



DIVISION OF LICENSING

450 Columbus Boulevard, Suite 302, Hartford, Connecticut 06103
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 Email: oeclicensing@ct.gov Website: www.ctoec.org

CHILD CARE CENTER/GROUP CHILD CARE HOME INSPECTION

Program Name	SUNFLOWER FAMILY LEARNING CENTER				License Number	DCCC.70528	Date of Inspection	04/11/2024		
					Expiration Date	11/30/2027	Time of Inspection	10:10 AM		
Address	1470 BARNUM AVE BRIDGEPORT CT 06610-3237				Telephone	(203) 945-1770	Licensed Capacity	54		
					Hours of Operation	MONDAY-FRIDAY 7:00am-5:00PM	Infant/Toddler Capacity	29		
Is this a Change of Address?	Yes?		No?	X			Summer Care	Open		
New Address					Minimum Age Served	6 weeks	Maximum Age Served	12 years	Water Supply	Public Water
					Program's Email	sunflowerfamilylearningcenter@gmail.com				
Operator	SUNFLOWER FAMILY DAYCARE LLC				Name of Inspector	Cathy Anderson				
Director	SHANELLE MARIE WILSON				Inspector's Email	catherine.anderson@ct.gov				
Key: Compliant = X Non-Compliant = O	# of Infants - Toddlers Present	20	# of Total Children Present	45	# of Staff Present	10	Type of Inspection	UNANNOUNCED INSPECTION - FULL		

LICENSURE PROCEDURES 19a-79-2a

X	1. Local Health Inspection	
	Date: 10/01/2023	
O	1a. False or Misleading Statements	Program knowingly furnished or made false or misleading statement(s) when their dental contract was forged by them and they repeatedly insisted that it was current until inspectors continued to question them over an extended period of time showing them proof that contract was a copy of signature. Cont. in discussion

ADMINISTRATION 19a-79-3a

O	1b. Administration	(a)Failed to ensure the safety, health and development of the children when observed a child who is diabetic and has medication on site and here today. Staff are not trained
X	1bb. Capacity	
X	2. New Staff – Employee Orientation	
X	3. Annual Staff Policy Training	
O	3b. Managing child behavior	Failed to manage child behavior based on developmentally appropriate practice when overheard staff using a very loud voice and harsh tone in preschool room, repeating "hands in your lap" several times to a child. At least 5 times in a row.
X	4. Documentation of Behavior M. Tech Discussed w/parents	
X	4b. Failure to report	

<input type="radio"/>	5. Notification of Change	Failed to provide notification of change when observed the Tinman room which is approved for over 3's was being used for under 3's during this inspection. The director moved the children back to an under 3's room during the inspection.	
<input checked="" type="radio"/>	6. Program policies	Including discipline, supervision, child protection, general operating, personnel, closing time	
<input checked="" type="radio"/>	7. Daily Attendance Records- staff and children		
ITEMS POSTED – ACCESSIBLE			
<input checked="" type="radio"/>	8. License		
<input checked="" type="radio"/>	9. Fire Marshal certificate		
	Date	12/27/2023	
<input checked="" type="radio"/>	10. OEC Complaint procedure		
<input checked="" type="radio"/>	11. Food Service Certificate	N/A?	
	Date	12/31/2024	
<input checked="" type="radio"/>	12. Menus		
<input checked="" type="radio"/>	13. Emergency plans		
<input checked="" type="radio"/>	14. No Smoking Signs		
<input checked="" type="radio"/>	15. Radon Test	N/A?	
	Date	Results	
	02/03/2023	0.07	
<input checked="" type="radio"/>	15a. Developmental Milestones		
<input checked="" type="radio"/>	15b. Access		
<input checked="" type="radio"/>	15bb. Endorsements		
STAFFING 19a-79-4a			
<input checked="" type="radio"/>	15c. Staffing		
<input type="radio"/>	16. Staff Health records – TB tests	Failed to maintain current medical statement(s) when observed 1 out of 8 staff health record does not have an exam date, and the physician did not sign the health record and 1 out of 8 are missing documentation of TB results.	
<input type="radio"/>	17. Professional development	Failed to document annual policy and procedure training for 1 out of 8 staff files and 1 out of 8 staff files are missing documentation of new staff orientation.	
<input checked="" type="radio"/>	18. Disciplinary actions		
<input type="radio"/>	18b. Background checks	Failed to ensure staff have completed background checks when observed 1 staff working with children and needs a background check.	

