

Statement of Deficiencies

1103-A-E: Critical Incidents and Required Notification

Not Met

1103-A-E: An early learning center shall make immediate notification to emergency personnel, law enforcement as applicable, and other appropriate agencies for the following types of critical incidents involving children in care:

1. death;
 2. serious injury or illness that required medical attention;
 3. reportable infectious diseases and conditions listed in LAC 51.II.105; and
 4. any other significant event relating to the health, safety, or well-being of any child, including but not limited to a lost child, an emergency situation, fire or other structural damage, or closure of the center.
- B. The parent shall be contacted immediately following any immediate notifications made under Subsection A.
- C. The Licensing Division and other appropriate agencies shall be notified via email within 24 hours of the incident.
- D. The Licensing Division shall be notified by written report within 24 hours of the incident or the next business day. This written notification shall be made on the Licensing Division's Critical Incidents Report Form and shall contain all information requested on the form.
- E. Reporting deadlines may be adjusted in the event of a natural catastrophe and/or disaster, as determined by the Department.

Finding:

1103-A-E Based on record review/interview(s) on 1/8/18: The center failed to notify within 24 hours of the incident the Licensing Section and other appropriate agencies of the following critical incident : On 12/7/17 at approximately 9:00 am, C1 was accidentally scratched by S5 on his left arm (above the elbow). Due to the severity of the scratch S1 failed to notify Licensing of the incident within 24 hours or the next business day. LS observed that S1 reported the incident to Licensing via fax on 12/11/17.

1507-B: Daily Attendance Records - Staff and Owners

Not Met

1507-B: A daily attendance record for all staff members and owners shall be maintained that shall:

1. include the first and last name of the staff member or owner and arrival and departure times;
2. accurately reflect the staff members and owners on the center premises at any given time; and
3. be used to document staff members and owners who leave and return to the center during the day

Finding:

1507-B Based on record review/interview(s) on 1/8/18: The center did not maintain documentation of a daily attendance record for Staff and Owners, to include the time of arrival and departure as S1 was unable to provide LS her daily attendance information for 12/7/17 as well as today. S1 provided LS a document that only stated whether she was present and failed to specify her time of arrival and departure from the center.