



DIVISION OF LICENSING

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 Email: oe.licensing@ct.gov Website: www.ctoec.org

CHILD CARE CENTER/GROUP CHILD CARE HOME INSPECTION

Program Name	BERLIN YMCA LITTLE SPARTANS				License Number	DCCC.70696	Date of Inspection	07/17/2024		
					Expiration Date	3/31/2027	Time of Inspection	12:19 PM		
Address	899 NORTON RD BERLIN CT 06037-3017				Telephone	(203) 631-0688	Licensed Capacity	44		
					Hours of Operation	Monday-Friday 7am-5:30pm	Infant/Toddler Capacity	24		
Is this a Change of Address?	Yes?		No?	X			Summer Care	Open		
New Address					Minimum Age Served	6 weeks	Maximum Age Served	5 years	Water Supply	Public Water
					Program's Email	ccraig@meridenymca.org				
Operator	MERIDEN-NEW BRITAIN-BERLIN YMCA, INC.				Name of Inspector	Johanne Dalo				
Director	CYNTHIA CRAIG				Inspector's Email	johanne.dalo@ct.gov				
Key: Compliant = X Non-Compliant = O	# of Infants - Toddlers Present	14	# of Total Children Present	26	# of Staff Present	8	Type of Inspection	UNANNOUNCED INSPECTION - FULL		

LICENSURE PROCEDURES 19a-79-2a

X	1. Local Health Inspection	
	Date: 01/05/2023	
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	

<input type="radio"/>	5. Notification of Change	Failed to provide notification of change of personnel changes when observed a new director and new head teacher on site. Licensing was not notified.	
<input checked="" type="checkbox"/>	6. Program policies	Including discipline, supervision, child protection, general operating, personnel, closing time	
<input type="radio"/>	7. Daily Attendance Records- staff and children	Failed to record daily attendance for staff when observed 4 staff signed in and 11 staff are in attendance.	
ITEMS POSTED – ACCESSIBLE			
<input checked="" type="checkbox"/>	8. License		
<input checked="" type="checkbox"/>	9. Fire Marshal certificate		
	Date	03/13/2024	
<input checked="" type="checkbox"/>	10. OEC Complaint procedure		
	11. Food Service Certificate	N/A?	
	Date	X	
<input checked="" type="checkbox"/>	12. Menus		
<input checked="" type="checkbox"/>	13. Emergency plans		
<input checked="" type="checkbox"/>	14. No Smoking Signs		
<input checked="" type="checkbox"/>	15. Radon Test	N/A?	
	Date	Results	
	12/07/2022	0.3 pCi/L	
<input checked="" type="checkbox"/>	15a. Developmental Milestones		
<input checked="" type="checkbox"/>	15b. Access		
<input checked="" type="checkbox"/>	15bb. 32-36 mths enrolled in prek-permissions		
STAFFING 19a-79-4a			
<input checked="" type="checkbox"/>	15c. Staffing		
<input type="radio"/>	16. Staff Health records – TB tests	Failed to maintain current medical statement(s) 1 staff (06/10/22) and failed to maintain complete medical statement(s) for 1 staff.	
<input checked="" type="checkbox"/>	17. Professional development		
<input checked="" type="checkbox"/>	18. Disciplinary actions		
<input checked="" type="checkbox"/>	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																			
O	24. CPR Certified Staff (Group Home N/A)	Failed to ensure at least one CPR trained staff is present during all hours of operation when observed on 06/16/24 and 06/15/24 no trained staff on site from opening until 9:00am and on 06/17/24 no trained staff on site from opening to 7:30am.																		
O	25. First Aid Trained Staff	Failed to ensure at least one first aid trained staff is present during all operating hours when observed on 06/16/24 and 06/15/24 no trained staff on site from opening until 9:00am and on 06/17/24 no trained staff from opening to 7:30am.																		
X	26. Consultants- Agreements and Contracts																			
X	27. Logs – Visits documented																			
	Not in Compliance?	<table border="1"> <tr> <td>Education</td> <td>Health</td> <td>Social Service</td> <td>Dental</td> <td>Dietician N/A?</td> <td>X</td> </tr> <tr> <td>Contracts</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Logs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Education	Health	Social Service	Dental	Dietician N/A?	X	Contracts						Logs					
Education	Health	Social Service	Dental	Dietician N/A?	X															
Contracts																				
Logs																				
	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																				
X	32. Enrollment information																			
X	33. Emergency medical permission																			
X	34. Authorized release permission																			
X	35. Field trip permission																			
X	36. Transportation permission																			

