

Statement of Deficiencies

713.A.: Office of Public Health, State Fire, City Fire Approval

Not Met

713.A.: Annual licensing inspections by the department, current approvals by the Office of Public Health, Office of State Fire Marshal, and city fire (if applicable), and academic approval by the department (if type III center) shall be required before the expiration of an existing license. However, if a center has documentation establishing that the center requested an inspection by the Office of Public Health or the Office of State Fire Marshal prior to the expiration of the existing license, these approvals may be submitted to the department within 90 calendar days of the date of the license renewal.

Finding:

713.A. Based on record review: S1 lacked documentation of a current annual inspection and approval from Office of Public Health, State Fire Marshal, City Fire. S1 stated she could not locate the documentation at the time.

1503.A.-C.: General Liability Insurance Policy

Not Met

1503.A.-C.: A. A center shall maintain in force at all times current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury.

B. A center is responsible for payment of medical expenses of a child injured while in the center's care.

C. Documentation of commercial liability insurance shall consist of the insurance policy or current binder that includes the name of the early learning center, physical address of the center, name of the insurance company, policy number, period of coverage and explanation of the coverage.

Finding:

1503.A.-C. Based on record review:

The Provider lacked required documentation of current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury. S1 could not locate the current policy during the licensing visit.

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/observations:

The center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by S4 was signed in on the staff log at 6:30am. S5 was signed in on the staff log at 8:30am. S4 and S5 were not present at the center and were not signed out on the staff attendance log. S3 was not signed in on the staff attendance log. S1 stated S3 left at approximately 8:30am, S4 left at approximately 9:30am and S3 came in at approximately 9:25am.

1711.A.&B.&D.&G.: Child to Staff Ratio

Not Met

1711.A.&B.&D.&G.: A. Child to staff ratios are established to ensure the safety of all children.

B. Minimum child to staff ratios shall be met at all times.

1. There shall be a minimum of two staff members present at an early learning center when more than one child is present.
 2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.
- D. Minimum Child to Staff Ratios for Type II and Type III centers:

Ages of Children		Ratio
Infants under 1 year		5:1
1 year	7:1	11:1
2 years		
3 years	13:1	15:1
4 years		
5 years	23:1	
6 years and up		

G. Mixed Age Groups - Minimum Child to Staff Ratios

1. An average of the child to staff ratios may be applied to mixed age groups of children ages 2, 3, 4 and 5
2. Child to staff ratios for children under age two are excluded from averaging.
3. When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
4. An average may be applied to a mixed age group consisting only of children ages 5 and older.

Statement of Deficiencies

Finding:

1711 A & D & G.1 Based on observation/interview: The Provider failed to meet the required child to staff ratio for a mixed group of children ages 2 to four years of age.

- Upon Specialist arrival, S2 was caring for 17 children ages 2 to 4 years of age. S1 stated two staff, S4 and S5, had to leave for an emergency and the class had to be combined. The required ratio for children with the mixed ages of 2, 3 and 4 is 13 children per 1 staff person.

1711.H.: Rest Time - Minimum Child to Staff Ratio

Not Met

1711.H.: Rest Time - Minimum Child to Staff Ratios

1. Sufficient staffing needed to satisfy child to staff ratios shall be present on the premises during rest time and available to assist as needed.
2. Children ages one and older may be grouped together at rest time with one staff member in each room supervising the resting children.

Finding:

1711.H. Based on observations: During rest time, S1 and S2 were the only staff present counted in ratio. According to S1, there were 5 one year old children on premises and 17 children between the ages of 2 to four years old. The required ratio for one year old children is 7 children per one staff. The required ratio for a mixed group of children for ages 2, 3 and 4 is 13 children per one staff. The total number of children in the center was 22. After seven children were taken away from the 22 (one year old ratio) 17 children were left. One additional staff/volunteer with a CCCBC was required to meet ratio for the four children left after the second staff was counted for the mixed age ratio.

1713.A.&B.&C.: Supervision

Not Met

1713.A.&B.&C.:

A: Children shall be supervised at all times in the center, on the playground, on field trips, on non-vehicular excursions, and during all water activities and water play activities.

B: Children shall not be left alone in any room, (except the restroom as indicated in Subsection G), outdoors, or in vehicles, even momentarily, without staff present.

C: A staff person shall be assigned to supervise specific children whose names and whereabouts that staff person shall know and with whom the staff person shall be physically present. Staff shall be able to state how many children are in their care at all times.

Finding:

1713 B Based on observation: Children were not under supervision at all times.

- At 11:04am, Specialist observed S1 leave for children that were eating lunch in the downstairs eating area to go back to the classroom to retrieve five other children from the classroom upstairs to eat lunch with the four children that were already eating.

- Between 11:54am and 12:10pm, S1 left the 9 nine children, ages one and two, in a classroom sleeping as she bought lunch to S2's class in the downstairs dining area.

1715.A.1.&3.: Staff Records and Personnel Files

Not Met

1715.A.1.&3.: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following:

1. an application or staff information form containing the following information:
 - a. name;
 - b. date of birth;
 - c. home address and phone number;
 - d. training,
 - e. work experience;
 - f. educational background;
 - g. hire date; and
 - h. first day onsite working with children;
3. Upon termination or resignation of employment, the last date of employment and reason for leaving;

Finding:

1715 A.1.&3. Based in record review: S3 and S6 did not have an application/staff information form to include name, date of birth, home address and phone number, training, work experience, educational background, hire date or the first day on-site working with children.

