Plan of Correction

SECTION A - IDENTIFYING INFORMATION

Facility Name: VESTAVIA DAY SCHOOL-VESTAVIA HILLS U.M.C	Type of Facility: Center [X] OST [ ] Day [X] Family [ ] University [ ] Night [ ] Group [ ]
Physical Address: 2061 KENTUCKY AVENUE VESTAVIA HILLS, AL 35216	Mailing Address:
Telephone Number: (205) 769-0128	Licensee: VESTAVIA DAY SCHOOL (VHUMC)
Capacity: 229	Director:
Age Range: 6 Weeks to 5 Years	Date Prepared: 9/30/2026

SECTION B - BASIS FOR PLAN OF CORRECTION

List each deficiency, the plan of action, and the target date for each item:

Deficiency Plan of Correction	Date to be completed
Failed - Medical, Staff Checklist Plan of Action - sending employee to get a new medical report.	10/16/2026
Failed - Medical, Staff Checklist Plan of Action - we are sending employee to get a new medical report.	10/16/2026
Failed - Health and Safety Training, Staff Checklist Plan of Action - Employee has been given directions to complete training asap.	10/16/2026
Failed - Medical, Staff Checklist Plan of Action - We found an updated medical report for susie in her file. See attached.	10/5/2026
Failed - Medical, Staff Checklist Plan of Action - Employee has made a doctor's appoointment to get a new physical done.	10/26/2026
Failed - Ongoing Training, Staff Checklist Plan of Action - This teacher has signed up for additional hours of ongoing training.	10/5/2026
Failed - Medical, Staff Checklist Plan of Action - we are sending employee to get a new medical report done.	10/16/2026
Failed - Verification of Education, Staff Checklist Plan of Action - employee is bringing me a diploma.	10/16/2026
Failed - Health and Safety Training, Staff Checklist Plan of Action - Employee is retaking her health and safety training.	10/19/2026
Failed - Medical, Staff Checklist Plan of Action - We found an updated medical report in Wendy's hard	10/5/2026

copy file and have attached it here.	
Failed - Medical, Staff Checklist Plan of Action - sending employee to get a new medical report.	10/16/2026
Failed - Medical, Staff Checklist Plan of Action - sending employee to get a new medical report.	10/16/2026
Failed - Medical, Staff Checklist Plan of Action - we are sending employee to get new medical report.	10/16/2026
Failed - Health and Safety Training, Staff Checklist Plan of Action - Employee has been given directions to complete training asap.	10/16/2026
Failed - Written Verification of Standards Read, Staff Checklist Plan of Action - Action is completed	10/5/2026
Failed - Ongoing Training, Staff Checklist Plan of Action - Employee appears to have completed 21 total hours of training. see attached.	10/5/2026
Failed - Medical, Staff Checklist Plan of Action - Sending employee to get a new medical report.	10/17/2026
Failed - Health and Safety Training, Staff Checklist Plan of Action - Employee has been given directions to complete training asap.	10/16/2026
Failed - Medical, Staff Checklist Plan of Action - sending employee to get a new medical report.	10/16/2026
Failed - Health and Safety Training, Staff Checklist Plan of Action - Employee has this training completed and uploaded.	10/5/2026
Failed - Medical, Staff Checklist Plan of Action - Found employee's updated medical report in her hard copy file. See below.	10/5/2026
Failed - Written Verification of Standards Read, Staff Checklist Plan of Action - employee has been notified that verification of standards read is due Friday, October 9th.	10/9/2026
Failed - Written Verification of Standards Read, Staff Checklist Plan of Action - employee has been notified that verification of standards read is due Friday, October 9th.	10/9/2026
Failed - Medical, Staff Checklist Plan of Action - employee has appointment to get a new physical	10/16/2026
Failed - Written Verification of Standards Read, Staff Checklist Plan of Action - employee has been notified that verification of standards read is due Friday, October 9th.	10/9/2026
Failed - Preadmission Form, Child Checklist Plan of Action - we have reached out to parents to obtain missing information on form.	10/16/2026

