

# EARLY LEARNING COALITION OF OSCEOLA COUNTY

## PROVIDER HEALTH & SAFETY NON-COMPLIANCE

ITEM: 220A.02

EFFECTIVE DATE: 2-22-07

REVISED: N/A

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### **POLICY STATEMENT**

The Coalition is committed to ensuring the health and safety of all children enrolled in state funded early learning programs in Osceola County. For those providers who have multiple health and safety infractions during the time period of one (1) year, the following procedures shall be implemented.

### **PROCEDURE**

To ensure the health and safety of early learning children is maintained, the Coalition has established the following tiered, non compliance procedures:

#### ***Level I (Serious Non-Compliance)***

The following conditions must be resolved within a twenty four (24) hour period or risk being suspended from serving early learning funded children for a period of one (1) year.

- Class I Violation - A reported DCF Class I violation including, but not limited to:
  - Criminal background checks not completed
  - Inadequate staff/child ratios
  - Inadequate supervision of children
- Change of Location – all early learning providers must report any change of location within ten (10) calendar days prior to closing the current location to DCF, 4C and the Coalition.
- Illegal Operation – an early learning provider is considered to be illegally operating if they are providing services to state funded children at a location not legally approved by DCF or has had their license or registration revoked or expired
- Telephone Infraction – all early learning providers must have a working land-line telephone. The telephone number must be on file with DCF and 4C at all times.
- Non-compliant Substitute Teachers – an early learning provider may not allow children to be cared for by a person other than individuals listed on the license/registration and/or VPK Provider Application as a substitute of record that has been approved by DCF and/or the Coalition
- Provider Fraud – falsification of records including, but not limited to, attendance records, applications, and certifications, etc. may not only result in a suspension of serving early learning children, but may also result in criminal prosecution.
- Improper Parent Notification of Child Injury – all early learning providers must notify the parent/guardian immediately of any injury or incident as required by DCF and maintain proper documentation of such notification in the child's file.
- Improper Transportation – all early learning providers must have sufficient seatbelts or child restraints when transporting children. NOTE: In cases of an emergency in which a child's life is in greater danger by not being transported, an exception may be made if the provider obtained an emergency authorization from the parent/guardian prior to the incident.
- Refusal of Provider Evaluations – In accordance to the Osceola County School Readiness and/or VPK Provider Agreement, all early learning providers must agree to allow 4C and/or Coalition staff to have unannounced access to their facility for the purpose of conducting program and/or administrative evaluations.

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### **Level I (Serious Non-Compliance) - continued**

Should an early learning provider accumulate three (3) or more resolved Level I violations as listed above in a twelve (12) month period, the provider may be suspended from providing School Readiness and/or Voluntary Pre-Kindergarten services and receiving state funds for a period of one (1) year.

### **Level II (Moderate Non-Compliance)**

The following conditions must be resolved within seventy two (72) hours/three (3) business days or risk being suspended from enrolling additional early learning funded children for a period of one (1) year.

- Not Meeting Licensing Standards including, but not limited to:
  - Operating over licensed capacity
  - Inadequate direct supervision
  - Failure to place infants under one (1) year of age on their backs to sleep in accordance with American Academy of Pediatrics guidelines
  - Not maintaining a transportation log
  - Lack of staff trained in First Aid and/or CPR; missing or incomplete first aid kit
  - Inappropriate child discipline which is severe, humiliating, frightening, inappropriate isolation, or associated with food, rest, or toileting. Spanking or any other form of physical punishment is prohibited
  - Not maintaining the facility and equipment (inside and outdoor play area). Must be clean, sanitary, free from pests and vermin, and in good repair.
  - Inadequate or unsafe fencing
- Failure to perform, hinder or return a child's screening and/or assessment results.

Should an early learning provider accumulate two (2) Level II violations within a six month (6) month period or three (3) Level II violations within a twelve (12) month period, the provider may be suspended from providing School Readiness and/or Voluntary Pre-Kindergarten services and receiving state funds for a period of one (1) year.

### **Level III (Minor Non-Compliance)**

The following conditions must be resolved within ten (10) business days or risk being suspended from enrolling additional early learning funded children for a period of one (1) year.

- Change of child care location and notifying DCF, but not notifying 4C and the Coalition within ten (10) calendar days prior to the close of the current location
- Operating without a Director's Credential, as applicable
- A reported DCF Class III violation including, but not limited to:
  - Insufficient lighting, ventilation, or temperature
  - Inadequate napping space; insufficient bedding, mats, etc.
- Exceeding the established deadline to return the signed School Readiness Provider Agreement

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### **PARTIES AFFECTED**

All providers serving School Readiness and/or Voluntary Pre-Kindergarten funded children

### **ASSOCIATED DOCUMENTS / FORMS**

School Readiness Program Evaluation, School Readiness Provider Agreement