Program Inspection
Licensed Day Care Programs
Compliance Plan

Provider's Name:	**The Crayon Box III**	City:	**Salem**	Provider Number:	**014512382**
Inspector:	**Deb Bigge**	Date of Inspection:	**08/17/2022**	Time of Inspection:	**11:29 AM**

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

A. Program Activities, Schedule and Environment

2. Are activity plans developed and implemented that offer a variety of activities to meet the needs of various age groups? 67:42:10:10

Corrections To Be Made:

The activity plans could not be located during the inspection.

Activity plans are to be in writing and should be accessible to all staff.

Verification of activity planning was received; Provider will assure plans are available to all staff going forward.

Agency Action:

Compliance Plan

Suggested Completion Date: **08/31/2022**

Actual Completion Date: **09/30/2022**

Status: **Corrected**

8. Does the program have a written daily schedule? 67:42:10:10

Corrections To Be Made:

A daily schedule was not posted in the facility.

A daily schedule is to be posted.

A daily schedule is posted in the facility.

Agency Action:

Compliance Plan

Suggested Completion Date: **08/31/2022**

Actual Completion Date: **09/16/2022**

Status: **Corrected**

E. Nutrition and Meal Planning

33. Is a weekly menu posted that records actual food served? 67:42:10:13

Corrections To Be Made:	Agency Action:	
The menu posted did not reflect the food actually being served on the date of inspection. **Updates to the menu need to be posted.** **Provider will assure that updates to the menu are posted going forward.**	**Compliance Plan**	
	Suggested Completion Date: **08/17/2022**	Actual Completion Date: **08/17/2022**
	Status: **Corrected**	

G. Record Keeping, Posting Information, Fire/tornado Drills

38. Does the program post in a visible location a copy of the facility's latest Inspections or Program & Facility Safety Inspections and Child Care Licensing Inspection Summary? And if on a CAP, does the program have a copy of the plan available at request? 67:42:16:17

Corrections To Be Made:	Agency Action:	
The Program Inspection was not posted. **The currentFacility Safety and Program Inspections are to be posted.** **The most current inspection reports are posted in a visible location in the facility.**	**Compliance Plan**	
	Suggested Completion Date: **08/31/2022**	Actual Completion Date: **08/29/2022**
	Status: **Corrected**	

39. Does the program have documentation 4 fire drills and 1 tornado drill were conducted in the past year? 67:42:10:18

Corrections To Be Made:	Agency Action:	
Documentation of four fire drills and one tornado drill completed during the past year could not be located during the inspection. **Four fire drills and one tornado drill are to be completed yearly. The program will complete a fire drill within the next month.** **A fire drill was completed; Provider will assure that adequate drills are completed and documented going forward.**	**Compliance Plan** Suggested Completion Date: **09/17/2022** Status: **Corrected**	Actual Completion Date: **09/12/2022**

40. Are staff records complete? 67:42:10:09 Note: Staff records are to be maintained at the facility for 6 months following the end of employment.

Corrections To Be Made:	Agency Action:	
AC - Three References, Sex Offender Registry Check, Criminal Record Check **KM - Timely Orientation** **JS - Training** **BS - Three References, Training** **AW - Three References, Timely Orientation, CPR, Training** **KW - Three References, Sex Offender Registry Check, Criminal Record Check**	**Compliance Plan** Suggested Completion Date: **09/17/2022** Status: **Corrected**	Actual Completion Date: **09/17/2022**

Rhonda Mead	**08/17/2022**	**Deb Bigge**	**08/17/2022**
Provider Signature	Date	Inspector Signature	Date