

SUPERVISION II

1. General/Direct II. A.

- 1.1/2 No Direct Supervision
Child care staff failed to provide direct supervision of children in the () group of children as evidenced by ().
- 1.2/2 Staff Not Properly Situated Playground
Child care staff responsible for children in the outdoor play area failed to situate themselves so that all children could be observed as evidenced by ().
- 1.4/2 Adequate Supervision While Toileting
Children did not receive adequate supervision while toileting or bathing.
- 1.6/2 Isolated Child Out of Sight/Hearing
Child care staff failed to keep a child, who was placed in isolation for illness, within direct supervision, as evidenced by ().
- 1.7/2 No Additional Adult on Field Trip
The children's center did not provide an additional adult on a field trip away from the children's center as evidenced by ().
- 1.8/1 (S) Children Left Behind
A child was unknowingly left behind in a vehicle, a children's center or on a field trip as evidenced by ().
- 1.9/1 (S) Child Left The Children's Center
A child was not adequately supervised and left the children's center without staff awareness as evidenced by ().
- 1.10/2 Staff Not Awake
During evening child care hours, staff did not stay awake at all times.
- 1.11/2 Additional Staff Member – Evening Hours
There was not an additional person beyond the required adult-child ratio during evening hours to assist in providing direct supervision.
- 1.13/1(S) Imminent Threat to Children
One or more children were not adequately supervised in that (), which posed an imminent threat to a child, or could or did result in death or serious harm to the health, safety or well-being of a child.
- 1.14/2 Threat Not Imminent
One or more children were not adequately supervised in that (), which was anticipated as posing a threat to the health, safety or well being of a child, but the threat was not imminent. (Gold Seal 2)
- 1.15/1(S) Child Left Unattended
A child was left unattended in the vehicle without staff awareness when returning from a field trip.
- 1.16/2 Staff with Children More than 8 Hours
A staff member regularly worked more than 8 hours in a 24 hour period. ().
- 1.17/3 Toileting Assistance Not Age Appropriate
Children did not receive adequate assistance with toileting or bathing as required by their age or need.

1.18/2 Supervision at Mealtime
Children were not individually fed or supervised during mealtime.

2. Infants Separate: II.A.

2.1/2 Infants with Children 2 Years and Older
Infants were observed combined with children two years of age and older as evidence by ().

3. Staff Member in Charge/Teacher in Charge (SMIC/TIC): II. A.

3.1/2 No SMIC
A staff member qualified to be in charge was not on the premises during ().

4. Emergency Person II. A.

4.1/2 No Emergency Person on Premises
There was no second person on the premises available for emergency purposes as evidenced by ().

5. Authorized Release II. A.

5.1/2 Child Released to Unauthorized Person
A child was released to a person who had not been authorized by the custodial parents or guardian(s) as evidenced by ().

6. Adult-Child Ratio: II. B.

6.1/2 Required Ratio Not Met
The adult-child ratio was not met. There was/were () staff supervising () children. ().

6.2/2 Staff Under 18 Years Old-Direct Supervision
A child care staff under 18 years old was observed responsible for the direct supervision of children as evidenced by ().

7. Infant Group Size II.C.

7.1/2 Maximum Size of 6 Exceeded
The maximum group size of 6 infants for ages 2 months to 1 year was exceeded, in that a group of () infants were observed. ().

7.2/2 Maximum Size of 10 Exceeded
The maximum group size of 10 infants for ages 1 year to 2 years old was exceed, in that a group of () infants were observed. ().

8. Swimming Pool/Areas: II. D., E.

8.1/1 No Fence/Wall 6 Feet High
The swimming pool was not securely enclosed by a fence or wall a minimum of six (6) feet high as evidenced by ().

- 8.2/1 Gate Unlocked
The swimming pool was not adequately enclosed as evidenced by a gate that was unlocked.
- 8.3/2 Children Under 3 Permitted at Pool
Children under 3 years of age were permitted to participate in a program in the pool program at the center as evidenced by ().
- 8.4/1 Center Pool-No Certified Person Present
Children participated in a water activity in the center's pool area and no person with (current life guard) and (swimming instructor) certificate was present. ().
- 8.5/1 No Adult Lookout for Direct Supervision
There was no adult lookout on the deck who was responsible for surveillance of the pool area.
- 8.6/2 Required Ratios Not Met
The adult-child ratio was not met. There were () staff for () children ages () in the pool area ().
- 8.8/1 (S) Water 3 Ft/Beach/Lake-No Lifeguard
When children used a swimming pool that exceeded 3 feet in depth or a beach or lake area, there was no person with lifeguard certification or equivalent present and on duty.

Child Discipline III.

9. Disciplinary Practices III.

- 9.1/1 (S) Methods Severe/Humiliating/Frightening
The child care staff, (), subjected children to discipline which was severe, humiliating, or frightening, as evidenced by ().
- 9.2/1 (S) Methods Associated with Food/Rest/Toileting
The child care staff, (), used a form of discipline associated with food, rest or toileting, as evidenced by ().
- 9.3/2 Methods Not Age Appropriate/Constructive
The staff of the children's center failed to ensure the use of age appropriate, constructive disciplinary practices as evidenced by the use of ().
- 9.4/1 Methods –Spanking/Physical Punishment
The discipline methods of the children's center staff included physical punishment as evidenced by ().
- 9.5/3 Updated Discipline Policy
A copy of a changed discipline policy was not available or submitted for review by the Child Care Licensing Program.
- Discipline Policy Available for Review
- 9.6/3 A copy of the discipline policy was not available for review by the licensing authority.
- Discipline Policy Provided to Custodial Parents
- 9.7/3 The custodial parent or legal guardians were not provided written notification of the children's center discipline policy.
- Methods in Discipline Policy Not Constructive
- 9.8/3 Not all methods of discipline included in the children's center written policy are permitted because they are neither age appropriate or constructive.

Reporting Child Abuse and Neglect IV.

10. Mandatory Reports IV. A.B.C

- 10.1/1 (S) Act or Omission
Children's center staff committed an act or omission that meets the definition of child abuse or neglect as provided in Chapter 39 as evidenced by ().
- 10.2/1 (S) Suspicious of Abuse/Neglect Not Reported
Child center staff failed to immediately report suspicions of abuse, abandonment or neglect to the Department of Children and Family Services' central abuse hotline.
- 10.4/3 Abuse Investigation Knowledge
Knowledge of an open abuse investigation involving the children's center was not reported to the Child Care Licensing Program within 24 hours or the next day.

Personnel I; Records V. A.

General Qualifications

11. General Qualifications/Level II Screening/Background Screening

- 11.1/1 (S) Unscreened Individual Left Alone with Children
An unscreened individual was left alone to supervise children in care.
- 11.2/1 (S) Action Not Taken for Disqualified Person
An individual found guilty of a disqualifying offense was employed at the children's center and the owner/operator failed to take action.
- 11.3/3 No Employment Application
See the Personnel Records Summary for () Child Care staff who did not have an employment application on file.
- 11.4/3 No Date of Employment/Position
See the Personnel Records Summary for () Child Care staff who did not have a date of employment or position.
- 11.5/3 No Acknowledgement Form
See the Personnel Records Summary for () Child Care staff who did not have a completely signed Acknowledgement Form.
- 11.6/3 Expired Acknowledgement Form
See the Personnel Records Summary () Child Care staff with an expired Acknowledgement Form.
- 11.7/2 Background Screening Documentation
See the Personnel Records Summary for () Child Care staff where documentation of Level II Background screening was missing.
- 11.14/2 No 2 Year Employment History Verification
See the Personnel Records Summary for () Child Care staff whose verifications of employment history for the past 2 years was not on file.

