



# Rhode Island Department of Human Services

## Child Care Center and School Age Program Monitoring Summary

Final 10/21/2021

### Provider Information

Program Name: Once Upon a Time Academy LLC

### Visit Information

Visit Date: 11/29/2021 Visit Start Time: 9:45am Visit End Time: 11:40am

Name of Licensor: Stephanie Lutrario

### Compliance and Corrective Action Plans

Corrective action plans are developed when noncompliance to regulations is observed during a monitoring visit. Regulations are assessed using the Child Care Center and School Age Program Monitoring Checklist. To review this full checklist or to get more information on the risk levels associated to each regulation, please visit [here](#)

#### Non-Compliances Observed During Monitoring Visit

- Program demonstrated compliance in all regulations assessed during this visit. No violations found.
- Program demonstrated partial compliance in the regulations assessed during this visit. Noncompliance found resulted in the following corrective action plan.

#### Corrective Action Plan

Non-Compliant Regulation	Description/Observation	Corrected Onsite (Check)	Timeframe to resolve	Resolved (Check)
1.8.J.6	Choke poster not displayed in both rooms	<input checked="" type="checkbox"/>		<input type="checkbox"/>
1.12.C.2	Approved individuals not signing children in at drop-off/pick-up	<input checked="" type="checkbox"/>		<input type="checkbox"/>
1.10.D.1	Center did not have individual attendance sheets for each room	<input checked="" type="checkbox"/>		<input type="checkbox"/>
1.12. F.10.b	2 of 3 staff files missing Job Description	<input type="checkbox"/>	1 month	<input checked="" type="checkbox"/>
1.12. F.10.c	1 of 3 staff files missing Comprehensive Background Check	<input type="checkbox"/>	48 hours	<input checked="" type="checkbox"/>
1.12. F.10.d	1 of 3 staff files missing DCYF Clearance	<input type="checkbox"/>	To be submitted before staff can resume work	<input checked="" type="checkbox"/>
1.12. F.10.j	3 of 3 staff files missing Training Plan	<input type="checkbox"/>	1 month	<input checked="" type="checkbox"/>
1.12. F.10.k	1 of 3 staff files missing documentation of participation in orientation (to include child abuse/neglect policies)	<input type="checkbox"/>	1 month	<input checked="" type="checkbox"/>
1.12. F.10.l	3 of 3 staff files missing Proof of Professional Development for 2021	<input type="checkbox"/>	1 month	<input checked="" type="checkbox"/>