



DIVISION OF LICENSING

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CHILD CARE CENTER/GROUP CHILD CARE HOME INSPECTION

Program Name	PIECES OF THE PUZZLE EARLY LEARNING CENTER				License Number	DCCC.70521		Date of Inspection	05/01/2024	
					Expiration Date	10/31/2027		Time of Inspection	10:14 AM	
Address	917 BRIDGEPORT AVE SHELTON CT 06484-4679				Telephone	(475) 269-2405		Licensed Capacity	86	
					Hours of Operation	M-F 6:30AM - 6:30PM		Infant/Toddler Capacity	56	
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	piecesofthepuzzle.elc@gmail.com				
Operator	PIECES OF THE PUZZLE EARLY LEARNING CENTER LLC				Name of Inspector	Kristi Morgan				
Director	DANAISHA A LAWRENCE				Inspector's Email	kristi.morgan@ct.gov				
Key: Compliant = X Non-Compliant = O	# of Infants - Toddlers Present	15	# of Total Children Present	27	# of Staff Present	12	Type of Inspection	UNANNOUNCED INSPECTION - FULL		

LICENSURE PROCEDURES 19a-79-2a

X	1. Local Health Inspection	
	Date: 10/18/2022	
X	1a. False or Misleading Statements	

ADMINISTRATION 19a-79-3a

X	1b. Administration	
X	1bb. Capacity	
X	2. New Staff – Employee Orientation	
X	3. Annual Staff Policy Training	
X	3b. Managing child behavior	
X	4. Documentation of Behavior M. Tech Discussed w/parents	
X	4b. Failure to report	

X	5. Notification of Change	
X	6. Program policies	Including discipline, supervision, child protection, general operating, personnel, closing time
X	7. Daily Attendance Records- staff and children	
ITEMS POSTED – ACCESSIBLE		
X	8. License	
O	9. Fire Marshal certificate	Failed to maintain a current fire marshal inspection.
	Date 10/18/2022	
X	10. OEC Complaint procedure	
X	11. Food Service Certificate	<u>N/A?</u>
	Date 12/31/2024	
X	12. Menus	
X	13. Emergency plans	
X	14. No Smoking Signs	
X	15. Radon Test	<u>N/A?</u>
	Date Results	
	04/19/2019 1.3	
X	15a. Developmental Milestones	
X	15b. Access	
X	15bb. Endorsements	
STAFFING 19a-79-4a		
X	15c. Staffing	
X	16. Staff Health records – TB tests	
X	17. Professional development	
X	18. Disciplinary actions	
X	18b. Background checks	

X	19. Designated Head Teacher	
X	20. Two Staff present	
X	20a. Staff Qualities	
X	21. Ratio: 1 staff to 10 children	
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	
X	26. Consultants- Agreements and Contracts	
X	27. Logs – Visits documented	
	Not in Compliance?	Education
	Contracts	Health
	Logs	Social Service
		Dental
		Dietician N/A? X
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 enrollment information for each child. Work address not observed for one or both parents in 4 children's files.
X	33. Emergency medical permission	
X	34. Authorized release permission	
X	35. Field trip permission	
X	36. Transportation permission	