Classification
Summary/Level

Children's Center Standard Classification Summary
12/1/13

- 11.15/2 No 5 Year Re-Screen Completed
See the Personnel Records Summary for () Child Care staff whose background screening was not completed within 5 years after the initial screening was conducted.
- 11.16/2 No Local Background Check Completed
See the Personnel Records Summary for () Child Care staff who had no proof that a local background check had been conducted in their personnel file.
- 11.18/2 Five Year Local Not Completed
See the Personnel Records Summary for () Child Care staff whose local background screening was not completed within 5 years after the initial screening.
- 11.19/2 Enrichment Provider Missing Screening
See the Personnel Records Summary for () Child Enrichment Provider who was missing Level II screening.
- 11.20/2 Enrichment Provider Not Screened Timely
See the Personnel Records Summary for the Child Enrichment Provider who did not meet the screening requirements prior to providing services.
- 11.21/2 Affidavit Not Complete
See Personnel Records Summary for child care staff with an Affidavit of Good Moral Character that was not completed on or before first date of employment.().
- 11.22/2 Affidavit Incorrect
See Personnel Records Summary for child care staff with an Affidavit of Good Moral Character that was on file, but was incorrect or incomplete. ().
- 11.23/3 Acknowledgement Form Not Completed Prior to Employment
See Personnel Records Summary for child care staff with an Acknowledgement Form that was not completed on or before first date of employment. ().

Education/Credentials; Training, Requirements/Facility Records

12. Education, Training and Other Personnel Records I.B., C. and V.A.

- 12.1/3 No High School Diploma or Equivalency
See the Personnel Records Summary for () Child Care staff without proof of a high school diploma or GED equivalent.
- 12.2/3 Missing Training Transcript
The children's center did not have documentation, training transcript, of the required training.
- 12.3/3 No Clock Hour Training Finish
See the Personnel Records Summary for () Child Care staff who have not completed the 40 clock hour Introductory Child Care Training requirement.
- 12.4/3 Literacy
See the Personnel Records Summary for () Child Care staff who do not have documentation of completion of a five hour early literacy and language development of children birth through five course, for staff employed for at least 12 months.

Classification
Summary/Level

Children's Center Standard Classification Summary
12/1/13

- 12.5/3 Late Clock Hour Training Finish
See the Personnel Records Summary for () Child Care staff who have documentation to show a completion date of the 40-clock hour training requirement but not within 15 months of employment within the child care industry.
- 12.7/3 Foster Grandparent Training
A foster grandparent working at the children's center failed to complete the required training.
- 12.8/3 No Start within 90 Days
See the Personnel Records Summary for () Child Care staff who did not have documentation to show a start date in the introductory course in child care within 90 days of employment in the child care industry.
- 12.9/3 Infant Care Training
See the Personnel Records Summary for () Child Care staff who did not attend the entire Department of Children and Family Services' specialized training course, Infant and Toddler Appropriate Practices, Within 90 days of employment in the infant room.
- 12.10/3 Volunteer Acknowledgement
A Volunteer Acknowledgement was not on file for the volunteer(s) on the Personnel Records Summary
- 12.11/3 10 Hour In-Service Training
See the Personnel Records Summary for () Child Care Staff who did not complete the 10 hours of in-service training for the previous fiscal year beginning July 1 and ending June 30.
- 12.12/3 Inservice Documentation
Documentation of in-service training was not done on from C-0108 Child Care In-Service Training Record.
- 12.13/3 Volunteer Acknowledgement Not on First Day
A Volunteer Acknowledgement was not completed on the first day of volunteering for the volunteer(s) on the Personnel Records Summary.
- 12.14/3 Completed Training Required Children's Centers
Child care personnel in compliance with school-age training requirements did not complete all children's center training requirements within 120 days of employment at a children's center.
- 12.15/3 Completed Training Required School Age Centers
School-age personnel in compliance with children's center training requirements did not complete all school-age training requirements within 120 days of employment at a school age center.
- 12.16/3 Volunteer Training
A volunteer who works more than 10 hours per month did not complete the 40 clock hour Introductory Child Care Training requirement.
- 13. Staff Credential: I.B.**
- 13.1/3 Inadequate Number of Credentialed Staff
The number of credentialed staff did not meet requirements, in that the children's center was required to have at least () credentialed staff but had () staff who met qualifications for current staff credentials.
- 13.2/3 Credentialed Staff Did Not Meet Minimum Hours
The credentialed staff failed to meet the minimum work hours required as documented on time sheets, Personnel schedules or employment records.

13.3/3 Active Staff Credential Documentation
The file of a staff member counted in the staff credential requirement did not contain a CF-FSP Form 5206 or a training transcript.

14. Director Credential I.B.

14.1/2 No Director Credential for Owner/Operator
All owners or operators responsible for the daily operation of the center must have a Director Credential. This standard is currently not met due to ().

14.2/3 Director Not On Site Majority of Hours
The director was not on site a majority of the hours of operation as evidenced by ().

14.3/3 Director Not Responsible for Day to Day Operations
The person with the Director Credential does not meet the definition of the director because that individual is not responsible for the daily operation of the program.

14.4/3 Notification of Loss of Director
The children's center owner failed to notify the Child Care Licensing Program within 5 working days of when the children's center lost their credentialed director or when there was a change in director.

14.5/3 Unqualified Staff in Charge in Director's Absence
The staff designated to be in charge in the absence of the director did not meet the following requirements: ().

14.6/3 Director Credential Not Maintained for Review
The Director Credential was not maintained for review by the Child Care Licensing Program.

Records V. A.

15. Records Available

15.1/3 Records Not Available for Review
The children's center did not have required records available on site during the hours of operation for review by Child Care Licensing Program staff as evidenced by ().

16. Children's Records

16.1/3 Missing Required Child Enrollment Form
See Children's Records Summary for () records missing the required Child Enrollment Form.

16.2/3 Incomplete Child Enrollment Form
See Children's Records Summary for () records with incomplete information.

16.3/3 Written Consent
The children's center did not have written consent before a child participated in activities conducted by the child enrichment service provider.

16.4/3 Annual Influenza Information
The parents of children enrolled were not provided information detailing the causes, symptoms, and transmission of the influenza virus.

16.5/3 Emergency Medical Release Forms
See Children's Records Summary for () records with incomplete Emergency Medical Release forms.

- 16.6/3 Missing Student Health Examination Forms
See Children's Records Summary for () records with missing Student Health Examination Forms.
- 16.7/3 Incomplete Student Health Examination Form
See Children's Records Summary for () records with incomplete Student Health Examination Forms.
- 16.8/3 Expired Student Health Examination Forms
See Children's Records Summary for () records with expired Student Health Examination Forms.
- 16.20/3 DH 680 Form Missing or Expired
See Children's Records Summary for () records with missing or expired DH680 Immunization Forms.
- 16.21/3 Incomplete DH681 Form
See Children's Records Summary for () records with DH681 Religious Exemption from Immunization form that is missing or incomplete.
- 16.22/3 Incomplete DH 680 Immunization Record
See Children's Records Summary for () records with incomplete immunization records that did not document all required information.
- 16.23/3 No Emergency Medical Release Form
See Children's Records Summary for () records with missing Emergency Medical Release form.

17. Daily Attendance/Center Closing Log: V.A.

- 17.1/2 Attendance Not Recorded Accurately
Staff did not record complete and accurate attendance records to included child's first and last name, time in and out, and date. ().
- 17.2/3 Records Maintained for One Year
The children's center did not maintain attendance records for one year.
- 17.3/2 Attendance Record Not with Staff
The attendance record was not with the staff and a group of () children located ().
- 17.4/2 Attendance Records During an Emergency
The children's center operator/staff failed to possess a current attendance record during a fire drill, emergency preparedness drill or an actual emergency.
- 17.5/2 Closing Log Not Documented
Child care staff failed to sign/date a log verifying that all children had left the premises as evidenced by ().
- 17.6/2 Verified Transitions
Staff failed to verify attendance accuracy at transitions. ().
- 17.7/3 Attendance Not Recorded
Attendance in the classroom for () year old children was not recorded for the date, ().
The number of children present was ().

