



DIVISION OF LICENSING

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 Phone (800)282-6063 or (860)500-4450 Fax (860)326-0552
 Email: oe.licensing@ct.gov Website: www.ctoec.org

CHILD CARE CENTER/GROUP CHILD CARE HOME INSPECTION

Program Name	PORTER'S HOUSE				License Number	DCCC.70688	Date of Inspection	05/09/2024		
					Expiration Date	1/31/2027	Time of Inspection	07:23 AM		
Address	541 WOLCOTT ST WATERBURY CT 06705-1334				Telephone	(203) 527-7813	Licensed Capacity	25		
					Hours of Operation	M - F 7:00 - 8:15 AM 12:00 - 5:30 PM	Infant/Toddler Capacity	0		
Is this a Change of Address?	Yes?		No?	X			Summer Care	Open		
New Address					Minimum Age Served	5 years	Maximum Age Served	12 years	Water Supply	Public Water
					Program's Email	cherylp@portershous.org				
Operator	PORTER'S HOUSE INC				Name of Inspector	Kristi Morgan				
Director	CHERYL A PORTER				Inspector's Email	kristi.morgan@ct.gov				
Key:	Compliant = X	# of Infants - Toddlers Present	0	# of Total Children Present	1	# of Staff Present	1	Type of Inspection	UNANNOUNCED INSPECTION - FULL	
	Non-Compliant = O									

LICENSURE PROCEDURES 19a-79-2a

X	1. Local Health Inspection	
	Date: 12/19/2022	
X	1a. False or Misleading Statements	

ADMINISTRATION 19a-79-3a

X	1b. Administration	
X	1bb. Capacity	
O	2. New Staff – Employee Orientation	Failed to maintain documentation for all staff.
O	3. Annual Staff Policy Training	Failed to maintain documentation for all staff.
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	10/24/2022
X	10. OEC Complaint procedure	
	11. Food Service Certificate	N/A?
	Date	X
X	12. Menus	
O	13. Emergency plans	Failed to post complete emergency plans in a conspicuous location - missing fire emergency plan.
X	14. No Smoking Signs	
X	15. Radon Test	N/A?
	Date	Results
	12/05/2023	.3
X	15a. Developmental Milestones	
X	15b. Access	
X	15bb. Endorsements	
STAFFING 19a-79-4a		
X	15c. Staffing	
O	16. Staff Health records – TB tests	Failed to maintain current medical statement for 1 staff.
X	17. Professional development	
X	18. Disciplinary actions	
X	18b. Background checks	

<input checked="" type="checkbox"/>	19. Designated Head Teacher																			
<input type="checkbox"/>	20. Two Staff present	Failed to maintain two staff on the premises. Observed 1 staff on site, per staff she works alone every morning with 2-3 children who attend mornings.																		
<input checked="" type="checkbox"/>	20a. Staff Qualities																			
	21. Ratio: 1 staff to 10 children	Not applicable for school-age only programs.																		
<input checked="" type="checkbox"/>	21b. Supervision																			
	22. Group Size – maximum 20 children	Not applicable for school-age only programs.																		
<input checked="" type="checkbox"/>	23. Designated director - Training																			
<input checked="" type="checkbox"/>	24. CPR Certified Staff (Group Home N/A)																			
<input type="checkbox"/>	25. First Aid Trained Staff	Failed to maintain current first aid supplementary materials certificates for 3 staff.																		
<input type="checkbox"/>	26. Consultants- Agreements and Contracts	Failed to maintain current consultant agreements for all consultants.																		
<input type="checkbox"/>	27. Logs – Visits documented	Failed to document annual review of policies, plans, procedures and education programs for all consultants; health consultant not logging semi-annual visits.																		
	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> <th>X</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </tbody> </table>	Education	Health	Social Service	Dental	Dietician N/A?	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Education	Health	Social Service	Dental	Dietician N/A?	X															
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
	Contracts																			
	Logs																			
	Do they take children swimming?	N SWIMMING																		
<input checked="" type="checkbox"/>	28. Non-swimmers identified																			
<input checked="" type="checkbox"/>	29. Staff/Child Ratios																			
<input checked="" type="checkbox"/>	30. CPR certified staff (20 years of age)																			
<input checked="" type="checkbox"/>	31. Lifeguard certified - supervision																			
RECORD KEEPING 19a-79-5a																				
<input type="checkbox"/>	32. Enrollment information	Failed to maintain enrollment information for each child. Observed 3 children's files missing the work address for parents.																		
<input type="checkbox"/>	33. Emergency medical permission	Failed to maintain emergency medical permission forms.																		
<input checked="" type="checkbox"/>	34. Authorized release permission																			
<input checked="" type="checkbox"/>	35. Field trip permission																			
<input checked="" type="checkbox"/>	36. Transportation permission																			

