



# CCLP/CCDF PROVIDER INSPECTIONS SUMMARY REPORT



Provider's Name: Korean Community School of Saipan (P-14) Physical Address: Afetnas

Contact Person: Won Suk Bang Contact Number: 483-1166

Category(s):  Center Group Home: \_\_\_\_\_

Date of Assessment: October 17, 2017 Assessed By: Gordon B. Salas, Safety Inspector  
Print Name

Type of Assessment: Preliminary \_\_\_\_\_ Renewal \_\_\_\_\_ Announced  Unannounced: \_\_\_\_\_

Monitoring: \_\_\_\_\_

CCLP#: 1006 Date of issued: 12/22/2016 Expiration Date: 12/31/2017 Capacity: \_\_\_\_\_

## Staff Child Ratio

- The Provider met the Staff Child Ratio for their Toddlers. The staffs are present and are within the ratio capacity at the time of inspection.

### (1) Electrical

- The facility complies with all the electrical safety aspects. *There are no discrepancies or violations to report.*

### (2) Signage

- Important signage's are visible and are posted on their designated areas. However, the following is recommended:
  - *Upon inspection, I discovered that there was no exit sign on the main door of the center. Therefore, it is recommended that an exit sign be posted on every exit door within the center.*

### (3) Emergency

- Emergency equipment's are installed at the facility (landline, alarm, smoke detector) inclusive of the posting of emergency plans. However, the following are recommended:
  - *The fire extinguishers are due for its annual inspection on November 2017. It is recommended that an inspection is scheduled with Fire Department or Safety First.*
  - *According to the teacher, she does not conduct an emergency or disaster drills. She only verbalizes the procedures to the children. However, it is highly recommended that monthly documents drill be conducted.*

### (4) Sanitary

- The facility is odor free. Sanitization is practiced on a daily basis to prevent bacterial buildup. Clean Towels are provided and are replaced daily. Soap dispensers are readily available. However, the following is recommended:
  - *Upon inspection, I discovered that the children's toothbrushes lacked the protective plastic covering. It is recommended that the children's toothbrushes be covered after every use for sanitary purposes.*

(5) **Outdoor**

- The facility's outdoor playground is safe for the children enrolled at this Day Care Center. The playground is fenced. ***There are no discrepancies or violations to report.***

(6) **Capacity**

- The outdoor as well as the indoor facility for this Provider complies with the required square footage of space per child. ***There are no discrepancies or violations to report.***

(7) **Health**

- Some of the children's health insurance and their emergency contacts are available at the Provider's facility file. The staffs are washing their hands before and after eating as well as properly sanitizing counters/tables/chairs tops. Infant formulas as well as prescribed medications are properly stored. ***There are no discrepancies or violations to report.***

(8) **Documents**

- The Provider's Provisional CCL expires on **December 5, 2017**. ***Therefore, there are no discrepancies or violations to report.***

(9) **Other**

- Drinking water dispenser is readily available at all times for staff and children. However, the following is recommended:
  - *Upon inspection, I observed a Clorox container on the floor by the children's toilet. It is paramount that all cleaning supplies are properly stored and out of the children's reach.*
  - *I observed that some of the children's playing equipment situated in the playground appeared weathered. This needs to be removed and replaced with a more suitable equipment. Additionally, wilted banana leaves were present within the playground. This too must be removed for the children's safety.*

*NOTE: Provider Assessment Monitoring checklist is available upon request.*

Signature

Gordon B. Salas, CCLP Safety Inspector



# Announced/Unannounced Staff / Child Inspection



Date: 10/17/2017

Time: 10:00 am

Provider's	Staff /Child Ratio	# of Staff	meet ratio	does not meet ratio	Comments
<i>Korean Community School</i>	<i>Toddlers (7)</i>	<i>2</i>	<input checked="" type="checkbox"/>		

Note:

- *Chia Hae Hong*
- *Our NEW Kim started last Oct. 13, 2017*

Inspector's Signature: *[Signature]*  
 Print Name: *Georgette B. Sales*

Date: *10/17/2017*

Provider's Signature: *[Signature]*  
 Print Name: *[Signature]*

Date: *10/17/2017*



# CCLP/CCDF PROVIDER ASSESMENT REPORT



Business Name: Korean Community School of Saipan (P-14) Physical Address: Afetnas