Medication: V. A.

- 18.1/2 Original Container Not Provided
Prescription/non-prescription medication, (), brought to the children's center was not in the original container.
- 18.2/2 Prescribed Med. Container Not Labeled
Prescription medication, (), brought to the children's center was not adequately labeled, in that labeling did not include information as follows: the name of a physician, child's name, name of the medication, and medication directions.
- 18.3/1 (S) Not Dispensed Per Instructions
A prescription/non-prescription medication, (), was not dispensed according to written directions on the prescription label or printed manufacturer's label as evidenced by ().
- 18.4/3 Child Resistant Caps
Medication that was available with child resistant caps was observed without such caps.
- 18.5/3 Expired Med/Not Given-Remained at Center
Medication which had expired or was no longer being given remained at the children's center.
- 18.6/2 Stored within Reach
Medication was not stored in a locked area or out of a child's reach.
- 18.7/1(S) Wrong Medicine Administered
A child was given the wrong medication in that ().
- 18.8/2 Inaccurate Recording-Parent Permission
The written medication record did not include the following information: the child's name, the name of the medication, date, time amount of dosage to be given, and signature of the custodial parent or legal guardian.
- 18.9/2 Medication Allergies
The children's center was notified of allergies to medication and failed to share the information with staff, put it in the child's file or post it with stored medication.
- 18.10/3 Authorize Admin. Non-Prescription Meds
The facility did not obtain authorization prior to administering emergency non-prescription medication.
- 18.11/2 Notify After Non-Prescription Meds Given
The facility did not contact a parent or legal guardian on the date of occurrence after dispensing emergency non-prescription medication.
- 18.12/3 Record Not Maintained for 1 Year
The children's center did not maintain a written record of medication dispensed for a minimum of one year.
- 18.13/2 Direction from Medical Personnel to Dispense
The facility did not have medical personnel direction prior to administering emergency non-prescription medication that was not supplied by the parent or legal guardian.
- 18.14/3 Inaccurate Recording of Dispensed Medications
The written medication record was not accurate in that ().

- 18.15/2 Medication Allergy Not Documented in Child's File
The children's center was notified of allergies to medication and there was no documentation in the child's file.
- 18.16/3 No Documentation in File after Non-Prescription Med Given
The children's center failed to document in the child's file after dispensing a non-prescription medication in an emergency situation.
- 18.17/3 Medication Stored Inappropriately in Food Prep Area
Medication stored in the food preparation area was not stored in a manner to prevent contamination of food, food contact surfaces, or medication.

19. License Posted V. A.

- 19.1/3 License Not Prominently Displayed
The official license of the children's center was not prominently displayed.

20. Administrative Fine Posted: V. A.

- 20.1/3 Administrative Fine Not Posted
The children's center did not post the following information with the license:
The administrative fine(s) for a violation and a description of the corrective action for each administrative fine.
- 20.2/3 Administrative Fine Not Posted for One Year
The administrative fine did not remain posted for the full year after its effective date.

21. Accidents/Incidents V. A.

- 21.1/2 Copy to Individual Authorized to Pick Up
The children's center failed to provide a copy of the accident or incident report to the individual authorized to pick up the child on the date of occurrence.
- 21.2/3 No Signature of Authorized Release Person
The children's center failed to obtain the signature of the individual authorized to pick up the child on the date of occurrence on the accident or incident report.
- 21.3/3 Documentation Not Completed Same Day
The children's center failed to document accidents/incidents on the day of occurrence.
- 21.4/3 No Signature
Documentation of an accident or incident did not include the signature of facility staff or the custodial parent or guardian.
- 21.5/3 Incomplete/Missing Documentation
The accidents/incidents documentation of the children's center, dated (), did not include the following information:
- 21.6/3 Documentation Not Maintained 1 Year
The accidents and incidents records of the children's center were not maintained for one year.

22. Posted/Appropriate Activities: V. A.

- 22.1/3 Missing Meals/Snacks/Naptimes
The written plan of activities did not include meals, snacks or naptimes appropriate for the ages and the times the children are in care.
- 22.2/3 Schedule-Not an Actual Reflection
The posted schedule activities for the () group of children did not reflect the daily routine as evidenced by ().
- 22.3/3 Schedule of Activities not Posted
The plan of scheduled activities was not posted in a conspicuous location accessible to parents.
- 22.4/3 Social/Intellect/Physical Needs Not Met
The plan of activities for the () group of children did not promote the children's emotional, social, intellectual, and physical growth, in that ().
- 22.5/3 Gross Motor Activities
The children's center's plan of activities did not include appropriate physical activity or gross motor activities.
- 22.7/3 No Balance-Quiet/Active/Indoor/Outdoor
The written plan of activities for the () group of children did not include a balance of quiet and active play, both indoors and outdoors as evidenced by ().
- 22.8/3 Evening Care
The schedule for evening care did not include bedtime routines and personal hygiene routines.
- 22.9/3 No Written Plan of Scheduled Activities
The Center did not have a written plan of activities.
- 22.10/3 Restraining Devices
Restraining devices (such as swings, high chairs, car seats, etc.) were used in excess as an alternative to active play or adult/child interaction, supervision or discipline.
- 22.11/3 Screen Time
The written plan of activities included more than two hours of screen time (video games, computer, television, etc.).

23. Written Plan (Infants) V. A.

- 23.1/3 Written Plan Missing
The children's center had no written plan for the care of infants. ().
- 23.2/3 Plan Not Longer Current-Needs Changes
The children's center did not adjust the individualized written plan as the infant's developmental needs changed as evidenced by ().
- 23.3/3 No Individualized Plan-Infant Under 1 Year
The children's center did not have an individualized written plan available for each infant up to 1 year of age; () infants were without a plan.

- 23.4/3 Plan Not Followed
Although the children's center had the written plan(s) for infants as required the plan was not followed as evidenced by ().
- 23.5/3 No Balance Quiet/Active Experiences
The written plan(s) of the children's center did not have a balance of quiet and active experiences, in that ().
- 23.6/3 Outdoor Time Daily
The children's center did not provide opportunities for outdoor time each day (weather permitting) for infants in care.

24. Written Report (Infants) V. A.

- 24.1/3 Report Not Accessible to Parents
The daily written report for infants was not accessible to parents ().
- 24.2/3 Report Missing Food Intake/Naps/Etc.
The daily written report for infants did not include the following information: ().
- 24.3/3 No Written Report Used
The children's center did not complete a daily written report for infants that was accessible to parents and included information concerning nutritional intake and times of meals, bowel movements, naps and changes in behavior.

25. Field Trips V. A.

- 25.1/3 Parent Not Advised of Field Trip
The children's center did not advise parents in advance of a field trip.
- 25.2/3 Date/Time/Location Not Posted 2 Days Prior
The date, time, and location of the field trip was not posted in a conspicuous location at least two working days prior to the trip.
- 25.3/2 No Parent Permission on File
The children's center did not obtain either general or individual written permission from parent or legal guardian for a field trip.
- 25.4/3 Permission Not Kept One Year
The children's center did not maintain documentation of parental or legal guardian permission for a minimum of one year from the date of each field trip.
- 25.5/3 Emergency Contact Information
The operator/staff did not have emergency contact information for the children on a field trip.
- 25.6/3 Emergency Medical Consent Forms
The operator/staff failed to have emergency medical consent forms for the children on the field trip.

26. Emergency Plan/Diagram Posted V. A.

- 26.2/2 No Emergency Plan Posted
The children's center failed to post an evacuation diagram for emergencies in () classroom(s).

26.3/3 Staff Unaware of Emergency Plan/Exits
Child care staff were unaware of the emergency plans/exits to provide for the safety of children.

26.4/3 Emergency Records Missing from Diagram
The emergency evacuation diagram(s) of the children's center did not state the location of children's emergency records.

Physical Environment VI
27. Fire Inspection VI.B.

