

CHILD CARE CENTER/GROUP INSPECTION FORM

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

Program Name: <u>Old Lyme Children's Learning Center</u>	License Number: <u>12854</u>	Date of Inspection: <u>11/19/21</u>	Time of Arrival: <u>8:15am</u>
Address: <u>57 Lyme St</u>	Expiration Date: <u>10/31/25</u>	Licensed Capacity: <u>36</u>	Under 3 Capacity: <u>36</u>
Town: <u>Old Lyme 06371</u>	Telephone: <u>860-203-6641</u>	# of children present: <u>9</u>	# of staff present: <u>3</u>
Operator: <u>Old Lyme Children's Learning Center</u>	Director: <u>Dana Gatchek</u>	Head Teacher: <u>Jessie Mott</u>	
Email: <u>office.olkc@gmail.com</u>	Summer Care: <u>open</u>		
Hours of Operation: <u>7am 5:30pm</u>	Instruction Codes: √ = Compliance/No violation found O = Non-compliance/Violation found N/A = Not applicable at this time		
Ages Served: <u>3yrs-5yrs</u>	Endorsements: ☒ Under Three (6wks - 36m) ☒ Preschool (3y - 5y) ☐ School Age (5y & up) ☐ Night Care (6wks & up)		

Licensure Procedures 19a-79-2a

☒ 1. Local Health Date: 8/16/21

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: 8/17/21
- ☒ 10. OEC Complaint Procedure
- ☒ 11. Food Service Certificate Date: —
- ☒ 12. Menus
- ☒ 13. Emergency Plans
- ☒ 14. No Smoking Signs
- ☒ 15. Radon Test (Y/N) Date: 2/14/19 Results: 1.6

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
- ☒ 21. Ratio: 1 Staff to 10 Children
- ☒ 22. Group Size: Maximum 20 Children
- ☒ 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	☒	☒

☒ 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 Date: 8/20/21
- Bacterial/Chemical Test (Y/N) Date: 8/20/21
- ☒ 50. Walkways Maintained
- ☒ 51. Designated Staff Toilet/Sink
- ☒ 52. All Openings for Ventilation Screened
- ☒ 53. Windows Protected to Prevent Falls
- ☒ 54. Glass Protected to 36"
- ☒ 55. Overhead Doors Locking Devices/Spring Protectors
- ☒ 56. Exits/Hallways and Stairs Unobstructed
- ☒ 57. Individual Storage of Clothing/Bedding
- ☒ 58. Smoking Prohibited
- ☒ 59. Matches/Lighters Inaccessible
- ☒ 60. Electrical Safety: Outlets/Cords
- ☒ 61. Toileting Needs Met
- ☒ 62. Required Toilets/Sinks/Supplies
- ☒ 63. Potty Chairs: Nonporous/Emptied/Disinfected
- ☒ 64. Hand Washing After Toileting: Staff/Children
- ☒ 65. Ventilation in Toilet Room
- ☒ 66. Air Temp 65°, Thermometer Affixed

Signature of OEC Representative:

Fil Montanye

Written Corrective Action Plan Due to OEC by: 11/23/21

Signature of Person in Charge:

Dana Gatchek

Print name:

Fil Montanye

Print name:

