

## Statement of Deficiencies

### 1715-A.4: Criminal Background Check

Not Met

1715-A.4: Personnel files for each staff member shall be maintained at the center and shall include the following: documentation of a fingerprint based satisfactory criminal background check

#### Finding:

1715-A.4 Based on record review on 1/9/18 S20 was hired on 8/17/17 however her fingerprint based satisfactory criminal background check was not completed until 8/27/17.

### 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 on 1/11/18 Center did not have documentation on file for Independent Contractors that included person's name, address, phone number, list of duties performed while at the center for O4, O5, O6 or O7. Center did not have documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center for independent contractor for O4, O5, O6, and O7. O4 was present in the center on 3/14/17. O5 was present in the center on 4/20/17. O6 was present in the center on 9/22/17, 9/22/17 and 10/10/17 and O7 was present on 12/14/17.

### 1901-J.&K.: Items That Can be Harmful to Children

Not Met

1901-J.&K.: Items that can be harmful to children, such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils, shall kept in a locked cabinet or other secure place that ensures they are inaccessible to children. Plastic bags, when not in use, regardless of purpose or use, shall be made inaccessible to children.

#### Finding:

1901-J.&K.: Based on observation on 1/11/18 Items that can be harmful to children, such as latex gloves were not kept in a locked cabinet or other secure place that ensures they are inaccessible to children as evidenced by in S11's classroom there were 3 boxes of latex gloves on a shelf by the door also in S17's classroom there was 1 box beside the door that were accessible to the children. S1 had staff to put away during licensing visit.

### 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 record review/observations on 1/11/18 the center did not post 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General. The last safety box posted is dated Fall 2014/ Winter 2015. S1 corrected during licensing visit.