27.1/2 No Current Fire Safety Inspection
The children's center did not have a current fire safety inspection by the local fire authority.

27.2/3 No Documented Proof
The children's center did not have documented proof of an annual fire inspection by the local fire authority.

27.3/2 Unapproved Fire Inspection
The children's center had a fire safety inspection by the local fire authority that was not approved. The inspection reflects outstanding fire safety violations.

28. Telephone VI. B.

28.1/3 Telephone Not Available to Staff
Staff did not have immediate access to an operable corded telephone in the children's center.

28.2/2 Telephone Not in Service
The corded telephone of the children's center was not in service. ().

29. Fire Drills. VI. B.

29.1/3 Written Record Incomplete
The written record of fire drills was incomplete and did not include the following ().

29.3/3 Record of Drills Not Kept for One Year
The center operator did not maintain the record of drills for a minimum of one year.

29.4/2 Fire Drills Not According to Regulations
Fire drills were not conducted and/or did not include one drill during napping/sleeping times, one drill using alternate evacuation routes, or one in the presence of the Child Care Licensing Program.

29.5/3 Written Record Not Completed
A written record of fire drills was not completed and/or did not include one drill during napping/sleeping times, one drill using alternate evacuation routes, or one in the presence of the Child Care Licensing Program.

29.6/2 Did Not Evacuate
All adults and children failed to evacuate the children's center when the fire alarm was activated.

29.9/2 TPP-Parent Schedule Not Posted
The classroom for teen parenting program did not have an outdoor exit and the schedule listing the parents who were scheduled for classes was not posted.

- 29.10/2 TPP-Adult/Child Ratio Not Met for Drill
The number of parents present (tpp program) for evacuating the building was insufficient to meet the required adult/child ratio: () persons were required and () persons were present.
- 29.11/3 Minimum Fire Extinguisher Rating
The children's center did not have a fire extinguisher with a minimum rating of 2A10BC available in the food preparation area.
- 29.12/3 Fire Extinguisher Serviced
The children's center did not have the fire extinguisher serviced and retagged timely.
- 29.13/3 Fire Extinguisher/Current Certificate
The children's center did not have a fire extinguisher with a current certificate.

Indoor Play Space

30. Square Footage (Indoor) VI. C.

- 30.1/2 Over Capacity for Space/Rooms-25 Sq Ft.
The minimum of 25 square feet of usable floor space for each child was not met by this children's center which held a valid license on October 1, 1992. The () room has a capacity of () based on 25 square feet per child, and () children were observed in this classroom.
- 30.2/2 Over Capacity for Space/Rooms-35 Sq. Ft.
The minimum of 35 square feet of usable floor space for each child was not met by this children's center which was licensed after October 1, 1992, or had a one year old children's classroom. The () room has a capacity of () children based on 35 square feet per child, and () children/infants were observed in the classroom.
- 30.3/3 Infant-No Space Available for Floor Play
The children's center did not provide a space for infants that was available for floor play.
- 30.4/3 Infants-Room Capacity Exceeded 50 Sq. Ft.
The room capacity for the group of () INFANTS is based on 50 square feet per child as required for initial licensure after January 1, 1993. The room capacity was exceeded.
- 30.5/3 Infant-Inadequate Space-Developmental Needs not Met
The open play space for infants in the () area was insufficient for the developmental needs of the infants in care as evidenced by ().
- 30.6/3 Square Footage Maintained in Common Areas
The children's center failed to maintain square foot per child during a non-routine special event in a common or multi-purpose area in accordance with the local fire authority.
- 30.7/2 Not Meeting Required Usable Floor Space
The children's center did not have the required usable floor space available per child in the () area.

31. Separate Room (Infants) VI.C.

- 31.1/3 Group with No Separate Classroom with Walls
The () infant group was not provided a separate classroom with floor to ceiling walls. ().
- 31.2/3 Door/Opening Not Kept Closed
Staff in the () infant classroom failed to keep a door closed that lead to ().

32. Outdoor Exit (Infants) VI. C.

- 32.1/2 Unapproved Room Used-No Exit to Outdoors
A room used for the care of infants did not have an exit opening directly to the outdoors. ().

33. Diapering Area (Infants) VI. C.

- 33.1/2 Diapering Area in Classroom/No Sink
An infant room did not include a diapering area/diapering area did not contain a hand washing sink; infants were taken to a diapering area outside of the room.
- 33.3/3 Hot/Cold Water Not Always Available
The hand washing sink in the () does not have hot and cold running water. ().
- 33.2/2 Water Exceeds 110 Degrees
The hot water at the hand-washing sink in the () exceeded 110 degrees Fahrenheit. ().

34 Lighting VI. C.

- 34.1/3 Lighting Not Adequate
Lighting in the () was not adequate, in that it did not have sufficient lighting equivalent to a minimum of 20 foot candles of light. ().
- 34.2/2 Lighting Not Sufficient at Naptime
Lighting was insufficient to visually observe and supervise children, including at naptime.
- 34.3/3 Lighting Insufficient in Close Work Areas
All reading, painting, and other close work areas did not have lighting equivalent to 50 foot candles.

35. Temperature and Ventilation VI.C.

- 35.1/3 65-82 Degree Temperature Not Maintained
The required inside temperature of 65 degrees to 82 degrees F. was not maintained at all times in that ().
- 35.2/3 Adequate Ventilation
All rooms in the children's center were not adequately ventilated in that they ().
- 35.3/3 Heavy Cleaning
Heavy cleaning of the room took place while children were in the room.

36. Clean Good Repair (Indoor Play Space) VI. C.

- 36.1/3 Areas of Center Not Clean
An area of the children's center was not cleaned as evidence by ().
- 36.3/3 Area of Center Not in Good Repair
An area of the children's center was observed to not be in good repair ().

36.5/2 Furnishings, Equipment, Plumbing Not Clean
Furnishings, equipment or plumbing were not clean and maintained in good repair, which posed a threat to the health, safety or well-being of the children in care.

36.6/2 Fire Hazard
Fire hazard, such as (), was observed in the children's center.

36.7/3 Documentation of Compliance with Structural Changes
The children's center did not have documentation of approval from the local governing body to verify Compliance for structural modifications made to an existing children's center or new building.

Outdoor Play Space

37. Square Footage (Outdoor) VI. D.

37.1/2 # on Playground Exceeded Sq. Ft. Required
The outdoor play space at the children's center, calculated at 90 square feet per child, allowed () children to use the space at one time, but () children were observed in the play area.

37.2/2 # of Infants Exceeded per 45 Sq. Ft.
The outdoor play space at the children's center for infants through 4 months of age, calculated at 45 square feet per child, allowed () infants to use the space at one time but () infants were observed in the play area.

38. Clean/Free of Hazards (Outdoor Play Space): VI. D.

38.1/3 Debris on Playground
Debris, (), was found on the playground. ().

38.2/2 Not Clean, Free of Litter, Nails or Hazard
The outdoor play area was not clean, free from litter, nails, glass or other hazards.

38.9/2 Play Area Unsafe- Other Hazard
The children's center's outdoor play area was observed to pose a threat to the health, safety or well-being of the children due to the presence of hazardous items including ().

39. Resilient Surface: VI. D.

39.1/2 Inadequate Protective Fall Surface
The children's center does not have adequate ground cover, (), or other protective surface under the () to adequately reduce the incidence of injuries to children in the event of falls.

39.2/3 Ground Cover Not Maintained
The ground cover or other protective surface under the () was not maintained.

40. Adequate Fencing: VI. D.

40.1/2 Fence/Wall Not 4 Feet High
The outdoor play space was not enclosed with fencing or walls a minimum of four feet high as evidenced by ().

40.2/1 (S) Water Hazard-Fence Disrepair/Missing/etc.
The outdoor play area of the children's center was inadequately fenced to prevent children's access to a water hazard, a ().

