

Program Inspection Before & After School Center Compliance Plan

Provider's Name: **E.O. Lawrence Before & After School Program**

City: **Canton**

Provider Number: **010605534**

Inspector: **Shannon Terhark**

Date of Inspection: **06/11/2018**

Time of Inspection: **9:45 AM**

The items listed below are those that the provider was not in compliance with at the time of the inspection.

G. Record Keeping, Posting Information, Fire/Tornado Drills

33. Does the program have documentation 4 fire drills and 1 tornado drill were conducted in the past year?
67:42:14:28

<p>Corrections To Be Made:</p> <p>Four fire drills and one tornado drill need to be completed and documented annually.</p>	<p>Agency Action:</p> <p>Compliance Plan</p> <table border="0"> <tr> <td style="padding-right: 20px;">Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td style="padding-right: 20px;">06/11/2018</td> <td>06/11/2018</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	06/11/2018	06/11/2018
Suggested Completion Date:	Actual Completion Date:				
06/11/2018	06/11/2018				

34. Do staff records contain all required information? 67:42:14:23 Note: staff records are to be maintained for 6 months following the end of employment.

<p>Corrections To Be Made:</p> <p>EB - Criminal Record Check KC - Timely Orientation, CPR TE - Timely Orientation, CPR, Training LG - Timely Orientation, CPR LG - Criminal Record Check NL - Training AS - Training</p>	<p>Agency Action:</p> <p>Compliance Plan</p> <table border="0"> <tr> <td style="padding-right: 20px;">Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td style="padding-right: 20px;">07/11/2018</td> <td>07/12/2018</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	07/11/2018	07/12/2018
Suggested Completion Date:	Actual Completion Date:				
07/11/2018	07/12/2018				

37. Do child records contain all required information? 67:42:16:13 Note: child records are to be retained for 6 months after the care of the child ceases.

Corrections To Be Made: LC - Emergency Contact, Emergency Permission LF - Emergency Contact BN - Emergency Contact ZS - Emergency Contact	Agency Action: Compliance Plan Suggested Completion Date: 07/11/2018 Status: Corrected	Actual Completion Date: 07/12/2018
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I. Written Procedures

42. Does the program have a written emergency preparedness and response plan in place which covers all areas required to include: evacuation; relocation; shelter-in-place; lock-down procedures; procedures for communication and reunification with families; continuity of operations, children with disabilities and children with chronic medical conditions? 67:42:14:16

Corrections To Be Made: The emergency preparedness plan needs to be completed.	Agency Action: Compliance Plan Suggested Completion Date: 07/11/2018 Status: Corrected	Actual Completion Date: 07/12/2018
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Nicole Sehr
 Provider Signature

06/11/2018
 Date

Shannon Terhark
 Inspector Signature

06/11/2018
 Date