Primary Contact Person: Won Suk Bang Contact Number: 483-1166

2<sup>nd</sup> Contact Person: \_\_\_\_\_ Email Address: conwood@naver.com

Capacity: \_\_\_ Maximum: \_\_\_ Enrolled: \_\_\_ Category(s): Center:  Group Home: \_\_\_

Date of Assessment: October 17, 2017 Assessed By: Gordon B. Salas  
Print Name

Announced:  Unannounced: \_\_\_ Visit/Monitoring: \_\_\_

Type of Assessment: \_\_\_ Preliminary \_\_\_ Renewal

CCLP#: 1006 Date of issued: 12/22/2016 Expiration Date: 12/31/2017 Capacity: \_\_\_

### Grouping Clause Monitoring Inspection:

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

Staffs:

1. Cha Hee Hong (Teacher)
2. Min Jung Kim (Teacher Aide) *absent due to CW issue*
3. Sam Neu Lim (New staff pending required documents) email sent to Mr. Bang noticing him that Ms. Lim cannot begin work without submitting the required documents.

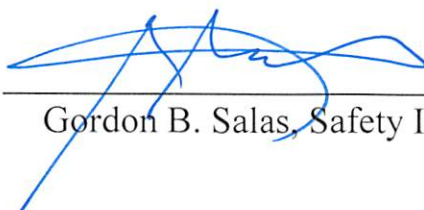
(1) Electrical cords securely installed on the wall, ceiling, walls and does not cross pathways. The facility indoor must designate and area for any kind of hazards such as; (sharp objects/edges, rust, chemical, etc.) in a secured area with locks at no access for the children. The facility has a safety 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)	N/A	n/a	N/A
"No Smoking" and "Exit" signs posted around the facility/home vicinity at least 2 "Exit Door access" and smoking not allowed within the vicinity.		√	The main door needs an exit sign. The staffs present have been informed.
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 functional smoke alarm detectors mounted in each enclosed room.	√		
The facility or home is equipped with a fire extinguisher unit and is view, safe and at a convenient space.	√		The fire extinguisher is due for its annual inspection on November 2017
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.	√		All present with the exception of the handbook and the alternate site.
(4) 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		√	According to Ms. Cha Hee, she only speaks to the children


			about the evacuation drill. Actual drills are not conducted. To recommend monthly documented drills.
Disaster drills (tsunami/earthquake/fire/flood)is conducted once every 6 months		√	Drill are verbalized only.
CCLP will conduct announced/unannounced emergency/disaster drills	N/A	n/a	N/A
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.	N/A	n/a	N/A
(5) Provide isolation area with clean, safe and pleasant space for a sick child separating from the other children while under the providers care.	N/A	n/a	N/A
<b>continuation</b>	<b>SAFETY &amp; HEALTH</b>		<b>Note(s)</b>
(6) Does the utilized cloth towels being replaced every other day with a cleaned towels?	√		
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)	√		No toothbrush cover observed. To recommend plastic covers.
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.		√	Clorox observed on the floor by the toilet bowl.
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.	N/A	n/a	N/A
(7) The outdoor playground is far from the main or street access road.	√		
The outdoor playground must be enclosed/fenced and gated area.	√		
The playground is free from hazards (tripping hazards, sharp edges, rust, slippery risks, chemical pollutions, etc.).	√		
Outdoor equipment's are in good condition and age appropriate.		√	Some of the playing equipments appears weathered.
Outdoor playground is far from the main access road with an enclosed fenced gated or solid wall	√		
Outdoor playground is hazardous free (tripping, sharp edges, rust, etc.)		√	Wilted banana leaves must be cleared.
(8) Outdoor meets a minimum 33% of facility capacity at 75sq. footage of space per child.	√		
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	---	---	None observed.
<b>continuation</b>	<b>SAFETY &amp; HEALTH</b>		<b>Yes No Note(s)</b>
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	N/A	n/a	N/A
Hand washing is perform throughout the day on and after toileting/each diaper changed or after outdoor/before and after meals.	√		
All soiled diapers is 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	√		
All food & formula is stored properly in a refrigerator or at the right temperature	√		
(9) 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	N/A	n/a	N/A
(10) 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).	√		

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

 \_\_\_\_\_  
 Date

Provider's Signature: \_\_\_\_\_  
 Print Name

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 Date

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