- 40.3/2 Gate Not Secured
The outdoor play area of the children's center was not adequately fenced, in that a gate on the playground was not secured while children were on the playground. ().
- 40.4/2 Holes/Gaps in Fence
The outdoor play area was not adequately fenced in that it had gaps that could allow children to exit the outdoor play area as evidenced by ().
- 40.5/2 Base of Fence
The base of the fence in the outdoor play area was not at ground level and could allow access by children or animals or allow children to exit the play area.
- 40.6/2 No Separate Area for Infants
The children's center did not provide a separate fenced play area for infants under 2 years of age.
- 40.7/1 Infant Play Area Not Fenced
The children's center was using an outdoor play area for infants that was not fenced.
- 40.8/3 School Age –Unfenced-No Additional Staff
The school age center did not have an additional staff member present in the unfenced outdoor play area used for school age children. There were () school age children with only () staff member(s) in the outdoor play area..
- 40.9/2 Dirt Build Up At Base
The fence in the outdoor play area had a dirt buildup at the base, causing the fence to be less than the minimum 4 feet in height, and could allow children to exit the play area.

41. Sun/Shade VI.D.

- 41.1/3 No Shade Available
The children's center had no shade available on the outdoor play area. (). Provide a shaded area.

Napping Space

42. Napping Space VI. E.

- 42.1/3 Two-Foot Spacing Not Provided
During napping, the minimum spacing of two feet between cot/cribs used by children was not provided for. ()
- 42.2/2 Hazardous Napping Space
The nap/sleep space was under furniture or against furniture that created a hazard.
- 42.3/3 No Rest Space for School Ageders
The children's center had no area for school age children choosing to rest.
- 42.4/3 No Rest Area
The children's center had no designated area where each child can sit quietly or lie down to rest or nap.

43. Exits Clear VI. E.

- 43.1/1 Exits Blocked
The exit area in () was blocked off and inaccessible in an emergency.

43.2/2 Exit Areas Not Clear with Fire Regulations
Exit areas were not clear in accordance with fire safety regulations.

44.SIDS Positioning (Infants)

44.1/2 Infant Not Positioned on Back for Sleeping
A young infant, not capable of rolling over, was not positioned on his/her back for napping to reduce the risk of Sudden Infant Death Syndrome (SIDS).

44.2/3 No Physician Order
The custodial parent or guardian had not provided available documentation that an alternate position is authorized by the physician and a napping or sleeping infant that is not capable of rolling over on their own was observed not positioned on their back.

Bathroom Facilities

45. Accessible/Operable VI. F.

45.1/3 Toilets/Sinks Not Accessible-Too High
Toilets/sinks were not easily accessible and at a height usable by the children.

45.2/3 Toilet/Sink Not Adequately Maintained
Toilets/sinks were not adequately maintained as evidenced by ().

46. Number/Location (Bathrooms) VI. F.

46.1/3 Preschool Not 1 Sink/1 Toilet Per 18
The children's center did not provide at least 1 sink/1 toilet for every 18 children. There were () sinks and () toilets available for use. ().

46.2/3 Toilet Opens to Food Prep Area
Toilet facilities in the () area opened directly into an area where food was prepared. ().

46.3/3 No Bathing Facility
The children's center had neither a portable or permanent bath facility available for bathing children.

46.4/2 Infant Bathroom Shared with Preschoolers
A bathroom adjoining an infant room was shared with preschool children.

46.5/3 School Age-Inadequate # Toilets/Sinks
The school age center did not provide the required number of sinks/toilets, in that two sinks and two toilets are needed for the first 30 children and on additional sink and toilet for every thirty children thereafter; () sinks/toilets were needed and the school age center had only () sinks and () toilets.

47. Bathroom Supplies VI.F.

47.1/3 No Running Water
Running water was not available in the () hand washing area.

47.2/3 Toilet Paper Missing
Toilet paper was not available in the toileting area.

47.3/3 Disposable Towels/Air Dryer Missing
Disposable towels or hand drying machines were not available in the () hand washing area.

47.4/3 Soap Missing
Soap was not available in the () hand washing area.

47.5/3 Trash Receptacle Missing
A trash receptacle was not available in the () hand washing area.

48. Cleaned/Sanitized (Bathroom) VI.F.

48.1/3 Basins/Toilets Not Sanitized Daily
The children's center had no system in place for ensuring that basins and toilets were cleaned and sanitized and/or disinfected as needed and at least daily.

48.2/2 Basins/Toilets Not Sanitized-Health Threat
The children's center did not adequately keep the toilet and bath facilities used by the children clean and/or sanitized or disinfected posing a threat to the health, safety or well-being of the children.

48.3/3 Potty Chairs Not Cleaned/Sanitized
Potty chairs were not cleaned and sanitized after each use. ().

48.4/2 Potty Chairs Not Cleaned/Sanitized-Health Threat
The cleaning and sanitizing of potty chairs did not take place between use by different children, posing a threat to the health, safety or well-being of the children.

Outdoor Equipment

49. Quantity/Appropriate (Outdoor Equipment) VI. G.

49.1/3 Not Enough Equipment for # of Children
The children's center did not have enough equipment for the number of children on the playground as evidenced by ().

49.2/3 Equipment Not Age/Developmentally Appropriate
The children's center did not provide age appropriate/developmentally appropriate outdoor equipment for the () age group, in that ().

50. Maintained/Safe (Outdoor Equipment) VI.G.

50.1/3 Anchored Equipment
The frame of the () was not securely anchored to the ground.

50.2/3 Stationary By Design No Resilient Surface
Playground equipment that is stationary by design did not have ground cover that is resilient under the equipment.

50.3/2 Unsafe Play Equipment
The play equipment (), was not safe for the children to use in that ().

- 50.4/2 Sharp Edges Exposed
Sharp, **broken or jagged** edges were **observed** on the ().
- 50.5/3 No Drainage
The equipment used in the outdoor play area was not constructed to allow for water drainage. Remove standing water.
- 50.6/3 Placement of Equipment
The placement of () did not allow for adequate distance/clearance from other equipment or children in the area.
- 50.7/3 Routine Equipment Inspections
There was no documentation, maintained for one year, that routine inspections were conducted at least every other month of all supports, above and below the ground, all connectors, and moving parts.

Indoor Equipment

51. Quantity/Appropriate

- 51.1/3 Equip/Toys/Furnishings Not Age/Devel Approp
Toys/equipment/furnishings as follows were not age/developmentally appropriate for the () age group: ().
- 51.2/3 Inadequate Toys/Equipment or Furnishings
The quantity of toys, equipment and/or furnishings suitable to each child's age and development was inadequate for the number of children in care in that there was not enough ().
- 51.3/3 Materials Do Not Reflect Diversity
Materials did not reflect diversity in a representative and respectful manner as evidenced by ().
- 51.4/3 Infant Toys-Inappropriate/Inadequate
The children's center lacked suitable/an adequate amount of infant toys.

52. Maintained/Safe

- 52.1/3 Toys/Equipment/Furnishings Unsafe
Toys/equipment/or furnishings were not safe in that ().
- 52.2/2 Toys/Equipment/Furnishings Pose a Threat
Toys/equipment/or furnishing, were dirty/inoperable/not safe and posed a threat to the health, safety or well-being of the children in care in that they ().
- 52.3/3 Toys/Equipment/Furnishings Not Maintained Sanitary
Toys, equipment and/or furnishings were not maintained in a sanitary condition.

53. Napping Equipment

- 53.1/3 Unsanitary Storage-Cot Sheets Touching
Bedding in the () area was not stored in a sanitary manner as evidenced by cot sheets touching when stored.
- 53.2/2 Cots Not Sanitary
Cots appeared to be dirty, and posed a threat to the health, safety and/or well-being of children.

