

## Statement of Deficiencies

### 1507.E.: Daily Attendance Records - Visitors

Not Met

1507.E.: A daily attendance record for all visitors to include the name, date of visit, arrival and departure times, and the purpose of the visit.

#### Finding:

1507.E. Based on record review: The provider failed to maintain a daily attendance record for all visitors to include departure times. On 1/22/2019, there is no documentation of a departure time for O1 and O3.

### 1509.A.5.: Complaint Policy

Not Met

1509.A.5.: Complaint Policy

a. parents shall be advised of the licensing authority of the department along with the current telephone number and email address. Parents shall also be advised that they may call or write the department should they have significant, unresolved licensing complaints;

#### Finding:

1509.A.5. Based on record review:

S1 did not have a policy/procedure to advise Parents of the licensing authority of the Licensing Division along with the current telephone number and email address. Parents shall also be advised that they may call or write the department should they have significant, unresolved licensing complaints. Corrected at time of licensing visit.

### 1711.C.: Posted Child to Staff Ratio in Classroom

Not Met

1711.C.: The department's form noting required child-to-staff ratios shall be posted in each room included in the center's licensed capacity.

#### Finding:

1711.C. Based on observations: The department form noting required child/staff ratios failed to be posted in each room included in the center's licensed capacity. S1 stated that the posted ratio must have fallen behind the shelf. Corrected at time of licensing visit.

### 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 for each independent contractor, O1, O2, and O3, prior to the person being present at the center or performing services as evidenced. S1 did not have documentation of the signature of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied O1, O2, and O3, at all times while on the center premises. Review of the provider's visitor sign in records determined the dates that O1, O2, and O3 were on premises.

- O1 was on premises on the following dates: 11/15/18, 11/26/18, 12/3/18, 12/10/18, 12/17/18, 12/20/18, 1/7/19, 1/10/19, 1/14/19, and 1/22/19.
- O2 was on premises on 12/4/18.
- O3 was on premises on 1/22/19.

### 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: The Provider did not post 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General. S1 stated that she was unaware that the Safety Box had to be printed online. S1 stated that the last posted Safety Box newsletter that they have was the yellow copy that is mailed to them. Corrected at time of visit.

### 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.

## Statement of Deficiencies

### 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. On 1/22/2019, Specialist observed a missing wooden board on the fence of the outdoor play yard. S1 stated that someone will come to repair the fence tomorrow.

### 1915.B.&C.: Health Services - Parental Notification

Not Met

1915.B.&C.:

B. Reporting. Incidents, injuries, accidents, illnesses, and unusual behavior shall be documented and reported to the parent no later than when the child is released to the parent or authorized representative on the day of the occurrence.

C. Immediate Notification. The parent shall be immediately notified in the following circumstances:

1. blood not contained in an adhesive strip;
2. head or neck or eye injury;
3. human bite that breaks the skin;
4. animal bite;
5. impaled object;
6. broken or dislodged teeth;
7. allergic reaction skin changes (e.g. rash, spots, swelling, etc.);
8. unusual breathing;
9. symptoms of dehydration;
10. temperature reading over 101° oral, 102° rectal, or 100° axillary; or
11. injury or illness requiring professional medical attention.

### Finding:

1915.C. The Provider did not have documentation of immediate notification to the parent when the following occurred to a child:

On 10/22/18 there is no signature of the parent that was notified of the head injury to the child.

On 12/3/2018, there was no signature of the parent that was notified of the head injury to the child.

S1 stated that on 10/23/18 and 12/3/18, a note was sent home to the parent.