<input type="radio"/>	37. Child health records and immunizations	Failed to maintain current health records for 1 child (06/09/23) and failed to maintain health records and immunization records for 1 child.	
<input type="radio"/>	38. Individual care plan (signed by parents and staff)	Failed to maintain complete individual care plans when observed care plan not signed by staff caring for child.	
<input checked="" type="checkbox"/>	39. Injury, Illness, Accident reports		
HEALTH AND SAFETY 19a-79-6a			
<input checked="" type="checkbox"/>	40. Nutritious snacks and meals (required food groups)		
<input checked="" type="checkbox"/>	41. Proper refrigeration (max 45°)		
<input checked="" type="checkbox"/>	42. Kitchen separated	N/A?	
<input checked="" type="checkbox"/>	43. Hand washing – before eating or food handling		
<input checked="" type="checkbox"/>	44. First Aid Kit(s) – Indoor, Outdoor, Field Trips, Inventory		
PHYSICAL PLANT 19a-79-7a			
<input checked="" type="checkbox"/>	45. License premises – clean, good repair, hazard free		
<input checked="" type="checkbox"/>	47b. Plans for new construction, expansion, renovation or conversion		
<input checked="" type="checkbox"/>	48. Sanitary drinking fountains – disposable cups		
<input checked="" type="checkbox"/>	49. Lead Water Test (N/A?) 12/07/2022	Bacterial/Chemical Test (N/A?) <input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	50. Walkways maintained		
<input checked="" type="checkbox"/>	51. Designated staff toilet/sink		
<input checked="" type="checkbox"/>	52. All openings for ventilation screened		
<input checked="" type="checkbox"/>	53. Windows protected to prevent falls		
<input checked="" type="checkbox"/>	54. Glass protected up to 36"		
<input checked="" type="checkbox"/>	55. Overhead doors – locking devices, spring protectors		
<input checked="" type="checkbox"/>	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	
O	62. Required toilets, sinks, supplies	Failed to provide at least 1 toilet and sink for every 16 children when observed children cots stored in children's bathroom and high chair trays stored in children's bathroom.
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	
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		
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

O	99. Administration, parent permission, MAR	Failed to maintain written parent permission for medication for 5 diaper creams.
X	100. Labeling, storage	

ORAL/TOPICAL/INHALENT MEDICATIONS

O	101. Med trained staff, certificates O/T/I Injectable Y Y	Failed to ensure staff are trained in oral/topical/inhalant medications and failed to ensure staff are trained to administer injectable medications when observed on 06/16 and 06/15 no staff trained on site between 7:25am and 9:00am.
O	102. Authorized prescriber, parent permission, MAR	Failed to maintain written order from prescriber for medication for Benadryl plus congestion.
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	

INFANT/TODDLER ENDORSEMENT 19a-79-10

Yes	Is there an approved endorsement?	
X	109. Approved endorsement	
X	110. Ratio: 1 staff to 4 children	
X	111. Group size: no larger than 8	
X	112. Physical barriers, groups of 8 (indoors and outdoors)	
X	113. Adequate sinks in program space	
X	114. Free standing, well-constructed, safe cribs	
X	115. Washable cots	
X	116. Chairs for feeding, stable, safety straps, locking tray	
X	117. Developmentally appropriate tables, chairs, equipment	
X	118. Refrigerators and food prep 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			
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			
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	
No	Is there an approved endorsement?	SCHOOL AGE ENDORSEMENT 19a-79-11
	143. Approved endorsement	
	144. Activity choices appropriate	
	145. Ratio – 1 staff to 10 children	
	146. Group size – maximum 20 children	
	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

- 2 children without parent work addresses
- 1 child without parent signature on authorization to release form
- 1 staff without annual policies review.

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: 07/31/2024	 (Signature of Person in Charge)
Johanne Dalo (Printed Name)	 (Printed Name)		Melissa Aresco (Printed Name)