Dana Gatchek

CHILD CARE CENTER/GROUP INSPECTION FORM

Program Name: <u>Old Lyme Children Learning Center</u>		License Number: <u>12854</u>	Date of Inspection: <u>11/9/21</u>
Physical Plant continued: ☒ 67. Water Temperature 60°-115° ☒ 68. Portable Space Heaters ☒ 69. Walls/Ceilings/Floors/Rugs: Clean/Good Repair ☒ 70. Rugs Secure ☒ 71. Hot Water/Steam Pipes Protected ☒ 72. Working Phone on Each Level ☒ 73. Emergency Numbers Posted ☒ 74. Adequate Lighting: 50/30 Candle Feet ☒ 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 ☒ 82. Equipment: Good Repair/Safe/Non-toxic ☒ 83. Cots Stored/Maintained/Adequate Number ☒ 84. Developmentally Appropriate Equipment/Materials ☒ 85. Hot Tubs/Spas/Saunas: Locked/Inaccessible (Y/N) ☒ 86. No Weapons/No Facsimile of a Firearm on Premise Outdoor Space ☒ 87. Outdoor Space Adequate Sq. Ft. Per Child ☒ 88. Impact Absorbing Material under Equipment ☒ 89. Playground Free from Hazards ☒ 90. Peeling Paint (Y/N) Sample Taken (Y/N) ☒ 92. Equipment Anchored/Safely Arranged ☒ 93. Outdoor Play Area Protected/Fenced ☒ 94. Drinking Water Available/Accessible Educational Requirements 19a-79-8a ☒ 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 Administration of Medications 19a-79-9a ☒ 97. Written Policies/Procedures ☐ 98. Training Outline on file Nonprescription Topical Medications ☒ 99. Administration/Parent Permission/MAR ☒ 100. Labeling/Storage Oral/Topical/Inhalant/Injectable Medications ☐ 101. Med Trained Staff/Certificates ☐ 102. Authorized Prescriber/Parent Permission/MAR ☒ 103. Labeling/Storage ☒ 104. Unused/Expired Meds Returned/Disposed Self-Administration ☒ 105. Authorized Prescriber/Parent Permission/MAR ☒ 106. Labeling/Storage ☒ 107. Approved Petition For Special Med Authorization		Under Three Endorsement 19a-79-10 ☒ 109. Approved Endorsement ☐ 110. Ratio: 1 Staff to 4 Children ☒ 111. Group Size no Larger than 8 ☒ 112. Physical Barriers/Groups of 8 (Indoors/Outdoors) ☒ 113. Adequate Sinks in Program Space ☒ 114. Free Standing/Well-Constructed/Safe Cribs ☒ 115. Washable Cots ☒ 116. Chairs for Feeding/Stable/Safety Straps/Locking Tray ☒ 117. Dev. Appropriate Tables/Chairs/Equipment ☒ 118. Refrigerators and Food Prep Facilities ☒ 119. Sturdy/Safety Rail/Nonporous/Exclusive Use ☒ 120. Washed/Disinfected ☒ 121. Disposable Paper Sheets ☒ 122. Covered Waste Receptacle ☐ 123. Diaper Changing Policy Posted ☒ 124. Hand Washing Policy Posted ☒ 125. Individual Storage of Personal Items ☒ 126. Cribs/Cots Washed/Disinfected ☒ 127. Under 12 Months Placed on Back for Sleeping ☒ 128. Alternate Sleep Position/Equip-Medical Document Y/N ☒ 129. Crib/Bed Used for Infant Sleeping ☒ 130. Crib/Bed Free from Observable Hazards ☒ 131. Infant Toys Separate/Washed/Disinfected Daily ☐ 132. No Toys/Objects Less than 1 1/4" Diameter ☒ 133. Plastic Bags/Balloons/Styrofoam Objects Inaccessible ☒ 134. Health Consultant/Documentation of Visits ☒ 135. Infants Held for Bottles/Individual Attn/Tummy Time ☒ 136. Written Statement/Feeding Schedule from Parent ☒ 137. Unused Portions of Liquids Discarded ☒ 138. Clean Bottles/Disp. Bottles/Approved Bottle Washing ☒ 139. Food Served from Dish or Whole Jar Served ☒ 140. Bottles Individually Identified w/Child's Name Outdoor Play Space-Under Three: ☒ 141. Play Space Fenced ☒ 142. Outdoor Equipment: Dev. Appropriate School Age Children Endorsement 19a-79-11 ☐ 143. Approved Endorsement ☐ 144. Activity choices appropriate ☐ 145. Ratio: 1 Staff to 10 Children ☐ 146. Group Size: Max. 20 Children ☐ 147. Education Consultant Appropriate Night Care Endorsement 19a-79-12 (10pm-5am) ☐ 148. Approved Endorsement ☐ 149. Written Program Plan/Supervision ☐ 150. Staff Awake/Available ☐ 151. Cot/Crib/Bedding/Toiletries/Sleep Apparel ☐ 152. Individual Storage of Personal Items ☐ 153. Bedding/Sleeping Apparel Laundered Weekly Monitoring of Diabetes 19a-79-13 ☒ 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 <u>Fil Montanye</u>		Written Corrective Action Plan Due to OEC by: <u>11/23/21</u>	
Print Name: <u>Fil Montanye</u>		Signature of Person in Charge <u>Dana Gatchel</u>	
Print Name: <u>Dana Gatchel</u>			