Failed - Preadmission Form, Child Checklist Plan of Action - we have reached out to parents to obtain missing information on form.	10/16/2026
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Failed - Preadmission Form, Child Checklist Plan of Action - we have reached out to parents to obtain missing information on form.	10/16/2026
Failed - *Toy telephones-2, Classroom Checklist / Giraffes Plan of Action - items ordered and arrived	10/9/2026
Failed - *Magnifying glass, Classroom Checklist / Giraffes Plan of Action - items ordered and arrived.	10/9/2026
Failed - *Nature collections, Classroom Checklist / Giraffes Plan of Action - items ordered and arrived.	10/9/2026
Failed - Indoor thermometer (child safe), Classroom Checklist / Giraffes Plan of Action - items ordered and arrived, posted in classroom.	10/9/2026
Failed - Electrical outlets covered, Classroom Checklist / Giraffes Plan of Action - employees were reminded to cover all outlets and they are now covered.	10/9/2026
Failed - Medication locked, Classroom Checklist / Giraffes Plan of Action - medication is now locked.	10/9/2026
Failed - *Easel, Classroom Checklist / zebra Plan of Action - teachers easel was in the bathroom and is now in the classroom.	10/9/2026
Failed - *Cooking utensils/dishes (unbreakable), Classroom Checklist / zebra Plan of Action - items ordered and arrived.	10/9/2026
Failed - *Unbreakable mirror-full length, Classroom Checklist / zebra Plan of Action - items ordered and arrived.	10/9/2026
Failed - Indoor thermometer (child safe), Classroom Checklist / zebra Plan of Action - items ordered and arrived, posted in classroom.	10/9/2026
Failed - Electrical outlets covered, Classroom Checklist / zebra Plan of Action - employees were reminder to put outlet covers on and now they are covered.	10/9/2026
Failed - Hazardous substances locked, Classroom Checklist / zebra Plan of Action - We have hired a company to come re-key cabinets so that teachers have access to the keys that lock their cabinets, and we will then move hazardous substances to those cabinets rather than with child locks we currently have.	10/16/2026
Failed - Containers labeled, Classroom Checklist / zebra Plan of Action - teachers are labeling their containers asap	10/16/2026
Failed - *Matching games-6 (no more than 2 electronic, Classroom	10/16/2026

Checklist / kangaroo Plan of Action - matching games ordered	
Failed - Electrical outlets covered, Classroom Checklist / kangaroo Plan of Action - outlets are now covered and usually always are :) teachers have been reminded the importance of this.	10/12/2026
Failed - *Non-toxic finger/cold water paints-primary colors, Classroom Checklist / Monkey Plan of Action - items are now out and present.	10/12/2026
Failed - *Paint brushes four ½ and 1 inch in width, Classroom Checklist / Monkey Plan of Action - items ordered.	10/12/2026
Failed - *Matching games-6 (no more than 2 electronic, Classroom Checklist / Monkey Plan of Action - items ordered	10/12/2026
Failed - *Toy telephones-2, Classroom Checklist / Monkey Plan of Action - items ordered	10/12/2026
Failed - *Rhythm instruments – 1 per child in group, Classroom Checklist / Monkey Plan of Action - items ordered	10/12/2026
Failed - *Magnets, Classroom Checklist / Monkey Plan of Action - items ordered	10/12/2026
Failed - Indoor thermometer (child safe), Classroom Checklist / Monkey Plan of Action - items ordered and posted	10/12/2026
Failed - Hazardous substances locked, Classroom Checklist / Monkey Plan of Action - locks are getting fixed	10/16/2026
Failed - *Matching games-6 (no more than 2 electronic, Classroom Checklist / Elephants Plan of Action - items ordered	10/16/2026
Failed - *Puppets-2, Classroom Checklist / Elephants Plan of Action - items ordered	10/16/2026
Failed - *Dress-up clothes for boys and girls, Classroom Checklist / Elephants Plan of Action - items were here in a different classroom being used for community helpers week. they are back.	10/16/2026
Failed - *Storage for dress-up clothes, Classroom Checklist / Elephants Plan of Action - items back in their classroom.	10/12/2026
Failed - *Measuring and pouring equipment, Classroom Checklist / Elephants Plan of Action - items ordered	10/12/2026
Failed - Indoor thermometer (child safe), Classroom Checklist / Elephants Plan of Action - ordered and posted	10/12/2026
Failed - Electrical outlets covered, Classroom Checklist / Elephants	10/12/2026

