

Statement of Deficiencies

1103-A-E: Critical Incidents and Required Notification

Not Met

1103-A-E: An early learning center shall make immediate notification to emergency personnel, law enforcement as applicable, and other appropriate agencies for the following types of critical incidents involving children in care:

1. death;
 2. serious injury or illness that required medical attention;
 3. reportable infectious diseases and conditions listed in LAC 51.II.105; and
 4. any other significant event relating to the health, safety, or well-being of any child, including but not limited to a lost child, an emergency situation, fire or other structural damage, or closure of the center.
- B. The parent shall be contacted immediately following any immediate notifications made under Subsection A.
- C. The Licensing Division and other appropriate agencies shall be notified via email within 24 hours of the incident.
- D. The Licensing Division shall be notified by written report within 24 hours of the incident or the next business day. This written notification shall be made on the Licensing Division's Critical Incidents Report Form and shall contain all information requested on the form.
- E. Reporting deadlines may be adjusted in the event of a natural catastrophe and/or disaster, as determined by the Department.

Finding:

1103-A-E Based on record review/interview, S1 failed to notify licensing after receiving a telephone call from O2 on 1/30/2018. S1 was advised that C1 had been released to O1 who was not authorized to sign him out of the center on 01/26/2018.

1515-A.3: Releasing of Children

Not Met

1515-A.3: Written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center.

- a. The parent may further authorize additional individuals via a text message, fax or email to the center in unplanned situations and follow it with a written authorization.
- b. A child shall never be released to anyone unless authorized in writing by the parent.
- c. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
- d. The center shall verify the identity of the authorized person prior to releasing the child.

Finding:

1515-A.3 Based on record review and interviews on 01/26/2018, C1, a two year old, was released to O1 who was not authorized by the parent to sign him out of the center, as evidenced by the review of C1's mastercard. Per verbal and written statement, received on 02/15/2018, both S1 and S6 acknowledged the releasing policy was not followed correctly.

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 02/15/2018, center failed to have documentation of a completed Certification of no conviction of prohibited crimes for S6, S13, and S14. S6 has a hire date of 11/30/2017. Based on review of staff daily attendance log dated from 11/30/2017- 12/26/2017, S6 started working on the center's premises on 11/30/2017. S13 has a hire date of 01/31/2018 and started working on the center's premises on 01/31/2018 as evidenced by review of the staff daily attendance log dated on 1/4/2018-02/05/2018. S14 has a hire date of 10/01/2017 and started working on the center's premise on 10/1/2017 as evidenced by review of the staff daily attendance log dated 9/18/17 to 10/17/2017. S6, S13, and S14 completed certification of no conviction of prohibited crimes prior to specialist departure.

1901-P: Staff Personal Belongings

Not Met

1901-P: The personal belongings of center staff members shall be inaccessible to children.

Finding:

1901-P Based on observations, on 02/15/2018, specialist observed a black Tommy Hilfiger purse belonging to S14 sitting in a chair inside the classroom next to the children's bookcase. Specialist observed one half eaten bag of Hot Honey Puffs on top of the children's bookcase also belonging to S14. S14 stated that the Hot Honey Puffs were being used as snacks for the children but was not noted on the menu dated for the week of 02/12/2018-02/16/2018. Both these items were accessible to children. S14 was advised to remove both items and were immediately locked in a cabinet.