Classification
Summary/Level

Children's Center Standard Classification Summary
12/1/13

- 53.3/3 No Cots/Cribs/Too Few Cots/Cribs
The children's center did not have an adequate number of cots/cribs for the children in care; () cots/cribs were available and () were needed.
- 53.4/2 Cots Not in Good Repair
Cots in use need repair in that observations as follows were made: ().
- 53.5/3 Sheet(s) Not Secured to Cot
The cot sheets were not secured to cot(s) as evidenced by the () in the classroom of () year old children supervised by ().
- 53.6/3 Sheets Not Laundered Weekly/Unsanitary
Sheets are not laundered at least weekly ().
- 53.7/2 Not Enough Cribs for Infants < 1 Yr. Old
Infants less than 1 year old were not provided an individually assigned crib. The children's center had () cribs and () cribs were needed.
- 53.8/2 Crib Slats More than 2 3/8 Inches Apart
Crib slats measured more than 2 3/8 inches apart on () cribs.
- 53.9/3 Inadequate Bedding
The bedding available for children in care was inadequate in that ().
- 53.10/3 Multi-Deck Cribs
The children's center made use of double or multi-deck cribs, cots or beds for children younger than one year of age.
- 53.11/3 Mattress-No Plastic Covering/Cloth Sheet
The crib mattress for () cribs was not protected by a cloth sheet/plastic covering.
- 53.12/3 Pillows/Blankets not Available
Pillows and blankets were not available for sleeping children.
- 53.13/3 Soft Items Under Infant
Pillows or other soft items were observed under a sleeping infant.
- 53.14/3 Bedding Cleaned/Sanitized/Disinfected
Bedding for children was not cleaned and/or sanitized or disinfected.
- 53.15/2 Cribs Don't Meet Federal Regulations
The children's center has cribs that don't meet federal regulation.
- 54. Infant Toys/Equipment Cleaned/Sanitized Daily VI. H.**
- 54.1/3 Toys Not Cleaned/Sanitized
Infant toys were not appropriately cleaned and sanitized daily ().
- 54.2/3 No Labeled Container for Dirty Infant Toys
There was no labeled container provided for storage of dirty toys and play materials. ().

55. Isolation Area

- 55.1/3 No Isolation Area
The children's center did not have a designated isolation area.
- 55.2/3 Isolation Area Not Ventilated or Heated
The children's center's isolation area was not adequately heated or ventilated.
- 55.3/3 No Cot, Bed, or Mat
The children's center's isolation area did not have a bed, cot or mat.
- 55.4/3 Unsanitary Storage of Used Linens
Linens were not changed after each use/and or items were not kept in a closed container until they could be laundered.

SAFETY, HEALTH AND SANITATION VII; FOOD AND NUTRITION IX B.

General Requirements

56. Health Inspection(s)

- 56.1/2 No Approved Annual Food Service Inspection
The children's center did not have proof of a current approved annual food service inspection.

57. Premises Free of Health and Safety Hazards

- 57.1/2 Area Observed to Be Serious Health Hazard
An area of the children's center was observed to be a serious health hazard to children in care.
- 57.2/2 Area Observed to Be Serious Safety Hazard
An area of the children's center was observed to be a serious safety hazard to children in care.
- 57.3/3 Safety Deficiencies Observed
A safety deficiency having a low or no potential for harm to the children in care was observed.
- 57.4/3 Health Deficiencies Observed
A health deficiency having a low or no potential for harm to children in care was observed.
- 57.5/1 Children Released Due to Serious Violation
Children were released from a program due to significant violations(s) that posed an immediate threat to the health and safety of children, and they returned before approval of the Child Care Licensing Program.
- 57.6/3 Animals in Food Prep Area
Animals were observed in the food preparation area.

58. Pest Control VII. A.

- 58.1/3 Evidence of Vermin
There was evidence of rodent or vermin infestation observed as evidenced by ().
- 58.4/2 Pest Control While Children Present
Pest control occurred while rooms were occupied by children ().

59. Screens

59.1/3 Open Window/Door Not Screened/Maintained
Screens were not affixed or maintained on all opened doors and windows in the children's center.

60. Toxic Hazardous Materials

60.7/3 Cleaning Solution Original Container
Cleaning solutions not in their original container did not have contents identified on the container.

60.8/2 Knives/Tools Stored Accessible to Children
Knives/sharp tools were observed within the reach of children as they were stored ().

60.9/2 Harmful Items Easily Accessible
Harmful items including cleaning supplies, flammable products, poisonous, toxic and hazardous materials were accessible to children in care.

60.10/3 Storage of Harmful Items - Toxics
The children's center's storage of harmful items including cleaning supplies, flammable products, poisonous, toxic and hazardous materials allowed access by children in care.

60.11/2 Storage of Harmful Items- Sharps
The storage of potentially harmful items such as knives and/or sharp tools allowed access by children in care.

60.13/2 Accessible Toxics
A toxic substance was accessible to children.

60.14/2 Accessible Hazardous Material
A hazardous material was accessible to children.

60.15/2 Accessible Flammable Material
A flammable material was accessible to children.

60.16/2 Accessible Cleaning Supply
A cleaning supply was accessible to children.

61. Animals Immunized/Parents Notified: VII.A.

61.1/2 No Documentation of Immunizations
The children's center had no documentation of immunization for an animal or fowl, ()..

61.2/3 Parents Not Informed
Parents were not informed in writing of all animals on the premises.

62. No Firearms/Weapons VII. A.

62.1/1 (S) Firearms/Weapons on Premises
A firearm or weapon was observed on the premises. ().

63. No Narcotics/Alcohol/Other Impairing Drugs VII. A.

63.1/2 Impairing Drugs on Premises
Narcotics/alcohol/other impairing drugs, (), was/were found on the premises. ().

64. No Smoking VII. A.

64.1/2 Smoking Observed
Smoking was observed in the children's center, outdoor area, during a field trip or in a vehicle used to transport children, while children were in care. ().

64.2/3 Evidence that Smoking Occurred
There was evidence that smoking occurred in the children's children's center, outdoor area, during a field trip or in a vehicle used to transport children, while children were in care. ().

64.3/3 Notification of Parents
The children's center failed to provide notification to custodial parents and/or legal guardians that smoking is prohibited on the premises of the children's center.

65. Handwashing VII. A.

65.1/2 Staff-No Hand Wash-Assist Child w/Toilet
Staff, (), in the () area did not wash their hands after assisting a child with toileting. ().

65.2/2 Staff Not Hand washing Appropriately
A staff member did not wash his/her hands appropriately after ().

65.3/2 Staff –No Hand Wash Prior to Administering Medication
A staff member did not wash his/her hands appropriately prior to administering medicine to a child.

65.4/2 Staff-No Hand Wash Prior to Food Prep
Staff, (), did not wash their hands prior to preparing food. ().

65.5/3 Children-No Hand Washing After Toileting
Children in the () area did not wash their hands following use of the bathroom.

65.6/3 CDC Guidelines for Hand Washing not Followed
The Center for Disease Control guidelines for hand washing were not followed by a staff member.

65.7/3 Sharing Washcloths/Towels or Toothbrush
Children shared use of toothbrushes, towels or washcloths.

65.8/3 Staff/Children Hand Wash After Outdoor Play
Staff and children did not immediately wash their hands after outdoor play.

65.9/3 Toothbrush Storage
Toothbrushes were stored touching each other.

65.10/3 Hand Sanitizer Used Instead of Hand Washing
Hand sanitizer was used in place of hand washing with soap and running water.

66. Drinking Water VII. A.

66.1/2 No Drinking Water
Drinking water was not available to children in the () group.

66.2/2 Water Not Safe
Drinking water available to children was not safe as evidence by ().

**First Aid, Cardiopulmonary Resuscitation
67. FA/CPR Certificates VII. B.**

67.1/2 No Staff with Current First Aid Certification
The children's center did not have at least one staff member with current and valid certificate of course completion for first aid training.

67.2/2 All Hours Not Covered First Aid
The children's center did not have at least one staff member with current and valid certificate of course completion for first aid training present during all times children are in care.

