

# Program Inspection Before & After School Center Compliance Plan

Provider's Name: **EmBe Harrisburg Liberty OST**      City: **Harrisburg**

Provider Number: **018042619**

Inspector: **Rita Trager**      Date of Inspection: **09/16/2020**

Time of Inspection: **3:20 PM**

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

## B. Program Practices

11. Are medications stored inaccessible to children; in original container, with original label intact?  
67:42:14:24

<p>Corrections To Be Made:</p> <p><b>Medication to be inaccessible to children. *Medication was moved at the time of the inspection.</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></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;"><b>09/17/2020</b></td> <td style="text-align: center;"><b>09/17/2020</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>09/17/2020</b>	<b>09/17/2020</b>
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<b>09/17/2020</b>	<b>09/17/2020</b>				

13. When administering medications, does the staff document dose, time and date medication is administered and sign off on that administration? 67:42:14:24

<p>Corrections To Be Made:</p> <p><b>Staff to document administration of medications each time administered *Form provided to site coordinator. He has agreed to begin using form immediately and moving forward.</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></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;"><b>09/17/2020</b></td> <td style="text-align: center;"><b>09/18/2020</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>09/17/2020</b>	<b>09/18/2020</b>
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<b>09/17/2020</b>	<b>09/18/2020</b>				

14. Does the program obtain written parental consent to administer medication that contains specific dates the medication is to be administered (view info. to verify)? 67:42:14:24

<p>Corrections To Be Made:</p> <p><b>Written permission to administer medication to be signed by parent and available at the site at all times.</b>  <b>*Form provided to site coordinator. He has agreed to begin using form immediately and moving forward.</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table border="0"> <tr> <td>Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td><b>09/17/2020</b></td> <td><b>09/18/2020</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>09/17/2020</b>	<b>09/18/2020</b>
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**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><b>An additional fire drill to be completed to meet compliance.</b>  <b>*Drill completed on 10/08/2020</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table border="0"> <tr> <td>Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td><b>09/30/2020</b></td> <td><b>10/08/2020</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>09/30/2020</b>	<b>10/08/2020</b>
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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><b>JC - Three References, Sex Offender Registry Check, Criminal Record Check</b>  <b>JD - Timely Orientation, Training</b>  <b>BW - Criminal Record Check</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table border="0"> <tr> <td>Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td><b>10/28/2020</b></td> <td><b>10/08/2020</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>10/28/2020</b>	<b>10/08/2020</b>
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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

<p>Corrections To Be Made:</p> <p><b>EPP to be available on site.</b>  <b>*EPP available at the site as of 09/23/2020</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table> <tr> <td>Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td><b>09/23/2020</b></td> <td><b>09/23/2020</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>09/23/2020</b>	<b>09/23/2020</b>
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**Jamie Farley**  
 \_\_\_\_\_  
 Provider Signature

**09/16/2020**  
 \_\_\_\_\_  
 Date

**Rita Trager**  
 \_\_\_\_\_  
 Inspector Signature

**09/16/2020**  
 \_\_\_\_\_  
 Date