

SCHOOL AGE ONLY INSPECTION FORM

☐ INITIAL ☒ UNANNOUNCED ☐ PARTIAL ☐ FOLLOW UP ☐ LOCATION CHANGE ☐ OTHER

Program Name: <u>YMCA Pine Grove SACD Program</u>	License Number: <u>70188</u>	Date of Inspection: <u>8/31/21</u> Time of Arrival: <u>12:30</u>
Address: <u>161 Sconville Rd</u>	Expiration Date: <u>8/31/22</u>	Licensed Capacity: <u>40</u>
Town: <u>Avon</u>	Telephone: <u>860 653-5524</u>	# of children present: <u>14</u> # of staff present: <u>2</u>
Operator: <u>YMCA of Metropolitan Hartford Inc.</u>	Director: <u>Caitlin Butkus</u>	
Email: <u>caitlin.butkus@ghymca.org</u>	Head Teacher: <u>Danielle Romanelli</u>	
Hours of Operation: <u>Mon-Fri 7-8:30am 2:40-6pm</u>	Summer Care: <u>closed</u>	
Agnes Served: <u>5-12 years</u>	Instruction Codes: ✓ = Compliance/No violation found O = Non-compliance/Violation found N/A = Not applicable at this time	

Licensure Procedures 19a-79-2a

☒ 1. Local Health Inspection Date: 10/29/19

Administration 19a-79-3a

- ☒ 2. New Staff-Employee Orientation
- ☒ 3. Annual Staff Policy Training
- ☒ 4. Documentation of Behavior M. Tech Discussed w/Parents
- ☒ 5. Notification of Change
- ☒ 6. Policies: Discipline/Supervision/Child Protection/General Operating Policies/Personnel Policies/Closing Time Policy
- ☒ 7. Daily Attendance Records: Children/Staff

Items Posted: Conspicuous/Accessible

- ☒ 8. License
- ☒ 9. Current Fire Marshal Certificate Date: 8/27/20
- ☒ 10. OEC Complaint Procedure
- ☒ 11. Food Service Certificate Date: n/a
- ☒ 12. Menus
- ☒ 13. Emergency Plans
- ☒ 14. No Smoking Signs
- ☒ 15. Radon Test (Y/N) Date: _____ Results: _____

Staffing 19a-79-4a

- ☒ 16. Staff Health Records/TB Tests
- ☒ 17. Professional Development
- ☒ 18. Disciplinary Actions
- ☒ 19. Designated Head Teacher/60%
- ☒ 20. Two Staff Present
- ☒ 23. Designated Director/Training
- ☒ 24. CPR Certified Staff
- ☒ 25. First Aid Trained Staff

Consultants

- ☒ 26. Agreements/Contracts (Complete/Signed Annually)

	Contracts	Logs
Education	✓	✓
Health	✓	✓
Social Service	✓	✓
Dental	✓	✓
Dietitian	<u>n/a</u>	<u>n/a</u>

- ☒ 27. Logs/Visits Documented

Swimming: (Y/N)

- ☒ 28. Non-Swimmers Identified
- ☒ 29. Staff/Child Ratios
- ☒ 30. CPR Certified Staff (20 years of age)
- ☒ 31. Lifeguard Certified/Supervision

Record Keeping 19a-79-5a

- ☒ 32. Enrollment Information
- ☒ 33. Emergency Medical Permission
- ☒ 34. Authorized Released Permission
- ☒ 35. Field Trip Permission
- ☒ 36. Transportation Permission
- ☒ 37. Child Health Records/Immunizations/TB
- ☒ 38. Individual Care Plan (Signed by Parent/Staff)
- ☒ 39. Injury/Illness/Accident Reports

Health and Safety 19a-79-6a

- ☒ 40. Nutritious Snacks/Meals (Required Food Groups)
- ☒ 41. Proper Refrigeration
- ☒ 42. Kitchen Separated
- ☒ 43. Hand Washing Before Eating/Food Handling
- ☒ 44. First Aid Kit(s): Indoor/Outdoor/Field Trip/Inventory

Physical Plant 19a-79-7a

- ☒ 45. License Premise: Clean/Good Repair/Hazard Free
- ☒ 48. Sanitary Drinking Fountains/Disposable Cups
- Water Supply: Public/Well
- ☒ 49. Lead Water Test (Y/N) Date: _____
- Bacterial/Chemical Test (Y/N) Date: _____
- ☒ 50. Walkways Maintained
- ☒ 51. Designated Staff Toilet/Sink
- ☒ 53. Windows Protected to Prevent Falls
- ☒ 55. Overhead Doors Locking Devices/ Spring Protectors
- ☒ 56. Exits/Hallways and Stairs Unobstructed
- ☒ 58. Smoking Prohibited
- ☒ 59. Matches/Lighters Inaccessible
- ☒ 61. Toileting Needs Met
- ☒ 62. Required Toilets/Sinks/Supplies
- ☒ 64. Hand Washing After Toileting: Staff/Children
- ☒ 65. Ventilation in Toilet Room
- ☒ 66. Air Temperature Comfortable
- ☒ 68. Portable Space Heaters
- ☒ 69. Building/Equipment: Sanitary/Hazard Free
- ☒ 71. Hot Water/Steam Pipes Protected
- ☒ 72. Working Phone on Each Level

Signature of OEC Representative:

