

Early Learning and Childcare Facility Inspection Report

Type of Inspection:
Follow-Up Inspection

Pursuant to section 21 of the *Early Childhood Services Act*, operators of licensed early learning and childcare facilities must post their most recent inspection report in a clearly visible and prominent place in the facility.

Name of operator AMY MCEVOY	Licence Number 2010660	Inspection Date May 15, 2023	
Facility Name Little Steps Child Care		Telephone Number (506) 756-3660	
Address 85 Renfrew Street Petitcodiac NB E4Z 4S6			
Name of Early Learning and Childcare Licensing Staff Sarah MacDougall		Position Title Inspector	
Order for Compliance	Regulation	Date to be corrected	Date corrected
24(1) For the purposes of subsection 20(1) of the Act, the following records and documents shall be maintained on the premises of a licensed facility: (b) child records that include: (i) the child's name, address, birth date and Medicare number,	24(1)(b)(i)	May 10, 2023	May 15, 2023
Comments: The Medicare number is missing in 1 of the audited children's files. Inspector was able to see proof that follow-ups have been done with the parents to acquire this information. Once the information is obtained, Operator must ensure that this information is indicated in the child's profile. Deficiency is now compliant			
24(1) For the purposes of subsection 20(1) of the Act, the following records and documents shall be maintained on the premises of a licensed facility: (b) child records that include: (iv) the name, address and telephone number of at least two individuals authorized by the child's parent or guardian to pick up the child and to be contacted in case of an emergency if the parent or guardian cannot be reached,	24(1)(b)(iv)	May 10, 2023	May 15, 2023
Comments: The name, address and telephone number of at least 2 emergency contacts was indicated in each verified child's record. Deficiency is now compliant			
24(1) For the purposes of subsection 20(1) of the Act, the following records and documents shall be maintained on the premises of a licensed facility: (b) child records that include: (v) the child's health history and a copy of the record of immunizations or a copy of an exemption.	24(1)(b)(v)	May 10, 2023	May 15, 2023
Comments: 1 of the audited children's files is missing a copy of their immunization record. Inspector was able to see proof that follow-ups have been done with the parents to acquire this information. Once the information is obtained, Operator must ensure that this information is indicated in the child's profile. Deficiency is now compliant			
24(1) For the purposes of subsection 20(1) of the Act, the following records and documents shall be maintained on the premises of a licensed facility: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	May 03, 2023	May 15, 2023
Comments: The child's arrival and departure time was indicated in each audited children's file. Deficiency is now compliant			
27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (c) permitting the administration of medication in the circumstances set out in section 46.	27(c)	May 10, 2023	May 15, 2023

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: The consent for administering medication was located in each audited children's record. Deficiency is now compliant			
47(1) An operator of a licensed facility shall refuse admission to a child if satisfactory proof of the immunizations required by the Public Health Act or the regulations under that Act is not provided.	47(1)	May 10, 2023	May 15, 2023
Comments: 1 of the audited children's files is missing a copy of their immunization record. Inspector was able to see proof that follow-ups have been done with the parents to acquire this information. Once the information is obtained, Operator must ensure that this information is indicated in the child's profile. Deficiency is now compliant			
50(2) The operator of a licensed facility shall inform the parent or guardian of a child involved in an incident on the day the incident takes place and shall ensure that the parent or guardian signs the daily log to confirm their awareness.	50(2)	May 03, 2023	May 15, 2023
Comments: Inspector observed that parents sign the daily incident log. Deficiency is now compliant			

General Comments
Ratio was respected during the inspection.

original signed by
Sarah MacDougall
 Signature of Early Learning and Childcare Licensing Staff

May 15, 2023
 Date

original signed by
Stephanie Colford
 Signature of Operator/Designate

May 15, 2023
 Date