

INITIAL UNANNOUNCED FULL/PARTIAL FOLLOW UP LOCATION CHANGE OTHER

Program Name: Berlin YMCA at Griswold Before/After Care	License Number: 70319	Date of Inspection: 1/17/23	Time of Arrival: 3:10
Address: 133 Heather Ln	Expiration Date: 8/31/24	Licensed Capacity: 99	
Town: Berlin	Telephone: (860) 357-2717	# of children present: 22	# of staff present: 5
Operator: Meriden-New Britain-Berlin YMCA INC	Director: Stephanie Fusco	Head Teacher: Angelica Kopacz	
Email: sfusco@nobyymca.org	Summer Care: closed		
Hours of Operation: Mon-Fri 7:30 am / 3:30-6pm	Instruction Codes:		
Ages Served: 5-12 years	√ = 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: 8/30/21

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: 8/15/22
- 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: N/A Results: _____
- 15a. Developmental Milestones

Staffing 19a-79-4a

- 16. Staff Health Records/TB Tests
- 17. Professional Development
- 18. Disciplinary Actions
- 18b. Background Checks
- 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	N/A	N/A

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: N/A
- Bacterial/Chemical Test (Y/N) Date: N/A
- 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

Print Name: Erin Wraight

Written Corrective Action Plan

Due to OEC by:

1/31/23

Signature of Person in Charge:

Stephanie Fusco

Print Name: Stephanie Fusco

SUPPLEMENTAL REPORT OF INSPECTION

Name of Program/Provider: Berlin YMCA at Griswold License # 70819 Date: 1/17/23
BIA care

Observations/Corrections needed:

5. Notification of change not submitted for new head teacher or education consultant.

15a. Developmental Milestones not posted

34. observed 2 out of 8 child files missing authorized release permission

38. care plans not signed by all staff caring for children

104. observed expired Benadryl and unused inhaler

Discussed: ① 2 children with incomplete parent work information
② post updated snack menu

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: 
(OEC Representative)

CORRECTIVE PLAN SHALL BE RETURNED TO

Signature: 
(Person in Charge)

OEC BY: 1/31/23