

**CHILD CARE CENTER and GROUP CHILD CARE HOME
INSPECTION FORM**

Type of Inspection: ☐ Initial ☒ Unannounced Full ☐ Announced Full ☐ Partial ☐ Follow-Up ☐ Change of Location

Program Name:	Learning Steps	Date of Inspection:	3.6.25	Time of Arrival:	9:55 am
Address:	4 W Granby Rd.	License Number:	70580	Expiration Date:	10/31/28
Town:	Granby 06035	Telephone Number:	860-653-1503	Summer Care:	open
Operator:	Learning Steps LLC	# of Staff Present:	10	# over 3 Present:	20
Email:	learningstepspcc@gmail.com	Total Capacity:	62	Total Under 3 capacity:	32
Designated Director:	Debra Mendoza	Hours/Days of Operation:	M-F 6:30 am to 6:00 pm		

Instruction Codes: N/A = Not applicable at this time ✓ = Regulation in Compliance O = Regulation not in Compliance

Endorsements: ☒ Under Three (6wks - 36m) ☒ Preschool (3y - 5y) ☒ School Age (5y & up) ☐ Night Care (6wks & up)

LICENSURE PROCEDURES 19a-79-2a

STAFFING and CONSULTANTS 19a-79-4a cont.

✓ 1. (c)(8) Local Health Inspection-Date: 3/24/23

ADMINISTRATION 19a-79-3a

2. (a)	Ensuring health & safety of children
3. (b)	Overall management of program
4. (b)(6)	Employee orientation for new program staff
5. (b)(6)	Annual policy training for program staff
6. (b)(7)(A)	Child behavior management
7. (b)(7)(B)	Documentation that parents were informed of behavior management techniques
8. (b)(7)(C)	Child Protection
9. (b)(7)(E)	Mandated Reporting
10. (c)(1-4)	Notification of Change
11.	<u>POLICIES-COMplete/IMPLEMENTED</u>
✓ 12. (d)(2)(A)	Discipline policy ★
✓ 13. (d)(2)(B)-(C)	Child Protection policy
✓ 14. (d)(3)	Closing time policy
✓ 15. (d)(4)(A)	Medical emergency policy
✓ 16. (d)(4)(B)	Multi-Hazards policy-annual drill ★
✓ 17. (d)(5)	Supervision policy
✓ 18. (d)(6)	General Operating policies
✓ 19. (d)(6)(C)	Administrative Oversight policy ★
✓ 20. (d)(7)	Personnel policies
✓ 21. (d)(1)	Daily attendance-children/staff- keep 1 yr.
✓ 22. (f)	<u>ACCESS</u>
✓ 23. (h)	Immediate access by parents
✓ 24. (l)	Immediate access by OEC-facility/records
✓ 25. (m)	2.8 yr olds enrolled in preschool-authorization
✓ 26. (n)	Motor vehicle laws-transportation
✓ 27. (o)	Capacity
✓ 28.	Respond to OEC-no false, misleading statements or documents
✓ 29.	<u>POSTINGS</u>
✓ 30. (e)(1)	License posted
✓ 31. (e)(2)	OEC Complaint Procedure posted
✓ 32. (e)(3)	Menus posted
✓ 33. (e)(4)	No Smoking posted signs at entrances
✓ 34. (e)(5)	OEC Inspection report posted or available
✓ 35. (e)(6)	Developmental Milestones posted

✓ 19. (a)(1)	
✓ 20. (a)(3)	
✓ 21. (b)	
✓ 22. (b)(4)	
✓ 23. (d)	
✓ 24. (d)(1)	
✓ 25. (d)(2)	
✓ 26. (d)(3)(A-C)	
✓ 27. (d)(4)(A)	
✓ 28. (d)(4)(B)	
✓ 29. (d)(6)	
✓ 30. (d)(4)(D)	
✓ 31. (d)(5)	
✓ 32. (d)(5)(A)	
✓ 33. (d)(5)(B)	
✓ 34. (e)(1)	
✓ 35. (f)(1)	
✓ 36. (f)(2)	
✓ 37. (a)(2)	
✓ 38. (h)(1)(2)	
✓ 39. (h)(1)(2)	
✓ 40. (4)(C)(ii-v)	
✓ 41. (4)(C)(i)	
✓ 42. (e)(6)	
✓ 43. (e)(6)	
✓ 44. (i)(1)(A)-(D)	
✓ 45. (i)(2)(A-H)	
✓ 46. (F)	
✓ 47. (i)(2)	
✓ 48. (H)(i)-(I)(i)	

