#### 4171 Discussing the Results of an Inspection

LPPH ~~September 2012~~ DRAFT 5732-CCL

Procedure

During each exit conference, Licensing staff do as follows:

 • Allow the person in charge an opportunity to discuss the findings

 • Provide the person in charge with the following, if applicable:

a. Any technical assistance that may assist the operation in addressing issues that were identified and documented during this inspection, if applicable. (See [4154](http://www.dfps.state.tx.us/handbooks/Licensing/Files/LPPH_pg_4000.asp#LPPH_4154) Technical Assistance.)

b. Information about how high-risk deficiencies or a pattern of deficiencies may affect the frequency of inspections

c. Information about how failure to comply within specified deadlines or repeated deficiencies may result in remedial action without further opportunity to correct the deficiencies

d. Information about how to comment on the inspection by completing the [CCL Inspection Feedback Survey](http://www.dfps.state.tx.us/Child_Care/Information_for_Providers/default.asp). (The Web address for the survey is printed on CLASS Form 2936 Child-Care Inspection Form, which Licensing staff provide before leaving the operation.)

e. Information about how the operation may request an administrative review in writing within 15 days of receiving the results of the inspection and information on what the request must include in order to be considered complete. (See [7713](http://www.dfps.state.tx.us/handbooks/Licensing/Files/LPPH_pg_7600.asp#LPPH_7713) Receiving a Request for an Administrative Review.)

Additional Requirements for Initial and Monitoring Inspections

During each exit conference for an inspection with a category of *Initial* or *Monitoring*, Licensing staff also:

 • review with the person in charge the operation’s compliance history since the previous monitoring inspection, including any concerns or patterns of deficiencies; and

 • verify the accuracy of the information entered on the *Operation Main* page in CLASS.