

## Statement of Deficiencies

### 1507.A.: Daily Attendance Records - Children

Not Met

1507.A.: A daily attendance record for children shall be maintained that shall:

1. include the child's first and last name, arrival and departure times, and first and last name of person or entity to whom the child is released;
2. accurately reflect children on the center premises at any given time; and
3. be used to sign in and out if a child leaves and returns to the center during the day.

#### Finding:

1507.A. Based on observations/record review: The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as on 1/23/19, 94 children were present and 97 children were signed in on the log. Three before school children were still signed into the center although they had left to go to school.

### 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 observations/Record Review: The center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time. On 1/23/19, Specialists observed S5, S10 and S14 in the center but were not signed in on the staff daily attendance logs.

### 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.B.3 Based on observations and record review: on 01/23/19, menu substitutions or additions were not posted on or near the menus as evidenced by the lunch menu stated ham and cheese sandwiches, baby carrots, bananas and milk. The center served pineapples instead of bananas.

### 2103.F.: Passenger Transportation Log

Not Met

2103.F.: Passenger Log

1. A current passenger log for each trip shall be used to track children and staff during transportation.
2. The log shall be maintained on file at the center and a copy shall be provided to the driver or monitor.
3. The following shall be recorded in the passenger log:
  - a. date the transportation is provided;
  - b. name of the child;
  - c. name of driver and staff members;
  - d. pick up and drop off locations;
  - e. time child was placed on the vehicle;
  - f. time child was released and name of the person or entity to whom child was released; and
  - g. signature of staff person completing the log.

#### Finding:

2103.F. Based on record review: The current passenger transportation log provided to the center, was incomplete as it did not include time child was released and name of the person or entity to whom child was released. On 01/23/19 specialist reviewed transportation logs for 12/18/18 - 12/21/18 and 01/07/19 - 01/23/19. Logs did not include the time the children departed the van upon drop off at school in the morning and the time the children were dropped off at the center in the afternoons.