Staff health records		
Disciplinary actions		
Comprehensive Background Checks		
Evidence of compliance		
Adequate staffing		
Designated head teacher-approved-60%		
Two staff present-age 18 or older		
Personal qualities of staff		
<u>RATIOS</u>		
Ratio 1:10 - Indoors/Outdoors		
Mixed age group-ratios		
Nap time ratio		
Supervision-Indoors/Outdoors		
<u>GROUP SIZE</u>		
Group Size-Indoors/Outdoors		
Group Size-school age field trips/outdoors		
Mixed age group-group size		
Designated director-training		
CPR certified program staff		
First aid certified program staff		
<u>PROFESSIONAL DEVELOPMENT</u>		
Documentation		
Health & Safety training ★		
1% annual hours		
<u>SWIMMING ACTIVITIES - Y/N</u>		
Swimming-Ratios		
Non-swimmers identified		
CPR certified staff-age 20 or older		
Lifeguard-certified-supervising		
<u>CONSULTANTS</u> ★		
Consultants-Education, Health, Social Service, Dietitian (N/A)		
Consultant agreements-signed annually		
Agreements complete w/required services		
Consultant logs-documented activities, observations and required services		
Consultant visits- Education/Health		
Contracts	Logs	Visits
Education	✓	✓
Health	✓	✓
Soc. Serv.	✓	✓
Dietitian	n/a	n/a

