

COPY



**CCLP/CCDF
PROVIDER INSPECTIONS
SUMMARY REPORT**



Provider's Name: PSS Early Head Start Program (P-3) Physical Address: Dandan
Contact Person: Allison Manglona Contact Number: 288-5633
Category(s): ✓ Center Group Home: _____
Date of Assessment: February 16, 2017 Assessed By: Gordon B. Salas, Safety Inspector
Print Name
Type of Assessment: _____ Preliminary _____ Renewal Announced _____ Unannounced: ✓
CCLP#: 991 Date of issued: 7/14/2016 Expiration Date: 4/13/17 Capacity: 8

Staff Child Ratio

- The Provider met the Staff Child Ratio for their Infants and Toddlers. Staffs are present and are within the ratio capacity.
- (1) **Electrical**
- The facility complies on all the electrical safety aspects. *Nothing to report for any discrepancies or violations.*
- (2) **Signage**
- Important signage's are visible and posted on proper designated areas. *Nothing to report for any discrepancies or violations.*
- (3) **Emergency**
- Emergency equipment's are installed at the facility (landline, alarm smoke detector) to include emergency plans posted. However, the following is recommended:
 - *The fire extinguisher located by the "Exit" door was last inspected on February 29, 2016. It requires re-inspection.*
- (4) **Sanitary**
- The facility is odor free, practicing sanitizing continuously prevention from any bacteria. Clean towels are provided and are being replaced daily as well as soap dispenser is readily available. *Nothing to report for any discrepancies or violations.*
- (5) **Outdoor**
- An outdoor playground was not observed at the time of inspection.
- (6) **Capacity**
- The indoor facility for this Provider complies with the required square footage of space per child. *Nothing to report for any discrepancies or violations.*

received [Signature] 2/17/17

(7) **Health**

- The children's health insurance and their emergency contacts are all readily available at the Providers facility file. The staff practices washing their hands before and after eating as well as properly sanitized continuously counters/tables/chairs tops. Infant formulas as well as prescribed medications are properly stored. *Nothing to report for any discrepancies or violations.*

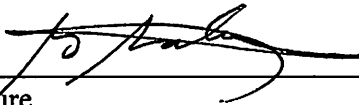
(8) **Documents**

- CCLP required documents remains pending. *Nothing to report for any discrepancies or violations.* However, Peter Reyes' Food Handler permit needs to be renewed, as it will be expiring on March 9, 2017.

(9) **Other**

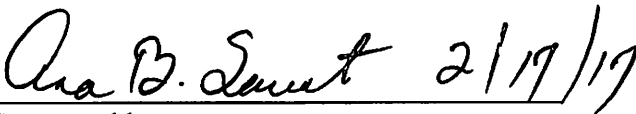
- Drinking water dispenser is readily available at all times for staff and children. *Nothing to report for any discrepancies or violations.*

NOTE: Provider Assessment Monitoring checklist is available upon request.



Signature

Gordon B. Salas, CCLP Safety Inspector



Concurred by:

Ana B. Santos, CCLP Supervisor



COPY

Announced/Unannounced
Staff / Child Inspection



Date: 2/16/2017

Time: 3:23 p.m.

Provider's	Staff /Child Ratio	# of Staff	meet ratio	does not meet ratio	Comments
PBS Early	7	3	✓		
Head Start					
Dancom					

Note:

1- picked up by the parent during inspection
1- Infant
6- Toddlers

Inspector's Signature: _____

Print Name

Date: 2/16/2017

Provider's Signature: _____

Print Name

Date: 2/16/17

rev'd. Jennifer
2/17/17

COBY



CCLP/CCDF PROVIDER ASSESMENT REPORT



Business Name: PSS Early Head Start Program (P-3) Physical Address: Dandan

Primary Contact Person: Allison Manglona Contact Number: 288-5633

2nd Contact Person: _____ Email Address: _____

Capacity: _____ Maximum: Enrolled: 8 Category(s): ✓ Center Group Home: _____

Date of Assessment: 2/16/2017 Assessed By: Gordon B. Salas
Print Name

Announced: _____ Unannounced: ✓ Visit/Monitoring: _____

Type of Assessment: _____ Preliminary _____ Renewal

CCLP#: 991 Date of issued: 7/14/2016 Expiration Date: 4/13/17 Capacity: 8

Grouping Clause Monitoring Inspection:

- | | | | | |
|----------------|---------------|--------------|---------------|-----------|
| (1) Electrical | (3) Emergency | (5) Outdoor | (7) Health | (9) Other |
| (2) Signage | (4) Sanitary | (6) Capacity | (8) Documents | |

Staffs:

1. Allison Manglona – Teacher
2. Neal Nekai – Aide
3. Marla Cabrera – Aide

RECOMMENDATION:

See CCLP/CCDF Provider Inspection Summary Report.