X	19. Designated Head Teacher																					
X	20. Two Staff present																					
X	20a. Staff Qualities																					
O	21. Ratio: 1 staff to 10 children	Failed to maintain proper staff/child ratios when observed during the walk through of the program the Lion room had 12 children to 1 staff.																				
X	21b. Supervision																					
X	22. Group Size – maximum 20 children																					
X	23. Designated director - Training																					
X	24. CPR Certified Staff (Group Home N/A)																					
X	25. First Aid Trained Staff																					
O	26. Consultants- Agreements and Contracts	Failed to maintain complete consultant agreements when observed the Health Consultant agreement is not complete with services required.																				
O	27. Logs – Visits documented	Failed to document annual review of policies, plans, procedures and education programs by all consultants.																				
	Not in Compliance?	<table border="1"> <thead> <tr> <th>Education</th> <th>Health</th> <th>Social Service</th> <th>Dental</th> <th>Dietician N/A?</th> </tr> </thead> <tbody> <tr> <td></td> <td>O</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Contracts</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Logs</td> <td>O</td> <td>O</td> <td>O</td> <td></td> </tr> </tbody> </table>	Education	Health	Social Service	Dental	Dietician N/A?		O				Contracts					Logs	O	O	O	
Education	Health	Social Service	Dental	Dietician N/A?																		
	O																					
Contracts																						
Logs	O	O	O																			
	Do they take children swimming?	N SWIMMING																				
X	28. Non-swimmers identified																					
X	29. Staff/Child Ratios																					
X	30. CPR certified staff (20 years of age)																					
X	31. Lifeguard certified - supervision																					
RECORD KEEPING 19a-79-5a																						
O	32. Enrollment information	Failed to maintain complete enrollment information for each child when observed 2 out of 10 enrollment forms are missing physician information.																				
O	33. Emergency medical permission	Failed to maintain emergency medical permission forms for 2 out of 10 child files.																				
O	34. Authorized release permission	Failed to maintain authorized release permission forms for 10 out 10 child files.																				
X	35. Field trip permission																					
X	36. Transportation permission																					

<input type="radio"/>	37. Child health records and immunizations	Failed to maintain complete health records for children when 1 child had incomplete page 2, bottom section on a health record and one child had an expired physical as of 8-23-23. Another child is missing TB risk assessment on NYC form.
<input type="radio"/>	38. Individual care plan (signed by parents and staff)	Failed to maintain complete individual care plans when 3 care plans are not signed by staff responsible for child's care or parent.
<input checked="" type="radio"/>	39. Injury, Illness, Accident reports	

HEALTH AND SAFETY 19a-79-6a

<input type="radio"/>	40. Nutritious snacks and meals (required food groups)	Failed to provide nutritionally adequate meals when observed lunch and pm snack menu does not have the required food groups.
<input checked="" type="radio"/>	41. Proper refrigeration (max 45°)	
<input type="radio"/>	42. Kitchen separated	N/A? Failed to keep kitchen separated from children by a door or gate when observed no barrier on the kitchen and observed a pot on the stove boiling.
<input checked="" type="radio"/>	43. Hand washing – before eating or food handling	
<input type="radio"/>	44. First Aid Kit(s) – Indoor, Outdoor, Field Trips, Inventory	Failed to maintain complete first aid kit(s) when indoor kit was missing one triangular bandage, two ice packs, a thermometer and tweezers.

PHYSICAL PLANT 19a-79-7a

<input type="radio"/>	45. License premises – clean, good repair, hazard free	Failed to maintain the building, equipment and services when observed: Dorothy Toddler room-room is used for storage. Lion room-cord by refrigerator not secured. Tinman room-tablet cord broom and swiffer not secured.
<input checked="" type="radio"/>	47b. Plans for new construction, expansion, renovation or conversion	
<input checked="" type="radio"/>	48. Sanitary drinking fountains – disposable cups	
<input checked="" type="radio"/>	49. Lead Water Test (N/A?) 10/01/2023	Bacterial/Chemical Test (N/A?) <input checked="" type="radio"/>
<input checked="" type="radio"/>	50. Walkways maintained	
<input checked="" type="radio"/>	51. Designated staff toilet/sink	
<input checked="" type="radio"/>	52. All openings for ventilation screened	
<input checked="" type="radio"/>	53. Windows protected to prevent falls	
<input checked="" type="radio"/>	54. Glass protected up to 36"	
<input checked="" type="radio"/>	55. Overhead doors – locking devices, spring protectors	
<input checked="" type="radio"/>	56. Exits, Hallways and Stairs unobstructed	

