

Most Common Rule Violations in Centers in 2018

# Rank	Rule Number	Rule Summary	Times Violated
1	R 400.8143(1) Child information cards.	(1) At the time of the child's initial attendance, the center shall obtain a child information card, using a form provided by the department or a comparable substitute, completed and signed by the parent, and the center shall keep it on file and accessible in the center.	523
2	R 400.8125(1) Appropriate care and supervision	(1) All staff and volunteers shall provide appropriate care and supervision of children at all times.	411
3	R 400.8128 Health of staff and volunteers	Evidence that all staff members and each volunteer who has contact with children at least 4 hours per week for more than 2 consecutive weeks is free from communicable tuberculosis, verified within 1 year before employment or volunteering, shall be kept on file at the center.	317
4	R 400.8131(4) Professional Development Requirements	(4) All program directors, site supervisors, and caregivers shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities, including, but not limited to, child development and learning; health, safety and nutrition; family and community collaboration; program management; teaching and learning; observation, documentation, and assessment; interactions and guidance; professionalism; and the child care center administrative rules. The center may count CPR and first aid training for up to 2 hours of the annual professional development hours in the year taken.	247
5	R 400.8380(1) Maintenance of premises in clean and safe condition	(1) The premises shall be maintained in a clean and safe condition and shall not pose a threat to health or safety.	223
6	R 400.8125(10) Clearances updated every two years	(10) The documentation required by subrule (4), (6), (7) and (8) of this rule shall be updated every 2 years at renewal and upon request by the department and shall be kept on file at the center.	209
7	R 400.8161(5) Fire drills.	(5) A fire drill program consisting of at least 1 fire drill quarterly shall be established and implemented.	196

8	R 400.8143(10) Attendance records	(10) The center shall maintain an accurate record of daily attendance at the center that includes each child's first and last name and each child's arrival and departure time.	191
9	R 400.8143(6)(c) Physical evaluations for preschoolers	(6) Within 30 days of initial attendance, 1 of the following shall be obtained and kept on file and accessible in the center: (c) For preschoolers: A physical evaluation performed within the preceding year signed by a licensed health care provider. Any restrictions shall be noted.	173
10	R 400.8125(12) Written CA/N statement for staff	(12) A written statement shall be signed and dated by staff and volunteers at the time of hiring or before volunteering indicating all of the following information: (a) The individual is aware that abuse and neglect of children is against the law. (b) The individual has been informed of the center's policies on child abuse and neglect. (c) The individual knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.	171
11	R 400.8131(3) Blood-borne pathogen training	(3) Before unsupervised contact with children, each caregiver, site supervisor, and program director shall complete blood-borne pathogen training.	170
12	R 400.8143(3)(a) Children's records	(3) At the time of initial attendance, 1 of the following shall be obtained and kept on file and accessible in the center for children under school age: (a) A certificate of immunization showing a minimum of 1 dose of each immunizing agent specified by the department of community health.	163
12	R 400.8125(7) Original central registry for staff	(7) A staff member shall not be present in the center until there is documentation from the department of human services on file at the center that he or she has not been named in a central registry case as a perpetrator of child abuse or child neglect.	163
14	R 400.8146(2) Written information packet.	(2) Written documentation that the parent received the written information packet as required by subrule (1) of this rule shall be kept on file at the center.	156
14	R 400.8161(6) Tornado drill	(6) A tornado drill program consisting of at least 2 tornado drills between the months of April through October shall be established and implemented.	156
16	R 400.8110(4) License	(4) There shall be a licensing notebook on the premises which includes all licensing inspection and special investigation reports and related corrective action plans since May 28, 2010 and a summary sheet outlining the documents	153

		contained in the notebook. The notebook shall be made available to parents and prospective parents at all times during the center's normal hours of operation.	
17	R 400.8340(3) Labeling food and beverage in same day supply	(3) Breast milk, formula, milk, other beverages, and food furnished in a same-day supply shall be covered and labeled with the child's first and last name and the date.	152
18	R 400.8161(3) Emergency Procedures	(3) The plans required by subrule (1)(a) to (d) shall be posted in a place visible to staff and parents.	151
19	R 400.8131(7) Professional development requirements	(7) All program directors, lead caregivers, and at least 1 caregiver on duty in the center at all times in programs serving preschool age children and younger shall have current first aid and infant, child, and adult CPR training.	147
20	R 400.8325(1) Sanitization	(1) All tableware, utensils, food contact surfaces, and food service equipment shall be thoroughly washed, rinsed, and sanitized after each use. Multi-purpose tables shall be thoroughly washed, rinsed, and sanitized before and after they are used for meals and snacks.	145