

Statement of Deficiencies

1513-A.1-2: Schedules

Not Met

1513-A.1-2: An early learning center shall establish in writing and post the following schedules:

1. Schedule of days and hours of operation, including scheduled days and holidays when center is closed; and
2. Daily schedule that includes times of planned activities, including early learning activities, allowing for flexibility and change.

Finding:

1513-A.1-2 Based on observations: There was no posted schedule of days and hours of operation, including scheduled days and holidays when center is closed. Corrected during the licensing inspection.

The posted schedule in the one year old classroom did not include the times of planned activities. Corrected during the licensing inspection. Also, there was no posted schedule of activities in the infant room.

1715-A.2: Photo Identification

Not Met

1715-A.2: Personnel files for each staff member shall be maintained at the center and shall include the following:
copy of a state or federal government issued photo identification;

Finding:

1715-A.2 Based on record review: There was no copy of State or federal government issued photo identification available for review during the licensing inspection on S7 and S8.

1717-A: Independent Contractors Records

Not Met

1717-A: Independent Contractors. The following information shall be maintained for all independent contractors, including but not limited to therapeutic professionals, extracurricular personnel, contracted transportation drivers, Department of Education, Office of Early Childhood staff and local school district staff:

1. an information form that includes the person's name, address and phone number
2. a list of duties performed while present at the center; and
3. documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center or documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review: A satisfactory fingerprint based criminal background check was not obtained for each independent contractor prior to the person being present at the center or performing services as evidence by, there was no documentation of criminal background checks available for review during the licensing inspection on O1 who was present at the center on 9/5/17 for coaching, and O2 who was present at the center on 11/7/17 for classroom observations, per documentation on the sign in log for extracurricular personnel and student trainees. Also, there was no documentation of that a paid, adult staff member not otherwise counted in child to staff ratios who accompanied O1 and O2 at all times while they were on the center premises.

1719-A.-B.: Orientation Training

Not Met

1719-A.-B.: Within seven calendar days of date of hire, and prior to assuming sole responsibility for any children, each staff member shall receive orientation to the policies and practices of the center that at a minimum shall include:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices,

Within 30 calendar days of date of hire, each staff member shall receive orientation to the additional policies and practices of the center that at a minimum shall include:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention;

Finding:

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1719-A.-B. Based on record review: S4 who was hired on 10/30/17, did not have documentation of receiving orientation training on the following topics: licensing regulations, safe sleep practices, child development, child guidance, learning activities and shaken baby prevention.

1901-A.4: Appropriate Emergency Numbers

Not Met

1901-A.4: Appropriate emergency numbers, including but not limited to numbers for the fire and police departments, nearby hospitals and medical centers, Louisiana Poison Control and Child Protective Services, and the physical address of the center, shall be prominently posted on or near each phone.

Finding:

1901-A.4 Based on observations: Appropriate emergency numbers such as fire and police departments, nearby hospitals and medical centers, Louisiana Poison Control and Child Protective Services was not posted on or near each telephone.

1911-E: Daily Reports for Infants

Not Met

1911-E: Daily Reports for Infants. Written reports that include the liquid intake, food intake, disposition, bowel movements and eating and sleeping patterns shall be given to the parents of infants on a daily basis. Reports shall be kept current throughout the day.

Finding:

1911-E Based on record review: S6 lacked a daily written report for 1 of 1 infants on 1/8/18..

1915-A: Health Services - Observation

Not Met

1915-A: Observation. Upon arrival at the center, the physical condition of each child shall be observed for possible signs of illness, infections, bruises or injuries, and when something is observed, it shall be documented and such documentation shall include an explanation from the parent or child.

Finding:

1915-A Based on record review: The center's staff (S4, S5 and S6) are not maintaining daily documentation on the observation log as evidenced by, there is no documentation on the observation that the physical condition of each child was observed in June 2017, August 2017, September 2017, November 2017 and from 12/8/17 to 1/8/18 in the infants to two years old classrooms. Also, S2 did not have documentation of an explanation from the parent and/or child for observations documented on 1/8/17, 11/30/17, 11/29/17 and 11/22/17.

1921-A: Emergency Preparedness and Evacuation Planning

Not Met

1921-A: Emergency and Evacuation Plan. The director shall consult with appropriate state and local authorities and shall establish and follow a written multi-hazard emergency and evacuation plan to protect children in the event of emergencies that at a minimum shall:

1. address any potential disaster related to the area in which the center is located;
2. include procedures for sheltering in place, lockdown and evacuation to a pre-determined site for potential threats to the safety, health and well-being of children in care;
3. include specific procedures for handling infants through two year olds;
4. include specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs;
5. include a system to account for all children;
6. include a system, and a back-up system, for contacting parents and authorized third party release caretakers;
7. include a system to reunite children and parents following an emergency;
8. include procedures for providing information about the emergency plan to parents at the time of enrollment and when changes occur;
9. be reviewed annually for accuracy and updated as changes occur; and
10. be reviewed with all staff at least once per year.
11. practice drills shall be conducted at least twice per year to include all children and shall be documented.

Finding:

1921-A Based on record review: There was no written multi-hazard emergency and evacuation plan at the center to protect children in the event of emergencies that addresses the following: any potential disaster related to the area in which the center is located and specific procedures for handling infants through two year olds. There was no system in place for: to account for all children, a system, and a back-up system, for contacting parents and authorized third party release caretakers, a system to reunite children and parents following an emergency. Corrected during the licensing inspection

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1921-C: Evacuation Pack

Not Met

1921-C: Evacuation Pack. The center shall have an evacuation pack, the location of which is known to all staff, that at a minimum shall contain:

1. a list of area emergency phone numbers;
2. a list of emergency contact information and emergency medical authorization for all enrolled children;
3. an emergency pick up form;
4. first aid supplies, hand sanitizer, wet wipes, and tissue;
5. diapers for children who are not toilet trained and plastic bags for diapers;
6. a battery powered flashlight and radio and batteries;
7. food for children under the age of 4, including infant food and formula; and
8. disposable cups and bottled water.

Finding:

1921-C Based on observations: The evacuation pack at the center did not contain the following: a list of area emergency phone numbers, a battery powered radio and batteries, disposable cups and bottled water.