(1) Electrical cords securely installed on the wall, ceiling, walls and does not cross pathways. The facility indoor must designate and area for any kind of hazards such as; (sharp objects/edges, rust, chemical, etc.) in a secured area with locks at no access for the children. The facility has a safety padding on all areas of the children(s) presence to prevent from slipping or any type of injury.	✓		
All outlets must be covered or blocked off (from a height of 7ft, and below; BSC recommendation) for electric shock safety purposes.	✓		
(2) CCLP Licenses annual (60 days prior to the expiration date)		✓	Expires 4/13/17
"No Smoking" and "Exit" signs posted around the facility/home vicinity at least 2 "Exit Door access" and smoking not allowed within the vicinity.	✓		
Provider does educate and explain to the children the procedure of the emergency evacuation plans and posted at child's eye level of every entrance/exit doors.	✓		
Caregiver 18 years old or older	✓		
(3) Provider must have post evacuation plans/signs to an emergency exit	✓		
The facility or home/vicinity is equipped with a functional alarm smoke detectors mounted in each enclosed rooms.	✓		
The facility or home is equipped with a fire extinguisher unit and is view, safe and at a convenient space.	✓		
The Provider has a telephone landline installed within the facility/home/vicinity for communication purposes with emergency contacts posted	✓		
Create; post and practice involvement of the Emergency Evacuation plans and access.	✓		
Hand book states center rate, enrollment, staff supervision schedule, daily activities schedule, emergency evacuation procedures, and alternative site.	✓		
(3) First Aid kit is accessible and stationed at a noticeable space and must be updated at all times	✓		
Conduct emergency and disaster drills once a month and continued being practiced thereafter	✓		
Disaster drills (tsunami/earthquake/fire/flood)is conducted once every 6 months	✓		
CCLP will conduct announced/unannounced emergency/disaster drills		✓	
Car seat are readily available upon transporting children with seat belt on. The facility's interior is in a good sanitary condition and odor free to include ample space for children and provider's movement.		✓	No Transportation
(4) Provide isolation area with clean, safe and pleasant space for a sick child separating from the other children while under the providers care.			
continuation	SAFETY & HEALTH		
	Yes	No	Note(s)
(4) Does the utilized cloth towels being replaced every other day with a clean towels?	✓		

Provide isolation area with clean, safe and pleasant space for a sick child separating from the other children while under the providers care.			
For sanitary purpose, hand soap is a pump dispenser container.	✓		
The Children(s) toothbrushes are covered individually at all times, stored in a stance and are accessible for children to brush their teeth after meal time (morning, afternoon & bedtime)		✓	Stored but not covered
The facility/home/vicinity installed a spotless child-size toilet or provided alternative tool that will enhance child's independence and sanitized after use	✓		
A food crumbs in the kitchen/cafeteria is being cleaned right away and being disinfected on and before meal time and the rooms are free from any kind of scent/odor.	✓		
Clean and disinfect napping area is done for each child's section @ minimum of 3 feet apart and separated by a sturdy shelf.	✓		
All cleaning chemical supplies is stored and locked away out of the children's reach.	✓		
Individual cloth towel or disposable paper towel, hand soap, and toilet tissue are provided and accessible at all times and changed daily.	✓		
Restrooms/Bathrooms disinfected, cleaned and free from odor at all times.	✓		
Naptime blankets, pillow case are being replace twice a week if necessary	✓		
Potty chairs are cleaned, disinfect at every use.	✓		
The outdoor playground is far from the main or street access road.		✓	None noticed
The outdoor playground must be enclosed/fenced and gated area.		✓	N/A
The playground is free from hazards (tripping hazards, sharp edges, rust, slippery risks, chemical pollutions, etc.).		✓	N/A
Outdoor equipment's are in good condition and age appropriate.		✓	N/A
Outdoor playground is far from the main access road with a enclosed fenced gated or solid wall		✓	N/A
Outdoor playground is hazardous free(tripping, sharp edges, rust, etc.)		✓	N/A
(6) Outdoor meets a minimum 33% of facility capacity at 75sq. footage of space per child.		✓	N/A
Interior space accommodates a minimum of 35sq. footage of space per child.	✓		
Providers accommodate children's learning space with 35 sq. ft.	✓		
Providers obtained the children's records of their health, vaccination, allergies, etc as well the child's allergies must be visible.	✓		
The eating area has ample space for children and adults for proper movements	✓		
Providers must obtained a record of the child's TB clearance annually	✓		
continuation	Yes	No	Note(s)
SAFETY & HEALTH			
Providers obtained child's hospital number, health insurance, emergency contact person(s) & alternate contact person with working phone numbers	✓		

Vinyl mat is in use in the changing area for convenient sanitation purposes		✓	<i>Did not inquire</i>
Hand washing is performed throughout the day on and after toileting/each diaper changed or after outdoor/before and after meals.	✓		
Soiled diapers are being wrapped tight in a plastic bag and disposed in a closed sanitary bin away from the children(s) eating area and out of the children's reach		✓	<i>Did not inquire</i>
All food & formula is stored properly in a refrigerator or at the right temperature	✓		
(8) Complete CCLP required documents submitted (30 days prior to the expiration date), Business License, CCLP License, Staff Health Cert/Food Handler Cert, CPR, DPW Occupancy Permit, Sanitation Permit, Fire Inspection Report/Permit		✓	<i>Pending</i>
(9) Comply with an open door policy.	✓		
Stove tops/butane stove are out of the children's reach with pots & pans secured. The changing area is in a separate room away from the children(s) eating area (kitchen/cafeteria).		✓	<i>N/A</i>
Providers & Staff does not use spanking, slapping or any kind of punishment as a means of discipline to manage the child's behavior		✓	
Posted a comprehensible Daily Activity Schedule per grouping of children	✓		
Drinking water is available at all times, accessible to older children and infants are being offered frequently	✓		

Note(s): Refer as the inspector identify a discrepancy(ies) as mark(✓) no and informed/advised the provider with a verbal warning but will be noted or recorded.

Safety Inspector Signature: _____

Gordon B. Salas, Safety Inspector

2/16/2017

Date

Provider's Signature: _____

Print Name

2/16/17

Date