

CCDCS/AlphaBEST@Higdon

Rock Point Road
Newburg, MD

3 Inspection Visits Since 2023 · 14 Findings

Most recent inspection: Oct 1, 2025

● 14 Important

Across 3 inspections since 2023, the issues cited most often were A Sample of Children's Files Were Reviewed and in This Sample There Were Two Files That Did Not Contain Evidence That the Parent Was Supplied with the Consumer Education Pamphlet; Please Provide This to the Parent and Have Them Sign a Form to Keep in the File. Please Send a Copy of the Signed Form (2), A Sample of Children's Files Were Reviewed and in This Sample There Were Several Files That Did Not Contain the Dollar Amount on the Parent Contract. The Center Uses an Electronic System for Payment, However, There Needs to Be a Written Contract with the Tuition Rate and Signature of the Parent. P (2), and A Sample of Children's Files Were Reviewed and in This Sample There Was One File That Did Not Contain the Health Inventory II with the Lead Screen. Please Obtain the Health Inventory II Completed by the Physician or Obtain a Copy of the Physical That the Parent Provided to the School. Please Send (2). None of the 14 findings were critical.

Inspection Visits

Oct 1, 2025 7 Findings ● 7 Important

- **A Sample of Children's Files Were Reviewed and in This Sample There Were Two Files That Did Not Contain Evidence That the Parent Was Supplied with the Consumer Education Pamphlet; Please Provide This to the Parent and Have Them Sign a Form to Keep in the File. Please Send a Copy of the Signed Form**
13A.16.03.02C(1)
- **A Sample of Children's Files Were Reviewed and in This Sample There Were Several Files That Did Not Contain the Dollar Amount on the Parent Contract. The Center Uses an Electronic System for Payment, However, There Needs to Be a Written Contract with the Tuition Rate and Signature of the Parent. P**
13A.16.03.03D
- **A Sample of Children's Files Were Reviewed and in This Sample There Was One File That Did Not Contain the Health Inventory II with the Lead Screen. Please Obtain the Health Inventory II Completed by the Physician or Obtain a Copy of the Physical That the Parent Provided to the School. Please Send**
13A.16.03.04D(3)

About this report

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- **A 1203 Was Received by the Area Manager Adding K.B. as a Substitute at This Site, However, the Site Does Not Have a File for This Person. The Staff Person Has Been Cleared by This Office, However, the Site Is Required to Keep a Personnel File at the Center Containing the Release of Information, Sit**
13A.16.03.05D(1)
- **The Site Director's Last Medical Evaluation Was Completed in 2020, She Will Need to Obtain an Updated Medical Evaluation Immediately and Send the Completed Medical Evaluation to the Licensing Specialist.**
13A.16.06.04A(4)
- **The Director Has 9 Hours of Continued Training for Her 10/23-10/24 Training Cycle, She Will Need to Complete the Remaining 3 Hours of Approved Continued Training Immediately. Please Send Copies of Training Certificates to the Licensing Specialist.**
13A.16.06.05C(1)
- **Teacher, C.W. Completed 9.5 Hours of Continued Training for Her 8/24-8/25 Training Cycle, She Will Need to Complete an Additional 2.5 Hours of Approved Continued Training Immediately. Teacher P.T. Completed 2 Hours of Continued Traing Her Her 9/24-9/25 Training Cycle. She Will Need to Complete An**
13A.16.06.10C(1)

Sep 26, 2024 1 Finding ● 1 Important

- **The Director Only Has 7.5 Hours of Approved Continued Training for Her Training Cycle of 11/22-10/23, Therefore She Will Need to Make Up 4.5 Hours of Approved Continued Training. Her Current Training Cycle Will End 10/31/2024 So She Will Need Another 12 Hours of Approved Continued Training Complete**
13A.16.06.05C(1)

Sep 19, 2023 6 Findings ● 6 Important

- **The 2 Substitutes for the Center Do Not Have Evidence of a Release of Information to Examine Records of Abuse and Neglect in the Staff Files. The Office of Child Care Has Received an Updated Release of Information for N.T. but M.B. Needs to Update Her Release. A Copy of Each Should Be Kept in the S**
13A.16.02.03C(3)(a)
- **A Sample of Children's Files Were Reviewed and Within This Sample There Were 2 Files That Did Not Contain Documentation That the Parent Was Given the Consumer Pamphlet. Please Provide the Parent with a Copy of the Pamphlet and Submit Documentation of This to the Licensing Specialist Within 30 Days**
13A.16.03.02C(1)

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- **A Sample of Children's Files Were Reviewed and Within This Sample There Were 2 Files That Did Not Contain Documentation of a Contract. Please Complete a Contract with the Parent and Send a Copy of the Contracts That Are Missing to the Licensing Specialist Within 30 Days From the Date of This Inspect**
13A.16.03.03D
- **A Sample of Emergency Forms Were Reviewed and Within This Sample There Was 1 Form That Needs to Be Updated, 2 That Are Missing the Daily Authorized Pick Up Person and 1 Form That Is Missing the Doctor Information. Please Have the Parents Update And/or Fill in Missing Information. Please Send a Copy**
13A.16.03.04C
- **A Sample of Children's Files Were Reviewed and Within This Sample There Were 3 Files That Either Did Not Have a Completed Health Inventory I or II or the Form Was Missing Information. Please Obtain the Required Documents And/or Have the Information Filled in and Send Copies to the Licensing Special**
13A.16.03.04D(3)
- **A Sample of Children's Files Were Reviewed and Within This Sample There Was One File That Was Missing the Health Inventory Part II and There Was No Other Documentation That the Lead Screen Was Completed. Please Have the Parent Obtain a Complete Health Inventory Part II From the Doctor to Include Th**
13A.16.03.04E

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