



# REACH HIGHER CNMI / CCDF OBSERVATION CHECKLIST

## Check-in Visit



<b>Business Name:</b> Loving Hands Kindergarten	<b>Location:</b> Koblerville	<b>Contact #:</b> 670-288-1004
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<b>Total Student Enrollment:</b> 28	<b>Center Capacity:</b> 36
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<b>Observation Type:</b>	Initial	Date: _____	Start Time: _____	End Time: _____
	Renewal	Date: _____	Start Time: _____	End Time: _____
	Follow-Up	Date: _____	Start Time: _____	End Time: _____
	Check-in	Date: <u>July 15, 2024</u>	Start Time: <u>9:50 am</u>	End Time: <u>11:05 am</u>
	Follow-Up	Date: <u>July 30, 2024</u>	Start Time: <u>1:30 pm</u>	End Time: <u>1:55 pm</u>

### Ratio Table:

Age	Number of Children Per Staff Member
0 – under 24 mos.	4 or less
2-year-old	7 or less
3-year-old	7 or less
4 years old	10 or less
5 years and older	10 or less

Name of Rooms	Infant	Toddler	Infant & Toddler	Pre-School	K-3	K-4	K-5	B/A School
Approved DPW Room Capacity	10	8		12				7
# of Staff Present	2	1		1				1

<b>Name of Rooms</b>	<b>Infant</b>	<b>Toddler</b>	<b>Infant &amp; Toddler</b>	<b>Pre-School</b>	<b>K-3</b>	<b>K-4</b>	<b>K-5</b>	<b>B/A School</b>
<b>Names of Teachers/Staff:</b>	<b>Medina B. Aurora P.</b>	<b>Jeanette R.</b>		<b>Jeremy T.</b>				<b>Rosemarie B.</b>
<b># of Children Enrolled:</b>	<b>7</b>	<b>6</b>		<b>9</b>				<b>6</b>
<b># of Children Present:</b>	<b>7</b>	<b>6</b>		<b>7</b>				<b>2</b>
<b># of Children w/Special Needs:</b>	<b>1</b>	<b>1</b>		<b>0</b>				<b>0</b>
<b>Age of Youngest Child:</b>	<b>7 m.o.</b>	<b>19 m.o.</b>		<b>4.2 y.o.</b>				<b>7.10 y.o.</b>
<b>Age of Oldest Child:</b>	<b>18 m.o.</b>	<b>42 m.o.</b>		<b>6.7 y.o.</b>				<b>11.4 y.o.</b>

**Loving Hands Kindergarten**  
**Areas for Recommendations (07.15.24 & 7.30.24)**

#	Area(s) to Address: (e.g. health and safety topic; QRIS star level indicator)	Observation	Recommendation	Action taken
1	<b>(2-E) EPRRP plan that meets the prescribed CCDF requirements.</b>	Fire extinguisher logs have no indication of being checked on a regular basis.	Fire extinguishers must be checked on a monthly basis and attached logs must be kept up to date.	All fire extinguishers were checked and the attached logs were up to date.
2	<b>(6-A) Daily health checks are conducted for all children upon arrival.</b>	No daily health checks were done on the children in the toddler room.	All children must be checked upon arrival and observations must be logged on the form.	Daily health checks were done for all the children present in the toddler room during the follow-up visit.
3	<b>(7-A) A daily schedule and current lesson plan are posted for all age groups.</b>	The lesson plan posted in the afterschool room was not updated.	Posted lesson plan must be current.	A current lesson plan was posted.
4	<b>Building and Physical Premises Safety</b>	<p>A rubber-like material from a tag was hanging on the side of the crib.</p> <p>Rusted/molded shower metal hardware in the restroom used by staff, infants/ toddlers, and after school</p> <p>Rusted /broken metal drainage covers in the restroom used by staff, infants/ toddlers, and after school</p> <p>Improper toilet bowl water tank lid (loose and moves around) in the restroom used by staff, infants/ toddlers, and after school</p>	<p>Remove and dispose.</p> <p>Replace metal hardware.</p> <p>Replace the metal drainage cover</p> <p>Replace the tank lid with one that matches and fits the water tank to avoid accidental injury.</p>	<p>Removed.</p> <p>Replaced with new one.</p> <p>Metal drainage covers were replaced.</p> <p>The tank lid was replaced with the correct matched/fitted lid.</p>

**STATUS**

- In compliance**
- Work in progress**

**Date: July 30, 2024**

**Targeted date to be finalized:**

**Completion of 30 hours of Annual Trainings and Technical Assistance (T & TA) Combined**

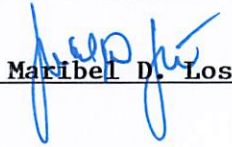
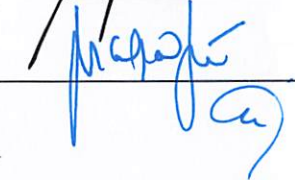
Child Care Staff	Topics that must be taken <b>Annually</b>	Topics that must be taken <b>every 2 Years</b>	Topics that must be taken <b>every 3 Years</b>
All child care staff who have direct responsibility for the care of children Includes: <b>Directors, Teachers, Assistant Teachers, Caregivers, Aides and Floaters</b> )	✓ Prevention of and response to emergencies due to food and allergic reactions	✓ Pediatric First Aid and CPR Certification	✓ Prevention and control of infectious diseases (including Immunization)
	✓ Child Development		✓ Administration of medication, consistent with Standards for Parental Consent
	✓ Recognition and reporting of child abuse and neglect	Note: At least one (1) provider in each group	
<i>In Addition:</i>			
All child care staff who have <b>DIRECT responsibility for the care of INFANTS and TODDLERS</b>	✓ Prevention of Sudden Infant Death Syndrome and Use of Safe sleep Practices (SIDS)	✓ Pediatric First Aid and CPR Certification	
	✓ Prevention of Shaken Baby Syndrome and Abusive Head Trauma (SBS)		

**\*\*Only CCDF approved trainings and approved replacements will count towards meeting the Annual Health and Safety Training requirements\*\***

“I understand this report will be posted on the CNMI Child Care website in compliance with the consumer education provision of the federal CCDBG Act of 2014 for Results of Monitoring and Inspection Reports (website): (658E(c)(2)(D)) State must make public by electronic means, in a consumer-friendly and easily accessible format, organized by the provider, the results of monitoring and inspection reports, including those due to major substantiated complaints about failure to comply with CCDF requirements and State child care policies, as well as the number of deaths, serious injuries, and instances of substantiated child abuse that occurred in the child care settings each year, for eligible child care providers within the State.”

Acknowledged By: Director’s Printed Name: Edilberto Javier III Signature:  Date: 08/01/24

Conducted By: Quality Care Specialist Printed Name: Maricar I. Pena Signature:  Date: July 30, 2024

Reviewed By: CCDF Director Printed Name:  Maribel D. Loste Signature:  Date: 08-05-24