CHILD CARE CENTER and GROUP CHILD CARE HOME INSPECTION FORM – page 2

PROGRAM NAME		LICENSE NUMBER		DATE OF INSPECTION	
Learning Steps		70580		3.6.25	
RECORD KEEPING 19a-79-5			PHYSICAL PLANT 19a-79-7a cont.		
☒ 36. ☒ 37. ☐ 38. ☒ 39. ☒ 40. ☒ 41. ☒ 42. ☒ 43. ☒ 44. ☒ 45.	(a)(1)(A-C) ☒ (a)(1)(D)(i) ☒ (a)(1)(D)(ii) ☒ (a)(1)(D)(iii) ☒ (a)(1)(D)(iv) (a)(2)(A-B) (a)(2)(C) (a)(2)(E) (a)(3)(A) (a)(3)(B) (a)(3)(C)(i-ii) (a)(3)(D) (a)(4)	Children's Enrollment information PARENT PERMISSIONS Emergency medical permission Authorized release permission Field trip permission Transportation permission Child Health Records Immunization records Individual care plan-signed by parents/staff Injury, Illness, Incident, Accident reports Parent notification of illness or injury ★ Notify OEC of serious injuries, fatality Notify DPH, local health-reportable diseases Video recordings- keep 30 days	☒ 72. ☒ 73. ☒ 74. ☒ 75. ☒ 76. ☒ 77. ☒ 78. ☒ 79. ☒ 80. ☒ 81. ☒ 82.	(d)(2) (d)(3) (d)(3) (d)(4) (d)(5) (d)(6), (f)(3) (d)(7) (d)(8) (d)(8) (d)(9) ☒ (d)(10)(A) ☒ (d)(10)(B) ☒ (d)(10)(C) ☒ (d)(10)(C) ☒ (d)(10)(D) ☒ (d)(10)(E) ☒ (d)(10)(E) ☒ (d)(10)(G) ☒ (d)(10)(H) (d)(11) ☒ (e)(1) ☒ (e)(1) ☒ (e)(2) (e)(3) (e)(4) (e)(5) (e)(5) (e)(6) (e)(7) (e)(7) (e)(7) ☒ (e)(8) ☐ (e)(9) ☒ (e)(9) ☒ (e)(9) (e)(10) (e)(11) (e)(12) (e)(13) (e)(14-15) (e)(16) (e)(17) (e)(18) (f)(1)(A) (g)(1) (g)(2) (g)(3) (g)(4)	Walkways maintained Windows protected to prevent falls Window screens (Schl age only- N/A) Glass and mirrors protected to 36" Overhead doors-locking devices, spring protectors Exits, stairs, hallways unobstructed Individual storage of clothing/bedding Smoking or vaping prohibited on premises/grounds Matches/lighters inaccessible Electrical safety-outlets inaccessible -covered or protected (Schl age only-N/A) TOILETING Shared toilets/sinks-supervision plan Toileting needs met Potty chairs-nonporous, emptied, disinfected Required toilets/sinks-1:16 Required toilets/sinks-1:25 schl age only Toileting Supplies-Hand drying-Garbage Handwashing staff/children Toilets/sinks located-at the facility or licensed premises Well lighted/ventilated toilet rooms Mechanical ventilation (Grp Homes N/A) Staff personal articles inaccessible AIR TEMPERATURE Air temp 65 °F at 3 ft –non-mercury thermometer affixed to wall (Schl age only N/A) Air temp <65°F comfortable (Schl age only-N/A) Air temp > 80 °F - ↑ fluids/ventilation Water temperature 60 °F – 120 °F Portable space heaters prohibited Walls/ceilings/floors/rugs-clean/good repair Rugs- not tripping/slipping hazard Hot water/Steam pipes protected Working phone on each level Emergency numbers posted-adjacent to phones Parents provided direct on site phone number LIGHTING All areas min. 1 foot candle of lighting Adequate lighting-30/50 candle feet-napping children-sufficient lighting to be visible Schl age only-lighting for comfort Light fixtures shielded/shatter proof Potentially hazardous substances, materials – labeled, inaccessible Garbage/rubbish-disposed of daily, containers in good repair Stairs-protected/good repair-handrails Toxic plants/materials inaccessible Pets or other animals-in good health, written care plan including access to children Prevention of vermin-openings screened Radon test- Results: <u>2.4</u> N/A Results posted-Date: <u>1/18/20</u> (Schls-N/A) Carbon monoxide detector-each level N/A Program space-adequate-35 sq. ft. per child Equipment-clean and safe, good repair, non-toxic-sturdy, free from protruding nails, rust Adequate equipment for rest-cleaned-cots (Grp Homes-mats/sleeping bags) Air conditioners, water heaters, fuse boxes inaccessible Developmentally app equipment, materials
HEALTH and SAFETY 19a-79-6a					
☒ 46. ☒ 47. ☒ 48. ☒ 49. ☒ 50. ☒ 51. ☒ 52. ☒ 53. ☒ 54. ☒ 55. ☒ 56. ☒ 57. ☒ 58. ☒ 59. ☒ 60. ☒ 61.	(a)(1) (a)(2) (a)(3) (a)(4) (a)(5) (a)(6) (a)(7) (a)(8) (a)(9) (a)(10) (a)(11) (b)(1) (b)(2) ☒ (c) ☒ (c) ☒ (d)	Preparation, transportation of food-follow DPH Model Food Code N/A Nutritious meals and snacks Proper refrigeration-41 degrees Menus-1 wk in advance- keep 3 mths Food Service Inspection N/A Kitchen-clean, safe storage of food/supplies Separate hand washing facilities Multi-use eating/drinking utensils Kitchen separated (Schl age only N/A) Children supervised during meal prep Handwashing-staff/children Illness procedures-staff knowledgeable, children observed for signs/symptoms Designated isolation area FIRST AID KITS -portable, accessible to staff, closed container-Indoor/Outdoor/Field Trips FIRST AID SUPPLIES -Indoor/Outdoor-adhesive strips, 3-4" gauze squares, 2" rolled gauze, tape, scissors, tweezers, 2 cold packs, thermometer, gloves, CPR mouth barrier FIRST AID SUPPLIES -add'l for field trips water, phone, soap, emergency numbers, medications, plastic bags	☒ 83. ☒ 84. ☒ 85. ☒ 86. ☒ 87. ☒ 88. ☒ 89. ☒ 90. ☒ 91. ☒ 92. ☒ 93. ☐ 94.		
PHYSICAL PLANT 19a-79-7a					
☒ 62. ☒ 63. ☒ 64. ☒ 65. ☐ 66. ☒ 67. ☒ 68. ☒ 69. ☒ 70. ☒ 71.	(a)(2) (b) (b)(1)-(5) (b)(6) (c)(2) (c)(3) (c)(4) ☒ (c)(5)(A) ☒ (c)(5)(B) ☒ (c)(5)(C) ☒ (c)(6)(A) ☒ (c)(6)(B-D) (d)(1)	Fire marshal codes/certificate <u>4122124</u> Indoor/Outdoor space inspected/approved Construction/expansion/renovation/conversion Space not inspected/approved but used for field trips-written parent permission Licensed premises-clean, good repair, hazard free, maintenance program established Building/Equipment/Furnishings-sanitary, hazard free (Schl age only) (N/A) Testing of premises/grounds for chemicals WATER SUPPLY – Public/Well (Schools-N/A) Lead Water Test – Date: <u>9/20/23</u> Bact./Chem Test-Date: <u>2/27/24</u> N/A Drinking water available/accessible LEAD PAINT - Peeling Paint – Y/N Inside/Outside Building Pre-78: Y/N Lead Test: Y/N Results <u>abatement complete</u> Lead Management Plan <u>n/a</u> Emergency vehicle access	☒ 95. ☒ 96. ☒ 97. ☒ 98. ☒ 99. ☒ 100. ☒ 101. ☐ 102. ☐ 103. ☐ 104. ☒ 105. ☒ 106. ☒ 107.		

