

LETTER OF COMPLIANCE INSPECTION REPORT

INSPECTION DATE/TIME/DURATION: 7/27/2022 10:30 AM		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2">INSPECTION TYPE</th> </tr> <tr><td>☐</td><td>Initial Application</td></tr> <tr><td>☐</td><td>Conversion</td></tr> <tr><td>☐</td><td>Mandatory Review</td></tr> <tr><td>☒</td><td>Full</td></tr> <tr><td>☐</td><td>Complaint Investigation</td></tr> <tr><td>☐</td><td>Monitoring</td></tr> <tr><td>☐</td><td>Other</td></tr> <tr><td>☐</td><td>Follow Up</td></tr> </table>		INSPECTION TYPE		☐	Initial Application	☐	Conversion	☐	Mandatory Review	☒	Full	☐	Complaint Investigation	☐	Monitoring	☐	Other	☐	Follow Up	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="5">Approved Capacity: 72</th> </tr> <tr> <th>AGES</th> <th>Approved for</th> <th># Enrolled</th> <th colspan="2"># Present</th> </tr> <tr> <td>2's</td> <td>☒ Y ☐ N</td> <td>13</td> <td colspan="2">3</td> </tr> <tr> <td>3's</td> <td>☒ Y ☐ N</td> <td>19</td> <td colspan="2">10</td> </tr> <tr> <td>4's</td> <td>☒ Y ☐ N</td> <td>3</td> <td colspan="2">2</td> </tr> <tr> <td>5's (pre-school)</td> <td>☒ Y ☐ N</td> <td>7</td> <td colspan="2">7</td> </tr> <tr> <td>5-15 (school-age)</td> <td>☒ Y ☐ N</td> <td>3</td> <td colspan="2">3</td> </tr> <tr> <td>TOTAL</td> <td></td> <td>45</td> <td colspan="2">25</td> </tr> <tr> <td>Head Start</td> <td>XXXXXXX</td> <td>0</td> <td colspan="2">XXXXXX</td> </tr> </table>		Approved Capacity: 72					AGES	Approved for	# Enrolled	# Present		2's	☒ Y ☐ N	13	3		3's	☒ Y ☐ N	19	10		4's	☒ Y ☐ N	3	2		5's (pre-school)	☒ Y ☐ N	7	7		5-15 (school-age)	☒ Y ☐ N	3	3		TOTAL		45	25		Head Start	XXXXXXX	0	XXXXXX	
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WORKERS COMPENSATION INSURANCE COVERAGE: ☒ Y ☐ N																																																																				
OPERATOR NAME: Riva Trace Baptist Church																																																																				
FACILITY NAME: The Preschool at Riva Trace																																																																				
ADDRESS: 475 W. Central Avenue Davidsonville MD 21035																																																																				
PERSON(S) INTERVIEWED: Krista Westgate																																																																				
TITLE(S): Director																																																																				
TELEPHONE: (410) 798-4868				E-MAIL: thepreschool@rtbc.org																																																																
				☒ Verified ☐ N/A																																																																

PART 1 - MANDATORY REVIEW ITEMS

INSTRUCTIONS: (1) Review each regulation that applies to the inspection being conducted.
 (2) The compliance status of an item listed under Part 2 may be recorded when deemed necessary.
 (3) Initial/Resumption/Conversion/Full Inspection - Complete both Part 1 and Part 2.

C = In Compliance, D = Discussed, N = Not in Compliance, X = Not Inspected, NA = Not Applicable

D .03.06A Notifications
C .04.01B Capacity
C .05.01A Building Safety
C .05.08A Appropriate Facilities and Supplies
C .05.11 General Cleanliness and Disposal of Refuse
C .05.12 Outdoor Activity Area
C .07.02 Abuse and Neglect Reporting
C .07.06 Child Security

C .08.01A Appropriate Supervision
C .08.03 Group Size and Staffing
C .08.07 Playground Supervision
C .10.01A(4) Emergency Escape Route Posted
C .10.01C Emergency Contact Posted
C .10.03 Safe Use of Materials and Equipment
C .10.04 Potentially Hazardous Items
C .12.04A Food Safety

PART 2 – GENERAL COMPLIANCE REVIEW

INSTRUCTIONS: The compliance status of an item listed under Part 1 is excepted (exc.) from recording under Part 2.

