

## Statement of Deficiencies

### 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 1/23/18, S1 did not have or maintain a criminal background check for O1. S1 did not have a independent contractor information record for O1. O1 was present at the center on 11/15/17 from 8:35am to 11:01am. According to visitor log, there was not a signature indicating that O1 was accompanied by a staff member at all times while on the premises who was not counted in the ratio.

### 1901-G.&H.: Equipment

Not Met

1901-G.&H.: All equipment used by children shall be maintained in a clean and safe condition and in good repair. Moveable equipment shall be secured and supported so that it shall not fall or tip over.

#### Finding:

1901-G.H.: Based on observation on 1/23/18, old toys( basketball, riding car, and big wheel) were not in clean and safe condition were housed in child's play house that was broken and falling apart. Advised S1 to have old and broken toys removed from the playground area. No children were present on the playground.

### 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 on 1/23/18 a copy of a current Safety Box newsletter was not posted in the center. The most current Safety Box posted was dated Summer 2012. Specialist advised S1 that the newsletter can be printed from the Louisiana Believes website.

### 1907-A.1-2: High Chairs

Not Met

1907-A.1-2:

1. The high chair manufacturer's restraint device shall be used when children are sitting in a high chair.
2. Children who are either too small or too large to be restrained using the manufacturer's restraint device shall not be placed in a high chair.

#### Finding:

1907-A.1-2 Based on observations restraint device was not used while C2 was sitting in high chair. After further observation the seatbelt restraint was broken and S1 tied it across the waist of C2.

### 1911-G: Pacifier Attached

Not Met

1911-G: Pacifiers attached to strings or ribbons shall not be placed around the neck or attached to the clothing of a child.

#### Finding:

1911-G Based on observations on 1/23/18 C2 was sitting in high chair with pacifier attached to her shirt while waiting for lunch. Specialist advised S1 that C2 can not have pacifier attached to clothing. S1 fixed during the visit.

## 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;
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 observations on 1/23/18, S1 did not have a written emergency plan that addressed 1. 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. S1 did have a list of parents and children however it was not a current list of the children presently enrolled in the center.

### 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 on 1/23/18, S1 has an evacuation pack however she failed to have a list of emergency phone numbers; a list of emergency contact information and emergency medical authorization for all enrolled children; an emergency pick up form; food for children under the age of 4, including infant food and formula. All the food for children under the age of 4, the bottled water, and the infant formula was expired.