Plan of Action - all outlets covered	
Failed - Hazardous substances locked, Classroom Checklist / Elephants Plan of Action - We have hired a company to come re-key cabinets so that teachers have access to the keys that lock their cabinets, and we will then move hazardous substances to those cabinets rather than with child locks we currently have.	10/16/2026
Failed - *Toy telephones-2, Classroom Checklist / lions Plan of Action - items ordered	10/12/2026
Failed - Indoor thermometer (child safe), Classroom Checklist / lions Plan of Action - items ordered	10/12/2026
Failed - Hazardous substances locked, Classroom Checklist / lions Plan of Action - substances getting moved to cabinet with lock and getting lock fixed	10/16/2026
Failed - Plastic-lined, covered container, Classroom Checklist / Lambs Plan of Action - items ordered	10/16/2026
Failed - Tub (portable plastic acceptable), Classroom Checklist / Lambs Plan of Action - item ordered	10/16/2026
Failed - Indoor thermometer (child safe), Classroom Checklist / Lambs Plan of Action - items ordered and posted	10/12/2026
Failed - Electrical outlets covered, Classroom Checklist / Lambs Plan of Action - outlets all covered	10/12/2026
Failed - Hazardous substances locked, Classroom Checklist / Lambs Plan of Action - We have hired a company to come re-key cabinets so that teachers have access to the keys that lock their cabinets, and we will then move hazardous substances to those cabinets rather than with child locks we currently have.	10/16/2026
Failed - Medication locked, Classroom Checklist / Lambs Plan of Action - locks getting fixed, medication moved	10/16/2026
Failed - *Nesting and stacking toys – 2 sets, Classroom Checklist / Ducks Plan of Action - items ordered	10/12/2026
Failed - Feeding chairs, Classroom Checklist / Ducks Plan of Action - items ordered	10/12/2026
Failed - *Nesting and stacking toys – 2 sets, Classroom Checklist / Bunny Plan of Action - items ordered	10/12/2026
Failed - *Colorful pictures and posters, Classroom Checklist / Bunny Plan of Action - items ordered	10/16/2026
Failed - Hazardous substances locked, Classroom Checklist / Bunny Plan of Action - items moved to locking cabinet	10/16/2026
Failed - Containers labeled, Classroom Checklist / Bunny Plan of Action - containers are being labeled	10/16/2026

