



DEPARTMENT of COMMUNITY and CULTURAL AFFAIRS
CHILD CARE LICENSING PROGRAM



INSPECTION SUMMARY REPORT

Business Name: Holy Angel Day Care

Physical Address: Chalan Kanoa, SPN

Primary Contact Person: Jan P. Reyes

Contact Number: 235-2907

2nd Contact Person: Renato S. Reyes

Email Address: janreyes0107@gmail.com

Inspection Date: 03-29-21 **Start Time:** 1:45 pm **End Time:** 3:11 pm **Assessed By:** Rita N. Olopai

Type of Assessment: Initial: Renewal: Visit (Monitor): ✓
 Extension: Provisional: Dispute:
 Announced: ✓ Unannounced:
 Follow-up: Date of Last Visit

Category(s): Licensed: ✓ Certified: ✓

Type of Services: Part 200: ✓ Part 300: Part 400: ✓
 Group Home Care: Family Home Care:
 Center Base: ✓ Before/After (B/A) Pro.: ✓ Infant/Toddler: ✓

Capacity: Total Occupants: 62@100% & 47@75% Enrollment: 18 children No. of Staff: 8

Child Care No.: License: CCL-1052 Certificate: C-009 Expiration Date: June 30, 2021

Staff Child Ratio (No. of children ENROLLED / PRESENT/ CAPACITY / No. of staffs in each AGE-GROUP or room):

Infant Room – There are 2 infants between the age of 9 to 12 months enrolled with 1 teacher.

Toddler Room – There are 3 toddlers enrolled (ages from 2 to 3 years old) with 1 teacher.

Pre-Sch. Room – Is occupied with 3 children, ages 3 and 4 years old with 2 teachers.

Before/After Sch. Room – There are 10 children enrolled between the age of 5 to 10 years old with 2 teachers. The center provides 2 support staff as alternate in the event 1 of the teachers have to leave the group of children.

- (1) **Documents – Minor deficiencies on the submission of updated documents without being reminded and to submit complete renewal application package.** Provider was reminded to process the renewal of facility and/or staff required documents at the least 30 calendar days prior to the expiration date of the document. As well as the submission of the Child Care license and certificate applications with complete attachments of facility/staff required documents within 60 calendar days prior to the expiration of the license/certificate. In addition, reminded that the facility/staff required documents attached must be valid at least 30 days after the expiration of the renewing Child Care license.
- (2) **Health – Minor deficiencies of the children’s daily health check which are not recorded individually.** Due to confidentiality, CCLP recommends that the daily health check be log individually per child and it must be accessible upon request for review by each child’s parent

POSTED
DATE: 4-28-21



DEPARTMENT of COMMUNITY and CULTURAL AFFAIRS
CHILD CARE LICENSING PROGRAM



INSPECTION SUMMARY REPORT

and childcare staff. Provider was notified that CCLP will issue a template of the daily health check form (which applies to each child) for their reference.

- (3) **Sanitary – No insufficiencies to report.** The center is clean and odor free, “dirty bin” is provided to store used education item to be stored until it is sanitized or disinfected before it is available again, busy surfaced are sanitized as often as needed, as per the attending staff.
- (4) **Signages – No deficits found;** all postings are in place. The attending staff was informed that due to confidentiality, staff required documents are not to be posted but must be filed accordingly per staff and be accessible for childcare staff review.
- (5) **Capacity – No deficiencies.** Each room is occupied according to the 75% capacity.
- (6) **Emergency – No deficits.** As per the attending staff, she informed that there are no changes to the approved EPRP and all that staff are aware of their responsibility in an event of an emergency. The emergency evacuation plan is posted near the entrance exit door.
- (7) **Electrical – No deficits.** All outlets are covered or blocked off, the panel is covered and out of children’s reach.
- (8) **Outdoor – No deficits,** the children’s playground is enclosed and shaded with a canopy tent.
- (9) **Other – Recommendation to create a log for the Clorox/water mixtures for sanitize and disinfect as prove that the solution is mix daily; in the event center wants to increase their Before/After (B/A) School Program and to stay within the room capacity, to combine the enrolled 5 years old children with the pre-school children; and CCLP will send the template of the Daily Health Check for center’s reference.**

NOTE: Provider Assessment Monitoring checklist is available upon request.