X	37. Child health records and immunizations		
X	38. Individual care plan (signed by parents and staff)		
X	39. Injury, Illness, Accident reports		
HEALTH AND SAFETY 19a-79-6a			
X	40. Nutritious snacks and meals (required food groups)		
X	41. Proper refrigeration (max 45°)		
X	42. Kitchen separated	N/A?	
X	43. Hand washing – before eating or food handling		
X	44. First Aid Kit(s) – Indoor, Outdoor, Field Trips, Inventory		
PHYSICAL PLANT 19a-79-7a			
O	45. License premises – clean, good repair, hazard free	Failed to maintain the building, equipment and services. Observed an unsecured cabinet in preschool; piece of foam on small shelf in Pre-Toddlers in disrepair.	
X	47b. Plans for new construction, expansion, renovation or conversion		
X	48. Sanitary drinking fountains – disposable cups		
X	49. Lead Water Test (N/A?) 10/11/2023	Bacterial/Chemical Test (N/A?)	
X	50. Walkways maintained		
X	51. Designated staff toilet/sink		
X	52. All openings for ventilation screened		
X	53. Windows protected to prevent falls		
X	54. Glass protected up to 36"		
X	55. Overhead doors – locking devices, spring protectors		
X	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	
○	65. Ventilation in toilet rooms	Failed to ensure that toilet room in the twos has working mechanical ventilation.
X	66. Air temperature 65 degrees, thermometer affixed	
X	67. Water temperature 60° – 115°	
X	68. Portable space heaters	
○	69. Walls, ceilings, floors and rugs – clean, good repair	Failed to maintain walls, ceilings, floors and rugs in a good state of repair. Observed dusty ceiling vents in the 2s bathroom, and in preschool; 1 stained ceiling tile in the preschool bathroom.
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	
○	76. Potentially hazardous substances locked	Failed to ensure that potentially hazardous substances are stored in a locked area. Observed unlocked toxins in preschool (Lysol wipes), Pre-Toddlers (expo spray and sunscreen in low drawer), Young Toddlers (Lysol wipes).
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		
X	88. Impact absorbing material under equipment		
X	89. Playground free from hazards		
X	92. Equipment anchored, safely arranged		
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. Observed 2 expired topical permission forms; 2 incomplete - missing start and/or end dates; 1 topical without a permission form.
<input type="radio"/>	100. Labeling, storage	Failed to maintain proper labeling and storage of medication. Observed diaper cream stored in a low accessible drawer in pre-toddlers; observed 1 unlabeled diaper cream.
ORAL/TOPICAL/INHALENT MEDICATIONS		
<input checked="" type="checkbox"/>	101. Med trained staff, certificates O/T/I Injectable Y Y	
<input checked="" type="checkbox"/>	102. Authorized prescriber, parent permission, MAR	
<input checked="" type="checkbox"/>	103. Labeling, storage	
<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 checked="" type="checkbox"/>	107. Approved petition for special medication authorization	
Yes	Is there an approved endorsement?	INFANT/TODDLER ENDORSEMENT 19a-79-10
<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	

X	119. Diaper area- sturdy, safety rail, nonporous, exclusive use			
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			
O	133. Plastic bags, balloons, Styrofoam objects inaccessible	Failed to ensure plastic bags, balloons and styrofoam objects are not accessible to children. Observed plastic bags in a low drawer in the toddler room and infants in a low drawer.		
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			
X	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
X	154. Written policies and procedures	
X	155. On site staff trained in first aid, glucose testing	
X	156. Training current and documented	
X	157. Supervision of self-administration	
X	158. Equipment, supplies labeled and inaccessible	

X	159. Signed agreement with parents regarding equipment	
X	160. Materials discarded appropriately	
X	161. Authorized prescriber, parent permission	
X	162. Documentation of test results, actions taken	
X	163. Daily written parent notification	

ADDITIONAL VIOLATIONS

	62. Consent Order - Negotiated Corrective Action Plan	N/A?	
		X	

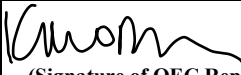

<u>YES or NO?</u> Yes	WERE VIOLATIONS CITED DURING THIS VISIT?
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DISCUSSIONS:

- observed a torn changing table pad in young toddlers
- observed 1 carpet with a corner curling up in Pre-K
- observed paint wearing off of the changing table in Swaddlers leaving a porous surface.
- observed 1 expired diaper cream
- observed 1 cord unsecured in the 2s.
- observed 2 toys in the handwashing only sink in Tiny Tots.
- observed 1 individual care plan not signed by 1 staff.
- observed 1 staff missing annual policy training.
- observed 1 staff without complete professional development for 2022-23 year.
- observed 1 refrigerator measuring greater than 41 degrees in the Pre-K room.
- first aid kit missing tape.

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 Person in Charge)	DATE CORRECTIONS DUE BY:
Kristi Morgan (Printed Name)	Danaisha Lawrence (Printed Name)	05/15/2024