

**ALABAMA DEPARTMENT OF HUMAN RESOURCES
CHILD CARE HEALTH & SAFETY GUIDELINES DEFICIENCY REPORT**

SECTION A - IDENTIFYING INFORMATION

Facility Name: UAH EARLY LEARNING CENTER	Type of Facility : Day <input checked="" type="checkbox"/> Night <input type="checkbox"/> Both <input type="checkbox"/>	Date of Visit: 12/2/2025
Facility Address: 4503 UNIVERSITY DRIVE, HUNTSVILLE, AL 35899, Madison		Telephone #: (256) 824-4750
Ages: 3 Months to 5 Years	Staff in Charge (if applicable): LORETTA HAYSLIP	Capacity: 228 / NA Day Night


SECTION B - DEFICIENCY INFORMATION

<u>Health & Safety Guidelines</u> Deficiency	Date Corrected
Deficiency Summary	
Failed - TB Test Date and Results, Staff Checklist Comments: The tb test result is missing.	12/2/2025
Failed - TB Test Date and Results, Staff Checklist Comments: The tb test result is missing.	12/2/2025
Failed - Medication Authorization, Child Checklist Comments: There is no doctor's note for medication.	12/2/2025
Failed - Immunization Certificate, Child Checklist Comments: The immunization card is expired.	12/2/2025

INSTRUCTIONS TO PERSON IN CHARGE: Column 2, Date Corrected is to be completed by the facility representative after each deficiency is corrected. The facility representative must put the date of correction and his/her initials in Column 2. This form must be returned to the Department of Human Resources on or before N/A , as verification that deficiencies have been corrected.

NOTICE: Any misleading or any false statements or reports made to the Department and/or failure to correct the listed deficiencies can be the basis for adverse action. None of these requirements are to be interpreted to allow anyone to operate in violation of Health & Safety

Guidelines. A facility approved by the Department must meet Health & Safety Guidelines applicable to that facility at all times. It is the responsibility of the facility to operate in compliance with Health & Safety Guidelines.



Signature of Facility Representative

12-2-2025

Date

Tavia Woods

12-2-2025

Signature of DHR Representative

Date

COPIES TO: _____

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CHILD CARE HEALTH & SAFETY GUIDELINES DEFICIENCY REPORT

Facility Name: UAH EARLY LEARNING CENTER

Date of Visit: 12/2/2025

SECTION B - DEFICIENCY INFORMATION (Continued)

<u>Health & Safety Guidelines</u> Deficiency	Date Corrected
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Failed - Immunization Certificate, Child Checklist Comments: The immunization card is expired.	12/2/2025

INSTRUCTIONS TO FACILITY: Column 2, Date Corrected is to be completed by the facility representative after each deficiency is corrected. The facility representative must put the date of

correction and his/her initials in Column 2. This form must be returned to the Department of Human Resources on or before N/A , as verification that deficiencies have been corrected.

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Signature of Facility Representative

12-2-2025
Date

Tavia Woods

12-2-2025

Signature of DHR Representative

Date

COPIES TO:

PROCEDURES DEFICIENCY REPORT

This form is to be used to record deficiencies observed by DHR Representative or admitted to by the facility's staff, during visits to facilities. The form may be used in conjunction with an evaluation form or at any time a deficiency is noted. The form should be completed and reviewed with the facility representative at the end of the visit. A copy of the form should be left at the facility or mailed to the facility after the visit. The original must be placed in the Department's file. The form is to be handwritten or printed so that it is readable. All sections are to be completed by the DHR representative unless otherwise noted. Additional pages may be used if needed. Note number of pages, such as page 1 of 3.

SECTION A IDENTIFYING INFORMATION

FACILITY NAME Record name of the facility.

TYPE OF FACILITY Check all that apply.

DATE OF VISIT Date of completion of deficiency report.

FACILITY ADDRESS Street address of the facility, not P. O. Box or mailing address.

TELEPHONE # Telephone number of the facility, including area code.

STAFF IN CHARGE Name of person in charge during visit.

AGES Age range of children.

CAPACITY Number of children according to capacity requirements.

SECTION B DEFICIENCY INFORMATION

Column 1-HEALTH & SAFETY GUIDELINES DEFICIENCY-Describe the deficiency observed; for example: childstaff ratio in the three-year-old group, children's records incomplete.

Column 2-DATE CORRECTED BY FACILITY REPRESENTATIVE should record the date each deficiency is corrected and his/her initials in Column 2. A copy of the deficiency report with corrections noted must be sent to DHR on or before the date indicated. If a follow-up visit is conducted by the DHR representative and deficiencies have not been corrected, or if additional deficiencies are observed during the followup visit, a new deficiency report must be completed, listing any deficiencies listed on the previous report which has not been corrected and any new deficiencies observed. If no copy is received from the facility, the DHR representative may make a copy of the original form in the file for use during a followup visit. If the facility fails to submit the deficiency report by the date indicated, the DHR representative may contact the facility by telephone as a reminder. Such contact should be noted in the Department's file.

SIGNATURE OF FACILITY REPRESENTATIVE Staff member in charge may sign. If the facility representative refuses to sign the Deficiency Report, the DHR representative should indicate this on the signature line, "Facility representative refused to sign" or "No staff member in charge with authority to sign" and note the date.

COPIES TO – Indicates distribution. A copy should be sent to the facility. A record of distribution of copies, including interdepartmental copies must be maintained. The original must be maintained in the Department's file.