director, S1. S2 did not sign in on the attendance log on any day. S2 was present in the facility during the Licensing visit. S2 left the facility on 12/20/17, at 11:16 am.