Failed - *Toy telephones - 2, Classroom Checklist / Owls Plan of Action - items ordered	10/12/2026
Failed - Indoor thermometer (child safe), Classroom Checklist / Owls Plan of Action - ordered and posted	10/12/2026
Failed - Hazardous substances locked, Classroom Checklist / Owls Plan of Action - moving substances to behind lock	10/16/2026
Failed - Preadmission Form, Child Checklist Plan of Action - we have reached out to parents to obtain missing information on form.	10/16/2026
Failed - Hazardous substances locked, Classroom Checklist / flamingos Plan of Action - items being moved to behind lock	10/16/2026
Failed - *Non-toxic playdough, Classroom Checklist / Caterpillars Plan of Action - items ordered	10/12/2026
Failed - *Baby dolls – 2 (complete with all parts), Classroom Checklist / Caterpillars Plan of Action - items ordered	10/12/2026
Failed - *Doll clothes and blankets, Classroom Checklist / Caterpillars Plan of Action - items ordered	10/12/2026
Failed - *Doll bed – 1, Classroom Checklist / Caterpillars Plan of Action - items ordered	10/12/2026
Failed - *Non-wooden building blocks (approximately 20 non-interlocking), Classroom Checklist / Butterflies Plan of Action - items ordered	10/12/2026
Failed - *Doll bed – 1, Classroom Checklist / Butterflies Plan of Action - items ordered	10/12/2026
Failed - Electrical outlets covered, Classroom Checklist / Butterflies Plan of Action - outlets are covered	10/12/2026
Failed - Hazardous substances locked, Classroom Checklist / Butterflies Plan of Action - items are being moved behind cabinet with key lock	10/16/2026
Failed - Containers labeled, Classroom Checklist / Butterflies Plan of Action - they are labeling their containers	10/16/2026
Failed - Indoor thermometer (child safe), Classroom Checklist / ladybugs Plan of Action - ordered and posted	10/12/2026
Failed - Individual, labeled storage space for each child, Classroom Checklist / ladybugs Plan of Action - in hallway.	10/12/2026
Failed - Electrical outlets covered, Classroom Checklist / ladybugs Plan of Action - they are covered	10/12/2026
Failed - Hazardous substances locked, Classroom Checklist / ladybugs Plan of Action - items are being moved behind cabinet with key lock	10/16/2026

Failed - Lighting adequate, Classroom Checklist / ladybugs Plan of Action - lighting is now adequate	10/12/2026
Failed - Shelving for equipment and supplies/anchored, Classroom Checklist / Teddy Bears Plan of Action - no need to anchor shelf because it backs up to another, correct?	10/12/2026
Failed - Electrical outlets covered, Classroom Checklist / Teddy Bears Plan of Action - outlets are now covered	10/12/2026
Failed - Hazardous substances locked, Classroom Checklist / Teddy Bears Plan of Action - items are being moved behind cabinet with key lock	10/16/2026
Failed - Medication locked, Classroom Checklist / Teddy Bears Plan of Action - items behind moved behind lock	10/12/2026
Failed - Verification of Education, Staff Checklist Plan of Action - employee has been notified that verification of education is due by this Friday.	10/9/2026
Failed - Interstate CA/N if applicable (within 5 years), Staff Checklist Plan of Action - employees interstate CA/N has been sent.	10/23/2026
Failed - Ongoing Training, Staff Checklist Plan of Action - Employee appears to have completed all training. See example attached. She has 29+ hours.	10/5/2026
Failed - Written Verification of Standards Read, Staff Checklist Plan of Action - employee has been given a copy of standards and asked to return signed form by Friday, October 9.	10/9/2026
Failed - Verification of Education, Staff Checklist Plan of Action - employee is getting us diploma.	10/16/2026
Failed - Suitability Determination (Every 5 years), Staff Checklist Plan of Action - completed letter attached.	10/12/2026
Failed - Written Verification of Standards Read, Staff Checklist Plan of Action - employee has been given a copy of standards and asked to return signed form by Friday, October 9.	10/9/2026
Failed - Ongoing Training, Staff Checklist Plan of Action - Employee is signing up for ongoing training to complete her hours	10/16/2026
Failed - Health and Safety Training, Staff Checklist Plan of Action - employee has been notified that this training needs to be done by next Friday, October 16.	10/16/2026
Failed - Medical, Staff Checklist Plan of Action - employee is being sent to get updated medical report.	10/16/2026
Failed - Verification of Education, Staff Checklist Plan of Action - Admin is going around to collect all employees missing verification of education.	10/16/2026
Failed - Written Verification of Standards Read, Staff Checklist Plan of Action - employee has been given a copy of standards and	10/9/2026

