

Program Inspection Before & After School Center Compliance Plan

Provider's Name: **St. Martin's Spartan Care**

City: **Watertown**

Provider Number: **011516936**

Inspector: **Rachel Holm**

Date of Inspection: **10/02/2019**

Time of Inspection: **1:31 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

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>There is documentation of three fire drill in the last year. Four fire drills and one tornado drill need to be completed each year.</p> <p>**The program has a clear understanding of the requirement for the annual fire and tornado drills.**</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;">10/03/2019</td> <td style="text-align: center;">10/03/2019</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	10/03/2019	10/03/2019
Suggested Completion Date:	Actual Completion Date:				
10/03/2019	10/03/2019				

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>LG - Timely Orientation, CPR TH - CPR</p>	<p>Agency Action:</p> <p>Denied</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;">11/04/2019</td> <td style="text-align: center;">11/14/2019</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	11/04/2019	11/14/2019
Suggested Completion Date:	Actual Completion Date:				
11/04/2019	11/14/2019				

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:	Agency Action:	
ED - Emergency Permission KD - Emergency Permission AK - Emergency Permission JO - Emergency Permission	Compliance Plan	
	Suggested Completion Date:	Actual Completion Date:
	11/04/2019	11/04/2019
	Status: Corrected	

Lisa Haider

Provider Signature

10/04/2019

Date

Rachel Holm

Inspector Signature

10/02/2019

Date