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:

2. copy of a state or federal government issued photo identification;

Finding:

Statement of Deficiencies

1715.A.2. Based on record review:

S3 and S6 did not have a copy of state or federal government issued photo identification available for review.

1719.A.&B.: Orientation Training

Not Met

1719.A.&B.: A. Within seven calendar days of the first day present at the center, 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.

B. 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; and
6. CPR and first aid, as applicable.

Finding:

1719 A&B Based on record review: S3 and S6 did not have documentation of received orientation within seven days of the first day present at the center and prior to having sole responsibility for any children and received additional orientation within thirty days of date of hire.

1807.B.: CCCBC-Based Determinations of Eligibility for Volunteers and Staff

Not Met

1807.B.: B. Volunteers and Staff. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each volunteer, staff member, or employee of any kind, and shall have documentation of said determination available at all times for inspection upon request by the Licensing Division.

Finding:

1807.B. Based on record review: A CCCBC-based determination of eligibility for child care purposes from the department was not obtained for each S3 and S6, volunteers, prior to the person being present at the center or performing services.

- Upon Specialist arrival, S3 was in a room, alone, caring for five one year children. After retrieving the current on-line CCCBC, S3 was not on the center's current roster. S1 stated S3 was an as needed person. S3 left premises at 11:20am.

- At 10:47am, S6 came to the center to care for children. Specialist informed S1 that S6 was also not on the center's current CCCBC roster and needed to leave premises.

1807.C.: CCCBC-Based Determinations of Eligibility for Visitors and Contractors

Not Met

1807.C.: C. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each visitor or independent contractor of any kind, and shall have documentation of said determination available at all times for inspection upon request by the licensing division, unless the visitor or independent contractor, other than therapeutic professionals as defined in §103, will be accompanied at all times while at the center when children are present, by an adult staff member who is not being counted in child-to-staff ratios. The center shall have documentation of said determination of eligibility, or documentation of the accompanying staff member, available at all times for inspection upon request by the Licensing Division.

Finding:

1807.C. Based on record review: A CCCBC-based determination of eligibility for child care purposes from the department was not obtained and/or did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied each visitor/independent contractor (O1, O2, O3, O4, O5, O6 and O7), prior to the person being present at the center or performing services.

1901.C.: End-of-Day Check

Not Met

1901.C.: The entire center and play yard shall be checked after the last child departs to ensure that no child is left at the center and this check shall be documented. Documentation shall include date, time of visual check, and signature of the staff conducting the visual check.

Finding:

1901.C. Based on record review:

The Provider did not document that the entire center and play yard is checked after the last child departs to ensure that no child is left unattended at the center on 01/07/2019.

Statement of Deficiencies

1901.Q.: The Safety Box

Not Met

1901.Q.: The center shall post a copy of the current The Safety Box newsletter issued by the Louisiana Office of the Attorney General and shall immediately remove from the early learning premises any items listed as recalled.

Finding:

1901.Q. Based on observations/record review: The Provider did not post 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General. The last posted newsletter was dated Fall 2011.

1903.E.5.: Outdoor - Enclosed

Not Met

1903.E.5.: Outdoor play space shall be enclosed with a permanent fence or other permanent barrier in a manner that protects children from traffic hazards, prevents children from leaving the premises without proper supervision, and prevents contact with animals or unauthorized persons.

Finding:

1903.E.5. Based on observations: Outdoor play space lacked enclosure with a permanent fence or other permanent barrier in a manner that protects children from traffic hazards, prevents children from leaving the premises without proper supervision, and prevents contact with animals or unauthorized persons.

- Specialist observed the gate between the center and the neighboring house propped open allowing children to go from yard to yard.
- Specialist observed the gate leading to the street (N.Tonti) open as the closure mechanism was not properly working.

1903.E.6.: Outdoor - Crawlspace

Not Met

1903.E.6.: Crawlspace and mechanical, electrical, or other hazardous equipment shall be made inaccessible to children.

Finding:

1903.E.6. Based on observations: Crawlspace and mechanical, electrical, or other hazardous equipment is not inaccessible to children. as children had access to the neighboring yard allowing children access to two air conditioning units on the neighbor's house. Specialist also observed a crawlspace under the narrow gate between the center and the fence of the neighbors house.

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 provider did not document observations,when something is observed, noted on children upon arrival to the center on 01/08/2019.

1919.A.&B.: Food Service and Nutrition - Menu

Not Met

1919.A.&B.: A. All meals and snacks provided by the center, and their preparation, service and storage, shall meet the requirements for meals of the U. S. Department of Agriculture (USDA) Child and Adult Care Food Program (CACFP), 7 CFR 226.20, and LAC 51:XXIII.

B. The weekly menu shall:

1. be planned for each day of the week and list the specific food items served;
2. be prominently posted by the first day of each week and remain posted throughout the week; and
3. have substitutions or additions posted on or near the menu.

Finding:

1919 A Based on observation: The center's meals, as specified under the Child Care Food Program of the United States Department of Agriculture, did not meet the USDA requirements. Juice was served to children with their lunch meal. Milk was needed to meet the requirements.

Statement of Deficiencies

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, including food and formula;
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: S1 could not locate the center's current written evacuation plan.

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 or a crank flashlight and crank radio; and
7. disposable cups and bottled water.

Finding:

1921 C Based on observation: The center's pack did not include the following: a list of emergency contact information and emergency medical authorization for all enrolled children, an emergency pick up form and bottled water.