CHILD CARE CENTER and GROUP CHILD CARE HOME INSPECTION FORM – page 3

PROGRAM NAME		Learning Steps		LICENSE NUMBER	70580	DATE OF INSPECTION	3.6.25
PHYSICAL PLANT 19a-79-7a cont.				UNDER THREE ENDORSEMENT 19a-79-10 cont.			
☒ 108.	(g)(5)	Manufacture guidelines followed-furniture, equipment and toys-CPSC unsafe/recalls	☒ 129.	☒ (f)(1)	LINENS/CLOTHING		
☒ 109.	(g)(6)	Indoor climbing play equipment-shock absorbing materials under and around	☒ (f)(2)	Linens/emergency clothing available			
☒ 110.	(j)	No weapons/no facsimile of a firearm	☒ (f)(3)	Linens washed weekly or as needed			
☒ 111.		<u>OUTDOOR SPACE</u>	☒ (f)(4)	Linens/clothing stored individually			
	☒ (h)(1)	Adequate space- 75 sq. ft. per child	☒ (g)(1)	Cribs/cots cleaned-linens changed when shared			
	☒ (h)(2)	Shock absorbing surfaces-minimum 8"	☒ (g)(1)	<u>SAFE SLEEP</u>			
	☒ (h)(3)	Playground free from hazards	☒ (g)(1)	Under 12 mths placed on back for sleeping			
	☒ (h)(4)	Nuts, bolts, screws-tight, covered/protected	☒ (g)(2)	Crib-snug fitting mattress/tightly fitted sheet			
	☒ (h)(5)	Outside equipment anchored-anchors buried	☒ (g)(3)	Alternate sleep position/equipment-medical documentation for medical reason on file			
	☒ (h)(6)	New equip- cert play. Inspection upon request	☒ (g)(4)	Infants allowed to adopt other sleep positions			
	☒ (h)(8)	Drinking water available/accessible	☒ (g)(5)	No items in/on cribs-blankets, toys, bumpers, pillows, weighted blankets/sleepers/swaddles			
	☒ (h)(9)	Equipment arranged for safety-equip/fences/structures not hazardous	☒ (g)(6)	No unapproved sleeping-car seats/swings/beds, etc.			
☒ 112.	☒ (h)(7)	<u>OUTDOOR PROTECTED/FENCING</u>	☒ (g)(7)	No swaddling w/o written documentation from MD/PA/APRN- instructions/timeframes			
	☒ (h)(7)(A)	Playground protected from traffic, water, gullies or other hazards	☒ (g)(8)	Observe/assess infants at least every 15 minutes			
☒ 113.	☒ (h)(7)(B)	Fences installed to protect from hazards-4 ft	☒ (h)(1)	Teething necklaces/bracelets, jewelry inaccessible			
	☒ (h)(7)(C)	Fences installed to protect from water-4 ft, self closing and self latching devices or locks	☒ (h)(2)	Safe sleep policies posted/parents informed			
☒ 114.	☒ (i)	Rooftop play areas-6 ft. wall/barrier	☒ (h)(2)	Infant toys-separate/washed/sanitized daily			
	☒ (i)	<u>WATER HAZARDS</u>	☒ 135.	Toddler toys-washed/sanitized weekly			
	☒ (i)	Pools, swimming areas-conforms to 19-13-B33b and 19a-36-B61	☒ 136.	No toys/objects less than 1 1/4" diameter			
	☒ (i)	Wading pools prohibited		Plastic bags/balloons/styrofoam inaccessible unless under direct supervision			
	☒ (i)	Hot tubs/spas/saunas-locked/inaccessible		Health consultant visits/documentation			
EDUCATIONAL REQUIREMENTS 19a-79-8a ★			FEEDING				
☒ 115.	(a)	Written daily/weekly educational plan-developmentally appropriate	☒ (j)	Infants held for bottles - chairs for feeding - individual attn, tummy time, crawl/toddle			
☒ 116.	☒ (1)-(11)	<u>EDUCATIONAL REQUIREMENTS</u>	☒ (k)(1)	Written feeding schedule from parent-updated			
	☒ (b)	Indoor/outdoor, flexible schedule, cultural content, balanced experiences, exploration and discovery, variety of materials, rest/sleep/quiet time, meals/snacks, toileting, individual/small group activities, physical activity	☒ (k)(2)	Unused formula/milk discarded after feedings			
		Limited access to screen time/video games ★	☒ (k)(3)	Clean bottles/disposable bottles/appvd washing			
			☒ (k)(4)	Baby food served from dish or whole jar			
			☒ (k)(5)	Bottles labeled with child's name			
			☒ (l)(1)	Outdoor spaced fenced-4 ft lic. after 1/1/25			
			☒ (l)(2)	Outdoor equipment-developmentally appropriate for ages of the children			
			☒ (l)(3)	Shock ab materials less than 1 1/4"-or measures in place to ensure their health & safety			
UNDER THREE ENDORSEMENT 19a-79-10 Y/N			SCHOOL AGE ENDORSEMENT 19a-79-11 Y/N				
☒ 117.	(b)	Approved Under 3 Endorsement	☒ 140.	(b)	Approved Schl Age Endorsement		
☒ 118.	(c)(2)	Ratios- 1:4 (6wks-24mths), 1:5 (24-36mths)	☒ 141.	☒ (c)	<u>SCHEDULE - ACTIVITIES</u>		
☒ 119.	(c)(3)	Group size-max 8 (6wks-24mths), max 10 (24-36mths)	☒ 142.	☒ (c)(1)	Written daily program plan-flexible schedule-available to staff/parents		
☒ 120.	(c)(4)	Physical barriers- indoors/outdoors		☒ (c)(2)	Activities not a duplication of child's day		
☒ 121.	(d)(1)(A-C)	Adequate sinks in program space (Grp Homes accessible) handwashing-diapering-food prep		☒ (c)(3)	Activities include cognitive, physical, social, emotional needs of the children		
☒ 122.	(d)(2)(Ai-iii)	Cribs-in compliance w/CPSC (manf. after 6/28/11)	☒ 143.	(d)	Program includes free time, snacks, creative/physical/small group/self-concept activities, homework time, special events		
☒ 123.	(d)(2)(B)	Washable cots	☒ 144.	(e)	Ratio- 1:15		
☒ 124.	(d)(2)(C)	Chairs for feeding-stable base-safety straps-locking tray	☒ 145.	(f)	Group size- max. 30		
☒ 125.	(d)(2)(D)	Dev. appropriate tables/chairs/equipment	☒ 146.	(g)	4 yr. olds enrolled in schl age-written authorization/permission from director/parent		
☒ 126.	(d)(2)(E)	Refrigerator and food prep facilities			Head teacher approved- 60%		
☒ 127.	(d)(3)(A-C)	Optional furniture/equip-safe/hazard free					
☒ 128.	☒ (e)(1)	<u>DIAPERING</u>					
	☒ (e)(2)	Diaper area: elevated/sturdy/safety rail					
	☒ (e)(3)	Diaper area: used only for this purpose, located in the program area					
	☒ (e)(4)	Diaper area: non-porous surface/good repair					
	☒ (e)(5)	Diaper area: washed/disinfected after use					
	☒ (e)(6)(9)	Diaper area: disposable paper sheets					
	☒ (e)(7)	Covered waste receptacle-removed daily					
	☒ (e)(8)	Handwashing-staff/children					
	☒ (e)(10)(A-C)	Diapering-Handwashing policies-posted/followed					
		Cloth diapers-written plan developed					