67.3/2 Coverage On-Site and Field Trip First Aid
The children's center did not have an adequate number of staff appropriately trained in first aid to maintain coverage both on-site and on field trips.

67.4/2 No Staff w/Current CPR Certification
The children's center did not have at least one staff member with current and valid certificate of course completion for infant and child cardiopulmonary resuscitation (CPR).

67.5/2 All Hours Not Covered-CPR
The children's center did not have at least one staff person with current and valid infant and child cardiopulmonary resuscitation present during all hours of operation.

67.6/2 Coverage On-Site and Field Trip CPR
The children's center did not have an adequate number of staff appropriately trained in CPR to maintain coverage both on-site and on field trips.

67.7/2 CPR Not Done By On-Site Assessment
The online CPR training did not include an on-site instructor-based skills assessment and is invalid for the individual.

68. First Aid Kit and Materials on Premises/Field Trips VII. B.

68.1/2 No First Aid Kit on Field Trip
The children's center did not have a first aid kit while on a field trip.

68.2/3 First Aid Kit Stored Incorrectly in Food Prep Area
The children's center's first aid kit that was stored in the food preparation area was not stored in a manner to prevent contamination of food, food contact surfaces, or first aid supplies.

68.3/3 FA Kit Not in Covered Container
The first aid kit supplies were not contained in a covered container.

68.4/3 Incomplete First Aid Kit
The first aid kit of the children's center did not contain the following item(s):

68.5/2 No Kit of Premises at All Times
The children's center did not have a first aid kit on the premises at all times.

68.6/2 Kit Inaccessible to Child Care Staff
The children's center first aid kit was stored in an area inaccessible to child care staff.

69. Emergency Information Posted/Parent Notification VII.C.

69.1/3 Posted Information Missing/Incomplete
The children's center's posted emergency information did not include all required information. ().

69.2/2 No Immed. Parent Notify-Serious Incident
A parent was not immediately notified of a serious illness/accident/injury/emergency to their child ().

69.3/3 Emergency Numbers Not Posted
Emergency telephone numbers/information was not posted on or near all telephones.

69.4/2 No Notification of Status/Temp. Closing
The Child Care Licensing Program office was not notified of the status of the children's center within 24 hours following a fire or natural disaster.

69.5/3 Documentation Not Shared with Parent
An accident/incident, which occurred at the children's center, was not documented and shared with the parent on the day it occurred. ().

69.6/2 Emergency Evacuation and Care Plan
The Plan for Evacuation and Care of Children in Case of Emergencies was not on file in the Child Care Licensing Program office.

69.7/2 No Emergency Preparedness Drills Conducted
The children's center failed to conduct emergency preparedness drills.

69.8/3 No Record of Emergency Preparedness Drills
The children's center failed to maintain records of emergency preparedness and evacuation drills.

70. Field Trip Communication: VII.C.

70.1/2 No Communication Device on Field Trip
The children's center failed to have a cellular phone or similar two-way communication device during a field trip.

Communicable Disease Control

71. Communicable Disease: VII. D.

71.1/3 Child with Symptoms of Communicable Disease Not Isolated
A child suspected of having a communicable disease was not placed in isolation or removed from the premises. ().

71.2/2 Health Dept. Not Notified of Outbreak
The children's center failed to notify the county health department immediately when an outbreak of communicable disease was suspected. ().

- 71.3/3 Parent/Legal Guardian Not Notified of Ill Child
The parents or legal guardians of a child suspected of having a communicable disease were not notified. ().
- 71.4/2 Child w/Head Lice Permitted to Return
A child identified as having head lice was permitted to return to the children's center before treatment had occurred.
- 71.5/3 Permitted to Return w/Disease Symptoms
A child was permitted to return to the children's center without medical authorization or the signs and symptoms of the disease were still present.
- 71.6/3 Treatment of Equipment
The children's center failed to treat areas, equipment, toys or furnishings which a child with lice had contact with.
- 71.7/3 Staff with Symptoms of Communicable Disease Not Isolated
Staff with symptoms of communicable disease were not isolated or removed from the premises.

72. Diapering Practices VII. E.

- 72.1/3 Items Unrelated to Diapering
Items unrelated to diapering were observed on the diaper changing surface or stored in the diaper changing area.
- 72.2/2 Changing Surface Not Cleaned and/or Sanitized
Diaper changing surface in () was not cleaned and sanitized or disinfected with an appropriate solution after each use as evidenced by ().
- 72.3/3 Impermeable Surface
Diaper changing area in () did not have an impermeable surface.
- 72.4/3 Handwash Sink Used for Other than Handwashing
The handwashing sink in the () was observed being used for other than handwashing. () was placed/observed in the sink.
- 72.5/3 Feeding/Diapering Area Not Separate
Feeding and diapering areas for the () group were not kept physically separated in that ().
- 72.6/1 Child Unattended on Changing Surface
A child was left unattended while being diapered/having clothes changed. ().
- 72.7/2 Staff-No Handwashing after Diapering
A staff member failed to wash their hands after diapering or toileting procedure
- 72.8/2 Child's Hands Not Washed After Diapering
A staff member failed to wash the child's hands after diapering.
- 72.9/2 Soiled Diaper Not Promptly Changed
There was not a supply of clean diapers, clothing and/or linens and they were not changed promptly as evidenced by ().
- 72.10/2 Diaper Container Accessible to Children
The container for soiled diapers was accessible to children in the () area.

- 72.11/3 Container Not Emptied/Sanitized Daily
The container for soiled diapers was not emptied, cleaned and sanitized or disinfected daily.
- 72.12/2 Soiled Cloth Diapers-Procedures Not Followed
Procedures for the care of soiled cloth diapers were not followed as evidenced by ().
- 72.13/3 Diaper Pail Not Plastic-Lined
Soiled items were not disposed of in a plastic-lined, securely covered container.
- 72.14/3 Diaper Pail Not Covered
The container for storage of soiled disposable diapers was not covered. (Gold Seal 3)

Transportation VIII.

73. License/Examination VIII. C.

- 73.1/3 Driver's License Expired/No Proof
The children's center's driver, (), did not have proof of a current Florida driver's license. ().
- 73.2/2 No Valid FL Drivers License
The driver, (), of a vehicle regularly used to transport children, did not have a valid driver's license.
- 73.3/2 Physical Exam Not Current
The driver, (), of a vehicle regularly used to transport children did not have verification of a current annual physical examination.
- 73.5/3 No Proof of Current First Aid or CPR
The children's center's driver did not have documentation of course completion for first aid and/or infant and child CPR.
- 73.6/2 No Current First Aid or CPR
The children's center's driver did not have a certificate of course completion for first aid and/or infant and child CPR.
- 73.7/2 No Driver's License Endorsement
The children's center driver did not have the appropriate driver's license endorsement.
- 73.8/2 No Documentation of Endorsement
The children's center failed to obtain the proper documentation for driver's endorsement.

74. Liability Insurance VIII.D.

- 74.1/3 No Documentation of Insurance Coverage
The children's center did not have documentation of current liability insurance for the vehicle(s) used to transport children in care.
- 74.2/2 Inadequate or No Insurance Coverage
The children's center did not have the required insurance coverage on all vehicles used to transport children in care. ().

75. Annual Inspection: VIII.E.

75.1/2 No Current Inspection
The children's center had no verification that all vehicles regularly used to transport children had been inspected annually by a mechanic.

75.2/3 Documentation Not in Vehicle
Documentation of annual vehicle inspection by a mechanic was not maintained in the vehicle.

76. Seating Capacity/Restraints VIII. F.

76.1/1(S) No Restraints
Each child being transported was not provided an individual factory installed seat belt or federally approved child safety restraint. This vehicle had restraints for () children and () were transported. ().

76.2/1(S) Seat Belt Not Age Appropriate
The use of seat belts by the children's center was not age appropriate for children being transported who required safety restraints. ().