Reported By: *[Signature]* 4-22-21
CCLP Staff

Concurred By: *[Signature]* 4/22/2021
Gordon B. Salas
CCLP Supervisor



DEPARTMENT of COMMUNITY and CULTURAL AFFAIRS
CHILD CARE LICENSING PROGRAM
(DCCA/CCLP)



INSPECTION CHECKLIST

Business Name: Holy Angel Day Care Physical Address: Chalan Karaca, SPN
 Primary Contact Person: Jan P. Reyes Contact Number: 235-2907
 2nd Contact Person: Renato Reyes Email Address: janreyes0107@gmail.com
 Date of Inspection: 03.29.21 Start Time: 1:45pm End Time: 3:11pm Inspector(s): R. Olapain

Type of Assessment: PRELIMINARY RENEWAL EXTENSION
 MONITOR/VISIT NEW SITE DISPUTE
 ANNOUNCED UNANNOUNCED
 FOLLOW UP Date of Previous Inspection _____

Category: Licensed Certified

Type of Child Care Services: FAMILY HOME GROUP HOME CENTER BASE
 INFANT/TODDLER BEFORE/AFTER (B/A) SCH.

Capacity: Total Occupants 42 Enrollment 19 No. of Staff 06

Child Care No.: License: CCL-1052 Certificate: C-009 Expiration Date: 06/30/21

Age-Group (Per Room – list the O/L, enrollment, # present, age range, # of staff assigned):

INFANT:
4/2/1/1
9m-11m

K-4: Combine K-3:
17/3/3/2
3y9m-4y11m

TODDLERS:
8/3/2/1
2y7m-3y

K-5: Combine B/A SCH.:
3/10/8/2
5y-10y

POSTED
DATE: 4.28.21

Pre-service Training: # of Newly Approved Provider 2 # of Provider Completed 0

Grouping Clause Monitoring Inspection:

- | | | | |
|---------------|---------------|----------------|--------------|
| (1) DOCUMENTS | (2) HEALTH | (3) SANITARY | (4) SIGNAGES |
| (5) CAPACITY | (6) EMERGENCY | (7) ELECTRICAL | (8) OUTDOOR |

DOCUMENTATION	√	X	NOTE
(1) Updates of the facility and staff required documents are submitted to CCLP on time.	✓		Inform - w/out reminder
(1-a) All required facility/staff documents must be renewed 30 days prior to its expiration date.	✓		
(1-b) The complete renewal application (with the attachments) is received 60 days prior to the expiration date of the Child Care license/certificate.	✓		Inform - w/out reminder that attachment must be valid at least 30 days after the exp. of existing CC license.
(1-c) Directors notifies and encourages all staff to attend of the scheduled trainings.	✓		
(1-d) All childcare staff in a licensed but non-certified center/school has accrued 15 hours of training/technical assistance (T/TA) based on child development annually.	N/A		
(1-e) Upon completion of a T/TA, supporting documents (T/TA date, time, & prove of attendance) is submitted to CCLP.	N/A		
(1-f) All childcare staff in a licensed and certified center/school has accumulated the 30 hours of training /technical assistance based on child development annually.	✓		
(1-g) Newly hired staff is attentive and in the process of completing the pre-service training within 90 days from the date of their (CCLP's) approval.	✓		
(1-h) New staff is an assistant to a certified staff while working on the pre-service training requirement.	✓		
(1-i) Director inquire from Evergreen Learning (EGL) Center in regards to the pre-service training.	✓		
(1-j) Documentations of enrolled children are filed individually.	✓		
(1-k) Provider complies with the open-door policy.	N/A		closed due to CCLP memo (COVID-19)
(1-l) Subsidized children are signed in/out on the attendance sheet daily.	✓		