CHILD CARE CENTER and GROUP CHILD CARE HOME INSPECTION FORM – page 4

PROGRAM NAME		Learning Steps		LICENSE NUMBER	70580	DATE OF INSPECTION	3.6.25
NIGHT CARE ENDORSEMENT 19a-79-12 (10pm-5am) Y/N				MONITORING OF DIABETES 19a-79-13 Y/N			
☐ 147.	(b)	Approved Night Care Endorsement	☐ 171.	(a)(1)	Written policies and procedures		
☐ 148.	(b)(1)	Person in charge-head teacher	☐ 172.		<u>STAFF TRAINING</u>		
☐ 149.	(b)(2)	Written plan for program activities- meet individual needs, sleep patterns, quiet activities		☐ (b)(1)(A)	Staff training – first aid		
☐ 150.	(b)(3)	Written plan for supervision including cot placement and evacuation		☐ (b)(1)(B)	Staff training – use/storage/maintenance of monitoring equipment, reading test results, appropriate actions		
☐ 151.	(b)(4)	Children in care no more than 12 hrs. in 24		☐ (b)(2)	Training updated at least every 3 years		
☐ 152.	(b)(5)	Staff awake and available		☐ (b)(3)	Written documentation of training		
☐ 153.		<u>SLEEP PROVISIONS</u>		☐ (c)(2)	Trained staff on site when child is present		
	☐ (b)(6)	Individual cot/crib with bedding	☐ 173.	(c)(3)	Self-administration - written authorization and under supervision of trained staff		
	☐ (b)(6)(A)	Sleeping apparel/toiletries labeled	☐ 174.	(d)(1)	Equipment provided by parents		
	☐ (b)(6)(B)	Required bedding	☐ 175.	(d)(2)	Equipment labeled and inaccessible		
	☐ (b)(6)(C)	Required toiletries	☐ 176.	(d)(3)	Signed agreement with parent regarding equipment, supplies, materials to be discarded		
	☐ (b)(6)(D)	Bedding/sleeping apparel laundered weekly			Authorized prescriber written order		
	☐ (b)(7)	Sleep arrangements for infants			Written authorization from parent		
☐ 154.	(b)(8)	Air temp 65 °F at 3 ft	☐ 177.	(e)(1)	Testing results and actions taken – documented and kept on file, ensure parents are notified daily		
☐ 155.	(b)(9)	Fire marshal approval-hours specified	☐ 178.	(e)(2)			
☐ 156.	(b)(10)	Local health approval	☐ 179.	(e)(3)			