SUPPLEMENTAL REPORT OF INSPECTION

Name of Program/Provider: Old Lyme Children's Learning Center License # 12854 Date: 11/9/21

Observations/Corrections needed:

- #6 observed policies to be incomplete
- #13 observed posted emergency plans in both buildings incomplete
- #16 physicals not observed for 4 out of 5 staff files
TB not observed for 4 out of 5 staff files
- #25 observed First Aid certificates to be incomplete
- #26 current education, health, social service, and dental agreements not observed
- #27 current logs for review of policies and education program plan not observed for education, social service and dental consultants
- #37 1 out of 7 children's physicals incomplete
- #38 individual care plan incomplete not signed by parent and all staff responsible for child's care
- individual care plan calls for medication not on site
- #49 lead water test not observed
- #54 glass protected to 36 inches not observed in 3 transition rooms on one set of windows in each of those rooms
- #60 observed AC cord dangling on 3 year side of other building (toddler building)

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: Fil Montanye

Print Name: Fil Montanye
(OEC Representative)

CORRECTIVE PLAN SHALL BE RETURNED TO

OEC BY: 11/23/21

Signature: Dana Gatchek

Print Name: Dana Gatchek
(Person in Charge)

SUPPLEMENTAL REPORT OF INSPECTION

PAGE 4

Name of Program/Provider: Old Lyme Children's Learning Center License # 12854 Date: 11/9/21

Observations/Corrections needed:

- #62 toilets in main building blocked off from use per staff do not use. Number of toilets remaining for use are not enough for the overall capacity.
- #65 observed vent in children's bathroom in toddler building with dust build up and rust.
- #76 observed unlocked disinfectants and clorox wipes at changing tables throughout and kitchen area where infants are fed.
- #88 observed fisher Price slide on infant deck with no impact absorbing material
- #98 training outline for medication administration not observed.
- #99 diaper ointment permission not observed for 1 out of 2 children
- #101 medication trained staff not observed for all hours program operates
 - observed no prefilled injectable trained staff
 - child attending has order for epi pen
- #102 observed medication order without signed parent authorization
 - medication order for medication listed on care plan not observed.

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Signature: Fil Montenye
(OEC Representative)

Print Name: Fil Montenye

CORRECTIVE PLAN SHALL BE RETURNED TO

Signature: Dana Gatchek
(Person in Charge)

OEC BY: 11/23/21

Print Name: Dana Gatchek

SUPPLEMENTAL REPORT OF INSPECTION

PAGE 5

Name of Program/Provider: Old Lyme Children's Learning Center License # 12854 Date: 11/9/21

Observations/Corrections needed:

#110 upon arrival observed 5:1 ratio in toddler program

#123 diaper changing policy not observed transition rooms and infant rooms

#132 observed mulch on under 3's playgrounds to be less than 1 1/4 diameter poses choking hazard

Discussion

- program is in compliance with vaccine requirements per governor's order
- BCIS and Background check discussed
- TA for new director discussed
- Postings for 2 buildings under same licensed over all program discussed

* item left blank will be inspected @ another time.

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

Signature:

[Signature]

Print Name:

F. Montanye

CORRECTIVE PLAN SHALL BE RETURNED TO

OEC BY:

11/23/21

Signature:

[Signature]

Print Name:

Dana Gatchek