HEALTH	√	X	NOTE
(2) All enrolled children are updated with their medical documents (immunization, dental, developmental screening, etc.).	✓		
(2-a) All listed staff provides a valid supporting (medical) document that cleared them with tuberculosis.	✓		
(2-b) Health check for each child is conducted and recorded daily.	✓		Recorded in a notebook w/ the description send a DTC sample
(2-c) Records of the daily health check is accessible to parents and CCLP/CCDF staff.	✓		
(2-d) If applicable, staff are aware of enrolled child's allergy.	N/A		None of the children have allergies.

(2-e) A cozy and comfortable room for a sick child is available (Isolation Room).	✓	
(2-f) Children's meals and formulas are stored at proper temperature.	✓	
(2-g) Facility is furnished with age-appropriate educational items.	✓	
(2-h) Furniture and equipment are in a good and safe condition for the children's use.	✓	
(2-i) The use of adaptive tools is safe and sturdy for the children.	✓	
(2-j) Hand washing is performed throughout the operational hours (particularly, before entering the center, before/after meals, and after the use of comfort room or as necessary).	✓	Arrival/B&A meal/Diaper changing/After the use of the CR.
(2-k) Proper hand-washing for 20 seconds begins at the time of lathering hands with soap.	✓	
(2-l) The use of hand sanitizer is available with the lack of running water.	✓	
(2-m) Facility is equipped with adequate number of lavatories.	✓	
(2-n) Comfort rooms are furnished with toiletries (hand-soap, paper towel, toilet tissue).	✓	
(2-o) Toiletries are stationed in an area that is safe and accessible to the children.	✓	
(2-p) All trash bins are sealed with covers.	✓	

SANITARY	✓	X	NOTE
(3) The facility is generally odor-free, clean and clutter-free (floors swept, work space, educational materials and bathroom clean, garbage emptied).	✓		
(3-a) Staff are knowledgeable of the Clorox/Water mixture for sanitization and for disinfection.	Info		Mix Daily (see) its label w/ the name w/out date. Rec.
(3-b) Bleach solution is made daily, labeled and out of children's reach.	Info		Labeled w/No Date recom moved by Sheryl
(3-c) All furniture, educational items are disinfected daily prior to operational hours.	✓		
(3-d) Shared educational items are sanitized before the next child uses.			Inform
(3-e) Educational items with human secretion are stored away to be disinfected before it is use again.			Inform
(3-f) Busy surfacing are sanitized as often as necessary.	✓		

SIGNAGES	✓	X	NOTE
(4) The Child Care License/Certificate must be posted in a conspicuous area.	✓		
(4-a) Facility's required documents are valid and posted in a conspicuous area.	✓		

(4-b) Staff required documents are valid and posted visibly.			To compile in a binder
(4-c) "No Smoking" and "Exit" signs are posted in an appropriate area and is noticeable.	✓		
(4-d) Evacuation plan is posted beside all entrance/exit doors.	✓		
(4-e) Emergency contact number is posted near the working telephone landline.	✓		Will be in a binder
(4-f) DPW approved floor plan is posted in each enclosed room used for C.C. services.	✓		In process to form Newman coop. contract w/ DPW.
(4-g) Daily activities schedule is posted at visitor's view.	✓		
(4-h) Center/School must post the procedures for filing a complaint with the DCCA/CCLP including the contact number and mailing address.			Inform