ADMINISTRATION OF MEDICATIONS 19a-79-9a Y/N

ADDITIONAL VIOLATION

☒ 157.	(9a)	Written medication policies/procedures	☐ 180.	-	Consent Order/Negotiated Corrective Action
☒ 158.	(9a)	Permit enrollment of children with asthma, allergies, diabetes		n/a	Plan conditions
☒ 159.		<u>NONPRESC. TOPICAL MEDICATION</u>			
	☒ (a)(2)	Admin/Parent permission/report errors			
	☒ (a)(3)(A-B)	Labeling and Storage			
	☒ (a)(3)(C)	Unused/expired meds destroyed/returned			
☒ 160.		<u>MEDICATION TRAINING</u>			
	☒ (b)(1)(A/C)	Medication training-general-oral/top/inhalant			
	☒ (b)(1)(D)	Injectable premeasured autoinjector medication			
	☒ (b)(1)(E)	Rectal medication			
	☒ (b)(1)(F)	Injectable other than premeasured auto-injector			
	☒ (b)(2)(A-B)	Training approval documents/certificates			
	☒ (b)(2)(C)	Training outline on file			
☒ 161.	(b)(3)(A-B)	Authorized prescriber/parent permission			
☒ 162.	(b)(3)(D)	Medication errors- documentation, parent(s) and OEC notification			
☒ 163.	(b)(4)(A-B)	Medication Administration Records (MAR)			
☒ 164.	(b)(5)(A-B)	Labeling and Storage			
☒ 165.	(b)(5)(C)	Emergency medication inaccessible			
☒ 166.	(b)(5)(D)	Unused/Expired meds-destroyed/returned			
☒ 167.	(b)(5)(E)	Auto-injector/inhalant equipment			
☒ 168.	(b)(6)	Self-administration documentation			
☒ 169.	(b)(7)(A-B)	Petition for special medication authorization			
☒ 170.	(d)	Potassium Iodide (KI) emergency distribution-permission and storage	N/A		

DISCUSSIONS - COMMENTS

★ items new regulation / Discussed

- policy review checklist provided. Policies to be updated to reflect new regulations.

- updated complaint procedure provided

Discussed: ① sleep outfit for 1 infant to small

② Dr. address and phone number missing from med. order

SIGNATURE OF OEC STAFF	Betty mayer	SIGNATURE OF PERSON IN CHARGE	
PRINTED NAME	Betty Mayer	PRINTED NAME	
OEC DIVISION OF LICENSING 450 Columbus Blvd, Suite 302, Hartford, CT 06103 Help Desk: (800)282-6063 or (860)500-4450 Website: www.ctoec.org/licensing Email: oeclicensing@ct.gov		Inspection shall be posted or available for review upon request.	
		Written Corrective Action Plan Due by: 3/20/25	CAP: https://www.ctoec.org/forms-documents/corrective-action-plan-and-resolving-disputed-violations.pdf/

November 2024

SUPPLEMENTAL REPORT OF INSPECTION

Name of Program/Provider: Learning Steps License # 70580 Date: 3.6.25

Observations/Corrections needed:

Program not in compliance when...#4 Employee orientation not observed for one staff.#35(i)(2)(A-H) Education, social service and health consultant contracts missing all required services.#38 one child's health record expired. Physical dated 11.3.22.#66 unclean refrigerator observed in PS 3.#94 Lighting less than 30/50 candle feet in Waddler, PS 3 art table and throughout PreK 4 room. Lighting observed at 7 candle feet under loft in dramatic play area in PreK 4.#95 Diaper creams low and accessible to children in Toddler and PS 3 classroom.#102 carbon monoxide detector observed to be unplugged in PS 3 (lower level)

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: Betty Mayer
(OEC Representative)Print Name: Betty Mayer

CORRECTIVE PLAN SHALL BE RETURNED TO

OEC BY: 3/20/25Signature: Debra Mendez
(Person in Charge)
Print Name: Debra Mendez

SUPPLEMENTAL REPORT OF INSPECTION

Name of Program/Provider: Learning Steps License # 70580 Date: 3.6.25

Observations/Corrections needed:

#88 observed 3 stained ceiling tiles in Toddler room reading area.

#104 observed rust/peeling paint on lower part of refrigerator in infant 2. 1 cubby unsecure in PS3 and observed damaged toy shelf in waddlers. Rust also observed along top of fence in playground.

#128(c)(2) observed diaper changing table in Infant 2 and Waddler for storage. Observed several pairs of shoes and tablet on table.

#130(g)(1) observed 5 loose fitting sheets for infants under 1 in infant classroom.

#130(g)(h) Safe sleep policy not posted in infant room. Documentation that parents have been informed of safe sleep policies not observed.

#113(h)(7)(A) Fence along side road in infant/toddler playground observed to be less than 4 feet. Observed at 3.6 and 3.8 feet.

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: Betty Mayer

(OEC Representative)

Print Name: Betty Mayer

CORRECTIVE PLAN SHALL BE RETURNED TO

OEC BY: 3/20/25Signature: [Signature]

(Person in Charge)

Print Name: Debra Menduze