76.3/1(S) Vehicle Capacity Exceeded
The number of individuals transported in a vehicle exceeded the manufacturer's designated seating capacity or the number of factory installed seat belts. (). The vehicle had a capacity of () and () individuals were transported at one time.

77. Driver's Attendance Log: VIII.G.

77.1/2 No Log
The children's center did not maintain a log for all children transported in the vehicle. ().

77.2/3 Log w/Missing Info
The driver's attendance log for () did not include the following information:

77.3/2 Child Dropped at Inappropriate Location
The driver of a vehicle failed to drop the child at the appropriate location.

77.4/1(S) Child Harmed Dropped at Wrong Location
The driver of the vehicle failed to drop the child off at the appropriate location resulting in serious harm to the health, safety and well-being of a child.

77.5/3 Log Not Kept for One Year
The children's center failed to retain the driver's attendance log for one year.

77.6/2 Children Not Marked Departing Vehicle
Upon arrival at the destination, it was determined that the driver of the vehicle failed to mark each child off the log as children departed the vehicle.

77.7/2 No Visual Sweep
Upon arrival at the destination, the driver (), of the vehicle and second adult, (), failed to conduct a physical inspection and visual sweep of the vehicle to ensure that no child was left in the vehicle.

- 77.8/2 Adult/Child Ratios Transporting Children
The required adult/child ratios were not maintained while transporting children.
- 77.9/2 Smoking in Vehicle Transporting Children
Smoking occurred in a vehicle used when children were being transported.
- 77.10/3 Contact Information
Contact information for children being transported was not maintained in vehicles.
- 77.11/2 Emergency Care Plans and Supplies
Emergency care plans, supplies and/or medication was not available for children being transported with chronic medical conditions.

Food/Nutrition IX AC

78. Food/Nutrition

- 78.1/3 Needs for Quantity/Quality Not Met
The children's center did not provide nutritious meals/snacks of a quantity or quality to meet the daily nutritional needs of the children in that ().
- 78.2/3 No Arrangements w/Parents to Meet Needs
The children's center does not provide meals and snacks, and failed to make arrangements with parents to provide nutritional food for the child. ().
- 78.3/3 Menu Not Planned/Written/Posted
Meal and snack menus were not planned/written/posted in a conspicuous place accessible to parents at the beginning of each week.
- 78.4/3 Menus Not Dated
Menus were not dated for ().
- 78.5/3 Substitutions Not Noted on Menu
Menu substitutions were not noted on the menu for ().
- 78.6/3 Menu Not Maintained 4 Months
The children's center did not maintain menus for a minimum of four months.
- 78.7/3 Special Diet Requirements Not Met
The children's center did not maintain information as follows for a child's special diet: a copy of the physician's order, a copy of the diet, a sample meal plan.
- 78.8/2 Child Given Food After Allergy Notify
A child was given () after the children's center was notified of a food allergy by the parent or legal guardian.
- 78.9/3 No Food Allergy Documentation/Child File
The children's center did not maintain required written documentation of known food allergies in a child's file.

78.10/3 Special Food Restrictions Shared with Staff
The children's center did not share with staff or post in an easily accessible location, special food restrictions for a child.

79. Food Service

79.1/2 Infant Not Held/Unable to Support Self
An infant unable to support himself was not held while being fed. ().

79.3/2 Bottle Propped
An infant was observed with a propped bottle.

79.4/3 Mechanical Device Used
The children's center had no medical authorization on file for use of an automatic feeding device that was observed.

79.5/3 Insufficient Seating for Eating
The children's center had insufficient seating at tables for the number of children eating at one time.

79.6/3 Age Appropriate Food
Children were provided food that was not appropriate for their ages.

79.7/3 Re-Use of Single Serve Items
The children's center re-used single service ().

79.8/3 Bottles/Sippy Cups Brought From Home Not Returned
Bottles or sippy cups brought from home were not returned to the custodial parent or guardian daily.

79.10/3 Plates/Utensils/Sippy Cups/Bottles Provided by Center not Properly Cleaned Between Uses
Plates, utensils, sippy cups, bottles provided by the children's center were re-used prior to being properly cleaned and sanitized.

80. Formula

80.1/3 Bottles/Sippy Cups Not Labeled
Bottles/Sippy cups containing formula or milk were not individually labeled.

80.2/3 Bottles of Formula Not Refrigerated
Formula was not refrigerated upon arrival at the children's center.

80.3/3 Leftover Formula/Milk Not Discarded
Leftover formula/milk in a bottle and sippy cups was not discarded after initial use.

80.5/3 Open Can Commercial-Not Dated/Covered
Opened cans of ready-to-feed formula were observed in the refrigerator undated/uncovered. ().

80.8/2 Food Not Tested
Heated foods or bottles were not tested before feeding.

Application, Fee, License X

81. Application, Fee, License X

81.1/3 Application Not Received
The application for license renewal was not received within 45 days prior to the expiration date of the current license.

82. Capacity: X

82.1/2 More Children Than Licensed Capacity
The children's center is licensed to serve () children and () children were observed in care () at the children's center and/or on a field trip.

82.2/2 Sq. Footage Requirement Not Maintained
The children's center failed to maintain the required 25, 35 or 50 square foot per child in areas occupied by children.

82.3/3 Capacity Posted in Each Room
The children's center failed to post the room capacity in each room of the children's center.

Advertising XI

83. Advertising XI

83.1/3 License # Not on Printed Materials
The license number of the children's center was not included on printed materials. ().

83.2/3 License # Not On Existing Sign
The license number of the children's center was not included with the name of the children's center on the existing sign.

83.3/3 License Number on Advertising
The children's center failed to include their license number when advertising.

Access XII

84. Access- In Person/By Telephone XII.

84.1/2 Parents/Licensing Denied Access
The owner/director/employee failed to grant access to the children's center during the hours of operation to the Child Care Licensing Program or parent/legal guardian.

84.2/3 Answering Machine-No Emergency Number
The children's center used an answering machine when children were in care without providing an emergency number. ().

Other Regulations

85. Other

85.1/3 Age of Person in Charge
1.A.5 Personnel in children's centers meet minimum age requirements.
The person in charge at the time of the inspection was not 21 years of age as evidenced by ().
The person must be at least 21 years of age.

Classification
Summary/Level

Children's Center Standard Classification Summary

12/1/13

- 85.2/2 Caring for Age Group Not Licensed For
X.A. 3. The application shall contain the following:
c. The maximum number of children to be enrolled, ages of children, and hours of care.
X.F.1.b. The application for change of license is to be filed and approved before the change occurs.
The children's center has not been approved to care for age () children.
- 85.3/2 Behavior Detrimental to the Progress of a Child
1.A.4. Personnel in children's center shall not exercise any influence detrimental to the progress, development, health or safety of children.
The inappropriate behavior of () as evidenced by () was not a positive influence for the development of the children present at that time.
- 85.4/2 Free of Impairment from Mental Illness
I. A.2. Personnel in children's centers shall be in good health and free from impairment of mental illness.
Child care staff was not in good health and free from impairment from mental illness as evidenced by ().
- 85.5/1 (S) Free of Impairment from Drugs or Alcohol
1.A.3. Child care staff shall be free from the influence of drugs, narcotic or non-narcotic, and be free from the influence of alcohol that impair their ability to provide safe child care.
Child care staff was impaired by drugs or alcohol while supervising children as evidenced by ().
- 85.6/3 Access to Licensing Regulations
VII.A.16 All children's center personnel shall have access to a copy of Licensing Regulations governing Pinellas County Children's Centers.
Child care staff did not have access to Licensing Regulations as evidenced by ().
- 85.7/1 (S) Misrepresentation of Information
XV. I. 1,2 Child care personnel misrepresented information, impersonated, or provided fraudulent information related to the children's center to a parent/guardian, Child Care Licensing Program or law enforcement.