Erin Wraight

Written Corrective Action Plan

Due to OEC by: 9/14/21

Signature of Person in Charge:

Danielle Romanelli

Print name:

Erin Wraight

Print name:

Danielle Romanelli

SCHOOL AGE ONLY INSPECTION FORM

Program Name: Ymca Pine Grove SACD Program		License Number: 70188	Date of Inspection: 8/31/21
<u>Physical Plant continued:</u> ☒ 73. Emergency Numbers Posted ☒ 75. Light Fixtures Shielded/Shatter Proof ☒ 76. Potentially Hazardous Substances Locked ☒ 77. Garbage/Rubbish Disposed Daily ☒ 78. Stairs Protected/Good Repair/Handrails ☒ 79. Pets: Maintained/Care Plan (Y/N) ☒ 80. Operable CO Detector on Each Level (Y/N) ☒ 81. Program Space/Adequate Sq. Ft. Per Child ☒ 84. Developmentally Appropriate Equipment/Materials ☒ 85. Hot Tubs/Spas/Saunas: Locked/Inaccessible (Y/N) ☒ 86. No Weapons/No Facsimile of a Firearm on Premise <u>Outdoor Space</u> ☒ 87. Outdoor Space Adequate Sq. Ft. Per Child ☒ 88. Impact Absorbing Material under Equipment ☒ 89. Playground Free of Hazards ☒ 92. Equipment Anchored/Safely Arranged ☒ 93. Outdoor Playground Protected ☒ 94. Drinking Water Available/Accessible <u>Educational Requirements 19a-79-8a</u> ☒ 95. Written Plan for Daily Program Available to Parents/Staff ☒ 96. Activity Choices: Developmentally Appropriate/ Flexible/Meets Individual Needs Program Includes: Indoor/Outdoor, Gross/Fine Motor Skills, Snacks/Meals, Rest/Sleep/Quiet Time, Toileting and Clean Up <u>Administration of Medications 19a-79-9a</u> ☒ 97. Written Policies/Procedures ☒ 98. Training Outline on file <u>Nonprescription Topical Medications</u> ☒ 99. Administration/Parent Permission/MAR ☒ 100. Labeling/Storage <u>Oral/Topical/Inhalant/Injectable Medications</u> ☒ 101. Med Trained Staff/Certificates ☒ 102. Authorized Prescriber/Parent Permission/MAR ☒ 103. Labeling/Storage ☒ 104. Unused/Expired Meds Returned/Disposed <u>Self-Administration</u> ☒ 105. Authorized Prescriber/Parent Permission/MAR ☒ 106. Labeling/Storage ☒ 107. Approved Petition For Special Med Authorization <u>Emergency Distribution of Potassium Iodide</u> ☒ 108. KI Pill Parent Permission/Storage		<u>School Age Children Endorsement 19a-79-11</u> ☒ 143. Approved Endorsement ☒ 144. Activity choices appropriate ☒ 145. Ratio: 1 Staff to 10 Children ☒ 146. Group Size: Max. 20 Children ☒ 147. Education Consultant Appropriate <u>Monitoring of Diabetes 19a-79-13</u> NO children enrolled ☒ 154. Written Policies/Procedures ☒ 155. On Site Staff Trained in First Aid/Glucose Testing ☒ 156. Training Current/Documented ☒ 157. Supervision of Self Administration ☒ 158. Equipment/Supplies: Labeled/Inaccessible ☒ 159. Signed Agreement w/Parent Regarding Equipment ☒ 160. Materials Discarded Appropriately ☒ 161. Authorized Prescriber/Parent Permission ☒ 162. Documentation of Test Results/Actions Taken ☒ 163. Daily Written Parent Notifications	
Signature of OEC Representative Erin Wraight		Written Corrective Action Plan Due to OEC by: 9/14/21	
Signature of Person in Charge Danielle Romanello		Signature of Person in Charge Danielle Romanello	

Print Name: **Erin Wraight**

Print Name: **Danielle Romanello**

SUPPLEMENTAL REPORT OF INSPECTION

Name of Program/Provider: YMCA Pine Grove SACD License # 70188 Date: 8/31/21

Observations/Corrections needed:

- 4. observed 3 children without behavior management discussed with parents
- 9. Fire marshal certificate not current
- 16. observed 2 expired staff physicals, 1 staff without physical
- 32. Three children present without enrollment information
- 33. Three children present without emergency medical permission
- 34. Three children present without authorized release permission
- 37. Six children present without a physical/immunizations/TB on file
- 38. child with EpiPen and Albuterol on site without care plans
- 44. First Aid kit observed without tape and 2 instant cold packs
- 73. Emergency numbers not posted
- 19a-79-3a(a)-program failed to ensure the health and safety of child in care with both asthma and anaphylaxis indicated on physical and program does not have medication or care plans on file

Discussed: ① staff annual policy review due ② 2 medication authorizations on school forms (not child care).

S = Substantiated NS = Not Substantiated P = Pending (if applicable)

Operators/providers are required by regulations and statutes to be in compliance at all times.

Signature: Erin Wraight
(OEC Representative)
Print Name: Erin Wraight

CORRECTIVE PLAN SHALL BE RETURNED TO

OEC BY: 9/14/21

Signature: Danielle Romanelli
(Person in Charge)
Print Name: Danielle Romanelli