

# Program Inspection Before & After School Center Compliance Plan

Provider's Name: **Latchkey Before & After School Care** City: **Canton**

Provider Number: **010605534**

Inspector: **Teri Pieters**

Date of Inspection: **12/20/2022**

Time of Inspection: **6:21 AM**

The items listed below are those that the provider was not in compliance with at the time of the inspection.

## B. Program Practices

8. Do staff ensure children are given direct care, protection, supervision, and guidance through active involvement or direct supervision? 67:42:16:19

Corrections To Be Made:

**Children in care were not properly supervised.**

**Staff members must provide direct care, supervision, and guidance for every child through direct observation.**

**Correction: Program administration provided a written plan to CCL and will provide oversight to ensure all staff are following the program's supervision policies. Additional training on this topic will be completed by all staff.**

Agency Action:

### Compliance Plan

Suggested  
Completion  
Date:

Actual  
Completion  
Date:

**02/01/2023**

**01/25/2023**

Status: **Corrected**

## G. Record Keeping, Posting Information, Fire/Tornado Drills

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.

Corrections To Be Made:

**AB - Central Registry Check, Criminal Record Check, Timely Orientation**  
**JD - C A/N Report Statement**  
**KH - Criminal Record Check, C A/N Report Statement, Timely Orientation, Training**  
**LL - Timely Orientation, CPR, Training**

Agency Action:

**Compliance Plan**

Suggested  
Completion  
Date:

**02/01/2023**

Actual  
Completion  
Date:

**03/27/2023**

Status: **Corrected**

**Nicole Sehr**

Provider Signature

**02/01/2023**

Date

**Teri Pieters**

Inspector Signature

**02/01/2023**

Date