

Program Inspection Licensed Day Care Programs Compliance Plan

Provider's Name: **The Crayon Box II**

City: **Salem**

Provider Number: **014511967**

Inspector: **Deb Bigge**

Date of Inspection: **09/18/2018**

Time of Inspection: **12:02 PM**

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

39. Does the program have documentation 4 fire drills and 1 tornado drill were conducted in the past year?
67:42:10:18

<p>Corrections To Be Made:</p> <p>Dates of four fire drills and one tornado drill completed in the past year are needed.</p> <p>*The program did not complete/document sufficient drills in the past year. The program will assure that four fire drills and one tornado drill are completed and documented yearly going forward.</p>	<p>Agency Action:</p> <p>Compliance Plan</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Suggested Completion Date:</td> <td style="width: 50%;">Actual Completion Date:</td> </tr> <tr> <td style="text-align: center;">10/02/2018</td> <td style="text-align: center;">10/11/2018</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	10/02/2018	10/11/2018
Suggested Completion Date:	Actual Completion Date:				
10/02/2018	10/11/2018				

40. Are staff records complete? 67:42:10:09 Note: Staff records are to be maintained at the facility for 6 months following the end of employment.

<p>Corrections To Be Made:</p> <p>RM - Training JS - Timely Orientation, CPR, Training</p>	<p>Agency Action:</p> <p>Compliance Plan</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Suggested Completion Date:</td> <td style="width: 50%;">Actual Completion Date:</td> </tr> <tr> <td style="text-align: center;">10/18/2018</td> <td style="text-align: center;">11/05/2018</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	10/18/2018	11/05/2018
Suggested Completion Date:	Actual Completion Date:				
10/18/2018	11/05/2018				

41. Are children's records complete? 67:42:16:13 Note: Children's records are to be maintained at the facility for 6 months following the date care ceases.

Corrections To Be Made:	Agency Action:	
LG - Immunization Records	Compliance Plan	
	Suggested Completion Date:	Actual Completion Date:
	10/02/2018	10/29/2018
	Status: Corrected	

I. Written Procedures

44. 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 & reunification with families; continuity of operations; accommodation of infants & toddlers; children with disabilities & children with chronic medical conditions? 67:42:10:10

Corrections To Be Made:	Agency Action:	
Written emergency preparedness plan is needed.	Compliance Plan	
*An emergency preparedness plan is on file at the program.	Suggested Completion Date:	Actual Completion Date:
	10/18/2018	10/29/2018
	Status: Corrected	

Rhonda Mead
Provider Signature

09/18/2018
Date

Deb Bigge
Inspector Signature

09/18/2018
Date