X	57. Individual storage of clothing and bedding	
X	58. Smoking prohibited	
X	59. Matches and lighters inaccessible	
X	60. Electrical safety – outlets/cords	
X	61. Toileting needs met	
X	62. Required toilets, sinks, supplies	
X	63. Potty chairs – nonporous, emptied, disinfected	
X	64. Hand washing after toileting – staff and children	
X	65. Ventilation in toilet rooms	
X	66. Air temperature 65 degrees, thermometer affixed	
X	67. Water temperature 60° – 115°	
X	68. Portable space heaters	
X	69. Walls, ceilings, floors and rugs – clean, good repair	
X	70. Rugs secure	
X	71. Hot water, steam pipes protected	
X	72. Working phone on each level	
X	73. Emergency numbers posted	
X	74. Adequate lighting - 50/30 candle feet	
X	75. Light fixtures shielded, shatter proof	
O	76. Potentially hazardous substances locked	Failed to ensure that potentially hazardous substances are stored in a locked area when observed: Tin-man room-cabinet under sink has all purpose cleaner and unlabeled spay bottle with orange liquid unlocked. Kitchen-bleach and cleaner under sink cabinet not locked and kitchen door opened.
X	77. Garbage, rubbish disposed daily	

X	78. Stairs protected, good repair, handrails	
X	79. Pets – maintained, care plan	Y/N N
X	80. Operable CO detector on each level	N/A? Y
X	81. Program space-adequate square footage per child	
X	82. Equipment clean, good repair, safe, non-toxic	
X	83. Cots stored, maintained, adequate number	
X	84. Developmentally appropriate equipment	
X	85. Hot tubs, spas, saunas – locked and inaccessible	Y/N N
X	86. No weapons, no facsimile of a firearm on premises	
OUTDOOR SPACE		
X	87. Outdoor space - adequate square footage per child	
O	88. Impact absorbing material under equipment	Failed to ensure a minimum of 8 inches of impact absorbing materials when observed 2 slides and 1 high rocking horse without documentation that the impact absorbing rubber mats equals 8" or fall zone equivalent.
O	89. Playground free from hazards	Failed to ensure the playground is free of glass, debris, holes and other hazards when observed hose not secured, 1 bike with rust and a wooden sensory table wood is soft and warped.
O	92. Equipment anchored, safely arranged	Failed to ensure outdoor equipment is anchored for stability when observed 2 slides and a high rocking horse not anchored.
X	93. Outdoor play area protected, fenced	
X	94. Drinking water available, accessible	
EDUCATIONAL REQUIREMENTS 19a-79-8a		
X	95. Written plan for daily program available to parents/staff	
X	96. Schedule – Activity choices and Program	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		
X	97. Written policies, procedures	
X	98. Training outline on file	

NONPRESCRIPTION TOPICAL MEDICATIONS

<input type="radio"/>	99. Administration, parent permission, MAR	Failed to maintain complete written parent permission for medication when observed 2 forms without a specific reason for application. Parent indicated. "As needed" and one had no date range indicated on a Desitin and another child was missing an authorization form for hello Bello.
<input checked="" type="checkbox"/>	100. Labeling, storage	Failed to maintain proper labeling of medication for 2 diaper creams.

ORAL/TOPICAL/INHALENT MEDICATIONS

<input checked="" type="checkbox"/>	101. Med trained staff, certificates O/T/I Injectable Y N	
<input checked="" type="checkbox"/>	102. Authorized prescriber, parent permission, MAR	Failed to maintain written order from prescriber for medication for 2 insulin pens.
<input type="radio"/>	103. Labeling, storage	Lion room- in a high unlocked cabinet has adult Tylenol and not labeled.
<input checked="" type="checkbox"/>	104. Unused, expired meds returned/disposed	

SELF-ADMINISTRATION

<input checked="" type="checkbox"/>	105. Authorized prescriber, parent permission, MAR	
<input checked="" type="checkbox"/>	106. Labeling, storage	
<input type="radio"/>	107. Approved petition for special medication authorization	Failed to petition the OEC for special medication permission for child who is diabetic.

INFANT/TODDLER ENDORSEMENT 19a-79-10

Yes	Is there an approved endorsement?	
<input checked="" type="checkbox"/>	109. Approved endorsement	
<input checked="" type="checkbox"/>	110. Ratio: 1 staff to 4 children	
<input checked="" type="checkbox"/>	111. Group size: no larger than 8	
<input checked="" type="checkbox"/>	112. Physical barriers, groups of 8 (indoors and outdoors)	
<input checked="" type="checkbox"/>	113. Adequate sinks in program space	
<input checked="" type="checkbox"/>	114. Free standing, well-constructed, safe cribs	
<input checked="" type="checkbox"/>	115. Washable cots	
<input checked="" type="checkbox"/>	116. Chairs for feeding, stable, safety straps, locking tray	
<input checked="" type="checkbox"/>	117. Developmentally appropriate tables, chairs, equipment	
<input checked="" type="checkbox"/>	118. Refrigerators and food prop facilities	

