

COMMUNITY CARE AND ASSISTED LIVING APPEAL BOARD

*Community Care and Assisted Living Act,
SBC 2002, c.75*

BETWEEN:

PC, Licensee
(operating Wee Care Family Daycare)

APPELLANT

AND:

Suzanne Sellin, Manager,
Community Care Facilities Licensing,
Fraser Health Authority

RESPONDENT

ORDER DISMISSING APPEAL

HAVING BEEN ADVISED by the parties that they have reached a settlement of this appeal and requested by them to make an order under Rule 14(2) of the Board Rules for Appeal under the *Community Care and Assisted Living Act*, SBC 2002, c. 75, and section 17 of the *Administrative Tribunals Act*, SBC 2003, c. 45, that dismisses the appeal and includes the terms of the settlement:

THE BOARD HEREBY makes an order dismissing this appeal that includes the licence terms and conditions for the operation of Wee Care Family Daycare that are attached as Appendix "A" and have been agreed to by the parties in settlement of the appeal;

THE LICENCE TERMS AND CONDITIONS are imposed by the Fraser Health Authority for a period of two years; they may not be brought to the Board for enforcement or otherwise, except to the extent that they are the subject of future licensing action which gives rise to a new appeal to the Board under section 29 of the *Community Care and Assisted Living Act*.

Dated February 5, 2008

By the Community Care and
Assisted Living Appeal Board

"Susan Ross", Chair

Appendix "A"

- a) The licensee is to design and implement a Parent/Caregiver Contract that clearly states that the licensee will only provide care to children as outlined in Schedule E of the *Child Care Licensing Regulation* (BC Reg. 332/2007 deposited November 8, 2007).
- b) The licensee will design and maintain daily attendance sheets which clearly show the ages of each child attending the program and all daily arrival and departure times of each child in care. These records must be on site and immediately available for licensing inspection.
- c) The licensee will keep clear and precise records of any changes in on-going registration including a recording system that clearly indicates when any new children begin with the program and any care to children in the program ends. These records must be on site and immediately available for licensing inspection.
- d) The licensee will ensure that she is actively supervising the children in her care at least 80% of every week.
- e) The licensee is to keep a personal attendance record that clearly documents all of the licensee's absences from the daycare. Each entry is to provide the date and duration of the absence and the name of the substitute staff person. These records must be on site and immediately available for licensing inspection.
- f) The licensee will fully and carefully read the *Child Care Licensing Regulation* (BC Reg. 332/2007) and seek clarification for any regulation that requires further interpretation.
- g) The daycare license and accompanying conditions must be posted in a manner that will allow anyone entering the daycare to read them.