CAPACITY	✓	X	NOTE
(5) There are sufficient number of staff with the total number of children.	✓		
(5-a) Directors may teach and not be counted in the ratio if the center's enrollment is 50 or above.	✓		Inform
(5-b) Exception may be made for director to be included in the staff/child ratio (cases of emergency or special situation) but must not exceed 10 hours per week.	✓		Inform
(5-c) Exception may be made for the director inclusion in the ratio during the first and last hour of operation in a full day operation center.	✓		Inform
(5-d) Certificate of occupancy and floor plan of the facility is accessible for visitors.	✓		

EMERGENCY	✓	X	NOTE
(6) Provider's current emergency preparedness and response plan (EPRP) is approved by the Child Care Program.	✓		Processing to include COVID-19 prevention plan
(6-a) Submission of the changes to the approved EPRP is within 5 days from the date of revision.	✓		
(6-b) Staff are aware of the EPRP and their responsibility.			Staff Mtg
(6-c) Facility is equipped with at least 2 entrance/exit doors.	✓		
(6-d) All entrances/exits doors are kept clear of clutter and etc.	✓		6 doors
(6-e) Emergency drills (alternating) are performed and recorded monthly.	✓		
(6-f) Disaster drills (alternating) are conducted and recorded every six months.	✓		
(6-g) Records of all drills are accessible.	✓		
(6-h) Facility is equipped with adequate number of fire extinguisher as recommended by DFEMS.	✓		5 last inspect. 8/20/2020 staff Mar. 2021

(6-i) Fire extinguisher is located in a safe and convenient space.	✓		
(6-j) First aid kit is available and accessible.	✓		
(6-k) First aid kit is filled with update medical supplies.	✓		
(6-l) Facility is furnished with sufficient number of smoke detectors.	✓		check monthly
(6-m) Smoke alarm are installed in each enclosed room of the facility.	✓		
(6-n) In the event a child gets hurt in the center, the accident must be recorded.	✓		
(6-o) Parents are notified immediately if their child is injured (minor/major) in the center.	✓		
(6-p) An incident report (minor/major) is issued to the parents on the day of the accident.	✓		
(6-q) Incidents that involve medical professions and/or enforcers must be reported to CCLP.	✓		

ELECTRICAL	✓	X	NOTE
(7) Fuse box is covered and situated out of children's reach.	✓		
(7-a) Electrical outlets not in use are covered properly or blocked off.	✓		
(7-b) Overload of electrical outlet is avoided.	✓		
(7-c) Electrical cords are securely fixed (not hanging loose).	✓		
(7-d) Electrical cords does not crossed pathways to prevent tripping hazard.	✓		

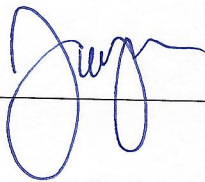
OUTDOOR	✓	X	NOTE
(8) The center/school environment is free from hazardous chemical/material/equipment.	✓		
(8-a) Children's playground is far from the road, enclosed, and shaded.	✓		
(8-b) Playground is safe and free from tripping hazards.	✓		
(8-c) Playground is furnished with age-appropriate equipment.	✓		
(8-d) Children's outdoor equipment are in good and safe condition.	✓		
(8-e) The playground is well maintained.	✓		


Notes:

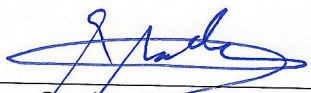
Rec. - to moved the 5 yrs. old children that are w/ the 6 or above yrs. old to be w/ the pre-schoolers to stay in compliance of the ratio
 - will send a sample of the daily health check form
 - To have a log book of the solution - Name, date & staff the mix
 as prove of daily mix.
 - For

Exit Review & Acknowledgment:

I, Jan Reyes, hereby acknowledged the CCLP staff(s) assessment and the explanation of the discrepancies found during this visit. Therefore, I pledge to address the stated deficiencies within the time frame recommended by the CCLP.

Authorized Personnel Signature/Date:  03/29/2021

Reported By:  Date: 3.29.21
CCLP Staff & Signature

Reviewed By:  Date: 4/22/2021
Gordon B. Salas
CCLP Supervisor