

CORRECTIVE ACTION REPORT FORM (continued)

Facility Name: Hope Community Christian Daycare	Date Prepared: 9/5/25
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SECTION C - CORRECTIVE ACTION

List action needed below with dates to be corrected listed for each action

<i>Corrective Action Required</i>	<i>Date to be completed</i>
1. The center <u>must</u> develop and maintain a daily transition checklist form to account for the children throughout the day. The form <u>must</u> document that each child is visually recognized, checked and accounted for during the transitions to staff, classrooms, restrooms and to and from outdoor activities. The form <u>must</u> be checked and signed off by the Director or person in charge after each transition.	09/17/2025
2. The Director and all staff <u>must</u> obtain two (2) hours of training on Supervision from a Department approved outside source. The training <u>must</u> be in person.	10/15/2025
3. The Director and all staff <u>must</u> obtain two (2) hours of training on the <u>Performance Standards for Day Care and Nighttime Centers</u> provided by the Department.	10/15/2025
Written notification of the corrective action taken by the Department of Human Resources must be given to all parents by September 15, 2025. The Corrective Action Report Form must be posted in a conspicuous place in the center. In addition, all parents must be notified to report any violations of the <u>Performance Standards</u> to the center and to the Alabama Department of Human Resources at 1-866-528-1694.	
Failure to comply with the conditions imposed by this corrective action is a basis for immediate revocation without further opportunity to correct the deficiencies.	