asked to return signed form by Friday, October 9.	
Failed - Ongoing Training, Staff Checklist Plan of Action - Employee has been given directions to complete training asap.	10/16/2026
Failed - Health and Safety Training, Staff Checklist Plan of Action - Employee has been given directions to complete training asap.	10/16/2026
Failed - Written Verification of Standards Read, Staff Checklist Plan of Action - employee has been notified that verification of standards read is due Friday, October 9th.	10/9/2026
Failed - Medical, Staff Checklist Plan of Action - item completed.	10/12/2026
Failed - TB Test Date and Results, Staff Checklist Plan of Action - employee is getting a copy from her doctor asap	10/16/2026
Failed - Ongoing Training, Staff Checklist Plan of Action - Employee has been given directions to complete training asap.	10/16/2026
Failed - Medical, Staff Checklist Plan of Action - employee has appointment to get new medical form signed.	10/16/2026
Failed - Verification of Education, Staff Checklist Plan of Action - Admin is going around to collect all employees missing verification of education.	10/16/2026
Failed - Health and Safety Training, Staff Checklist Plan of Action - Employee has been given directions to complete training asap.	10/16/2026
Failed - Medical, Staff Checklist Plan of Action - sending employee to get new medical form	10/23/2026
Failed - Health and Safety Training, Staff Checklist Plan of Action - Employee has been given directions to complete training asap.	10/16/2026
Failed - Verification of Education, Staff Checklist Plan of Action - Admin is going around to collect all employees missing verification of education.	10/16/2026
Failed - References, Staff Checklist Plan of Action - employee was given new reference forms to complete asap,	10/16/2026
Failed - Health and Safety Training, Staff Checklist Plan of Action - Employee has been given directions to complete training asap.	10/16/2026
Failed - Photo ID Verification, Staff Checklist Plan of Action - ID attached.	10/12/2026
Failed - Medical, Staff Checklist Plan of Action - employee has appointment to get a new physical and	10/23/2026

tb test.	
Failed - Verification of Education, Staff Checklist Plan of Action - Admin is going around to collect all employees missing verification of education.	10/16/2026
Failed - References, Staff Checklist Plan of Action - we are looking for her references and will send to get re done if we cannot find	10/16/2026
Failed - Ongoing Training, Staff Checklist Plan of Action - Employee has been given directions to complete training asap.	10/16/2026
Failed - Medical, Staff Checklist Plan of Action - employee (me) will get doctor to sign form.	10/16/2026
Failed - Outside windows that are open are screened, Inspection Form Plan of Action - We will put in a work order for our Facilities Director to install window screens to any windows that may be open.	10/19/2026
Failed - Lighting adequate at nap/rest time to allow children to be seen, Inspection Form Plan of Action - Will monitor all classrooms and ensure teachers leave enough light to see children.	10/6/2026
Failed - *Digging or sand area, Inspection Form Plan of Action - Items ordered. See attached.	10/5/2026
Failed - Outdoor play area free of apparent hazardous conditions:, Inspection Form Plan of Action - We have put in a work order to get the prickly bushes removed.	10/12/2026
Failed - Staff able to see all children, Inspection Form Plan of Action - Director will ensure that staff are able to see children at all times.	10/16/2026
Failed - Each child’s hands washed after diapering, Inspection Form Plan of Action - I had a discussion with all the teachers reminding them of this standard. All teacher's have agreed to wash children's hands after diapering with a wipe.	10/5/2026
Failed - Center director meets qualifications, Inspection Form Plan of Action - I have signed up for several ongoing training courses, and will have my CDA complete in November.	11/30/2026
Failed - By August 1, 2022, director/all teachers/substitutes/all service staff must be enrolled in the Alabama Pathway’s Professional Development Registry, Inspection Form Plan of Action - we are actively working on getting all employees into Alabama Pathways.	10/23/2026