<input type="radio"/>	37. Child health records and immunizations	Failed to maintain complete health records for children. Observed 1 child's physical not dated; 1 child's physical indicated that the child received a TB test, no results on file; 1 child's physical missing immunizations.	
<input type="radio"/>	38. Individual care plan (signed by parents and staff)	Failed to maintain individual care plans for 1 child diagnosed with asthma.	
<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. Observed 1 food group served at each snack.	
<input checked="" type="radio"/>	41. Proper refrigeration (max 45°)		
<input checked="" type="radio"/>	42. Kitchen separated	N/A?	
<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), missing 1 triangular bandage and 2 instant cold packs.	
PHYSICAL PLANT 19a-79-7a			
<input type="radio"/>	45. License premises – clean, good repair, hazard free	Failed to maintain the building, equipment and services. Observed unsecured shelves in purple and blue groups; table propped on wall in blue group.	
<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?) 11/30/2022	Bacterial/Chemical Test (N/A?)	
<input checked="" type="radio"/>	50. Walkways maintained		
<input checked="" type="radio"/>	51. Designated staff toilet/sink		
	52. All openings for ventilation screened	Not applicable for school-age only programs.	
<input checked="" type="radio"/>	53. Windows protected to prevent falls		
	54. Glass protected up to 36"	Not applicable for school-age only programs.	
<input checked="" type="radio"/>	55. Overhead doors – locking devices, spring protectors		
<input checked="" type="radio"/>	56. Exits, Hallways and Stairs unobstructed		

	57. Individual storage of clothing and bedding	Not applicable for school-age only programs.
X	58. Smoking prohibited	
X	59. Matches and lighters inaccessible	
	60. Electrical safety – outlets/cords	Not applicable for school-age only programs.
X	61. Toileting needs met	
X	62. Required toilets, sinks, supplies	
	63. Potty chairs – nonporous, emptied, disinfected	Not applicable for school-age only programs.
X	64. Hand washing after toileting – staff and children	
X	65. Ventilation in toilet rooms	
X	66. Air temperature 65 degrees, thermometer affixed	
	67. Water temperature 60° – 115°	Not applicable for school-age only programs.
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 multiple holes in walls in hallway and purple group room; rug in disrepair by kitchen; stained ceiling tiles in the hallway, blue group and yellow group.
	70. Rugs secure	Not applicable for school-age only programs.
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	
X	76. Potentially hazardous substances locked	
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	
	83. Cots stored, maintained, adequate number	Not applicable for school-age only programs.
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	
O	89. Playground free from hazards	Failed to ensure the playground is free of glass, debris, holes and other hazards. Observed fence in disrepair - chain link pulling away from posts.
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						
X	99. Administration, parent permission, MAR					
X	100. Labeling, storage					
ORAL/TOPICAL/INHALENT MEDICATIONS						
X	101. Med trained staff, certificates					
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">O/T/I</td> <td style="width: 90%; text-align: center;">Injectable</td> </tr> <tr> <td style="text-align: center;">N</td> <td style="text-align: center;">N</td> </tr> </table>	O/T/I	Injectable	N	N	
O/T/I	Injectable					
N	N					
X	102. Authorized prescriber, parent permission, MAR					
X	103. Labeling, storage					
X	104. Unused, expired meds returned/disposed					
SELF-ADMINISTRATION						
X	105. Authorized prescriber, parent permission, MAR					
X	106. Labeling, storage					
X	107. Approved petition for special medication authorization					
No	Is there an approved endorsement?	INFANT/TODDLER 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 and 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. Developmentally appropriate tables, chairs, equipment					
	118. Refrigerators and food prop facilities					

119. Diaper area- sturdy, safety rail, nonporous, exclusive use			
120. Diaper area- washed, disinfected			
121. Diaper area- disposable paper sheets			
122. Covered waste receptacle			
123. Diaper changing policy posted, followed			
124. Hand washing policy posted, followed			
125. Individual storage of personal items			
126. Cribs/cots washed and disinfected			
127. Under 12 months- placed on back for sleeping			
128. Alternate sleep position- equipment, medical documentation	Yes	No	
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, doc. of visits			
135. Infants held for bottles, indiv. attention, 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 with child's name			

OUTDOOR PLAY SPACE - UNDER THREE

	141. Play space fenced	
	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	
N	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	



YES or NO?
Yes

WERE VIOLATIONS CITED DURING THIS VISIT?

DISCUSSIONS/COMMENTS

- program does not currently have any children enrolled with medications.
- observed signed discipline policies but does not say that the policy has been discussed.
- Director finishes the director class tomorrow - will send transcript.

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)		DATE CORRECTIONS DUE BY:	 (Signature of Person in Charge)
Kristi Morgan (Printed Name)	(Printed Name)	05/23/2024	Cheryl Porter (Printed Name)