C = In Compliance, D = Discussed, N = Not in Compliance, X = Not Inspected, NA = Not Applicable

CHAPTER 02 APPLICATION AND MAINTENANCE

D .03C Maintenance of a Continuing Letter of Compliance

CHAPTER 03 MANAGEMENT AND ADMINISTRATION

NA .01 Multi-Site Facilities
C .02 Admission to Care
C .03 Program Records
C .04 Child Records
C .05 Staff Records

C .06 Notifications [exc. A]
C .07 Change of Operation
C .08 Variances
C .09 Advertisement

CHAPTER 04 OPERATIONAL REQUIREMENTS

C .02 Enrollment and Attendant

CHAPTER 05 PHYSICAL PLANT AND EQUIPMENT

C .01 Building Safety [exc. A]

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CHAPTER 05 PHYSICAL PLANT AND EQUIPMENT, CON'T

- C .02 Accessibility
- C .03 Indoor Space
- C .04 Building Repair and Maintenance
- C .05 Lead-Safe Environment
- C .06 Ventilation and Temperature
- C .07 Water Supply
- C .08 Sanitary Facilities and Supplies [exc. A]
- C .09 Lighting
- C .10 Telephone and Communication
- C .13 Swimming Facilities

CHAPTER 06 STAFF REQUIREMENTS

- C .01 Minimum Staff Age
- C .02 Staff Orientation
- C .03 Suitability for Employment
- C .04 Staff Health
- C .05 Substitutes
- C .06 Support Personnel
- C .07 Volunteers

CHAPTER 07 CHILD PROTECTION

- C .01 Prohibition of Abuse, Neglect, Injurious Treatment
- C .03 Child Discipline
- C .04 Parental Access
- C .05 Authorized Release

CHAPTER 08 CHILD SUPERVISION

- C .01 Individualized Attention and Care [exc. A]
- C .02 Staff Available for Emergencies
- C .04 Variations in Group Size
- C .05 Supervision during Water Activities
- C .06 Supervision during Transportation
- C .08 Rest Time Supervision

CHAPTER 09 PROGRAM REQUIREMENTS

- C .01 Materials and Equipment
- C .02 Rest Furnishings
- C .03 Storage

CHAPTER 10 SAFETY

- C .01 Emergency Safety Requirements [exc. A(4), C]
- C .02 First Aid and CPR
- C .05 Transportation

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CHAPTER 11 HEALTH

- C .01 Exclusion for Acute Illness
C .02 Infectious and Communicable Diseases
C .03 Preventing Spread of Disease
C .04 Medication Administration and Storage
C .05 Smoking
C .06 Alcohol and Drugs

CHAPTER 12 NUTRITION

- C .01 Food Service
C .02 Modified Diet
C .03 Food Sources
C .04 Food Storage and Preparation [exc. A]

CHAPTER 12 NUTRITION, CON'T

- C .05 Food Preparation Area and Equipment

CHAPTER 13 ADOLESCENT FACILITIES

- C .01 Approved Plan

CHAPTER 14 EDUCATIONAL PROGRAM

- C .04 Change of Operation
C .06 Personnel Qualifications
C .07 Educational Program
C .08 Child Records
C .09 Health, Fire Safety, Zoning

CHAPTER 15 INSPECTIONS, COMPLAINTS AND ENFORCEMENTS

- C .02 Inspections
C .06 Emergency Suspension

Signature of Provider

Signature of Agency Representative

Shantel Closson

7/27/2022

Date