○	119. Diaper area- sturdy, safety rail, nonporous, exclusive use	Failed to ensure the exclusive use of the diaper area when observed: Scarecrow room-water bottle and shaving cream stored on changing table Dorothy Waddler-toys are being stored on changing table. Bathroom-6 different child wipes packages and 4 pull ups are stored on changing table.		
X	120. Diaper area- washed, disinfected			
X	121. Diaper area- disposable paper sheets			
X	122. Covered waste receptacle			
X	123. Diaper changing policy posted, followed			
X	124. Hand washing policy posted, followed			
X	125. Individual storage of personal items			
X	126. Cribs/cots washed and disinfected			
X	127. Under 12 months- placed on back for sleeping			
X	128. Alternate sleep position- equipment, medical documentation	Yes	No	
			X	
X	129. Crib, bed used for infant sleeping			
X	130. Crib, bed free from observable hazards			
X	131. Infant toys separate, washed, disinfected daily			
X	132. No toys, objects less than 1/1/4" diameter			
X	133. Plastic bags, balloons, Styrofoam objects inaccessible			
X	134. Health consultant, doc. of visits			
X	135. Infants held for bottles, indiv. attention, tummy time			
X	136. Written statement, feeding schedule from parent			
X	137. Unused portions of liquids discarded			
X	138. Clean Bottles, disp. bottles, approved bottle washing			
X	139. Food served from dish or whole jar served			
	140. Bottles individually identified with child's name			

OUTDOOR PLAY SPACE - UNDER THREE

X	141. Play space fenced	
X	142. Outdoor equipment developmentally appropriate	
Yes	Is there an approved endorsement?	SCHOOL AGE ENDORSEMENT 19a-79-11
X	143. Approved endorsement	
X	144. Activity choices appropriate	
X	145. Ratio – 1 staff to 10 children	
X	146. Group size – maximum 20 children	
X	147. Education Consultant appropriate	
No	Is there an approved endorsement?	NIGHT CARE ENDORSEMENT 19a-79-12 (10pm-5am)
	148. Approved endorsement	
	149. Written program plan, supervision	
	150. Staff awake and available	
	151. Cot, crib, bedding, toiletries, sleep apparel	
	152. Individual storage of personal items	
	153. Bedding, sleeping apparel laundered weekly	
Y	Child with diabetes enrolled?	MONITORING OF DIABETES 19a-79-13
○	154. Written policies and procedures	Failed to maintain written policies and procedures governing the administration of finger stick blood glucose tests.
○	155. On site staff trained in first aid, glucose testing	Failed to maintain training to administer finger stick blood glucose testing
○	156. Training current and documented	Failed to maintain current training for any staff
	157. Supervision of self-administration	
○	158. Equipment, supplies labeled and inaccessible	Failed to maintain proper labeling on 2 insulin pens.

<input type="radio"/>	159. Signed agreement with parents regarding equipment	Failed to maintain a signed agreement from the parent
<input type="radio"/>	160. Materials discarded appropriately	Failed to ensure proper disposal when the Director stated they cap the finger stick needle and they are thrown in the trash.
<input type="radio"/>	161. Authorized prescriber, parent permission	Failed to maintain current written orders when observed the top of the medication form has the top section blank.
<input type="radio"/>	162. Documentation of test results, actions taken	Failed to maintain the results of all blood glucose tests and actions taken
<input checked="" type="checkbox"/>	163. Daily written parent notification	Failed to ensure that parent(s) are notified on a daily basis test results and actions taken

ADDITIONAL VIOLATIONS

<input checked="" type="checkbox"/>	62. Consent Order - Negotiated Corrective Action Plan	N/A?	
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YES or NO? Yes	WERE VIOLATIONS CITED DURING THIS VISIT?
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DISCUSSIONS:

Continued.. then they admitted making a copy of signature from 2019 and added a current date.
 Storage bins are stacked high on cubbies and can pose a fall hazard
 Mother's address missing from enrollment forms.

COMMENTS:

NOTE: Items left blank on this form were not monitored during this visit.
 Only the regulations marked as compliant, non-compliant or not applicable were monitored or discussed.
APPLICANTS: You MAY NOT OPERATE until all requirements have been met and a license has been issued by the Agency.

 (Signature of OEC Representative)	 (Signature of OEC Representative)	DATE CORRECTIONS DUE BY:	 (Signature of Person in Charge)
Cathy Anderson (Printed Name)	Lori Mangano (Printed Name)	04/25/2024	Shanelle Wilson (Printed Name)