

## Statement of Deficiencies

### 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 record review on 02/27/2019, S1 failed to maintain a daily attendance record for all staff members and owners that accurately reflect the staff members and owners on the center premises at any given time as evidenced by specialist review of S1's daily attendance log dated 2/4/19 to 2/27/2019 at 11:00 AM indicates that on 02/27/2019 S1 signed in at 7:00 AM, signed out for lunch at 11:00AM, signed in from lunch at 11:30 AM, and left for the day at 5:30 PM. S1 was advised that daily attendance records should be accurate at all times.

### 1711.A.&B.&D.&G.: Child to Staff Ratio

Not Met

1711.A.&B.&D.&G.: A. Child to staff ratios are established to ensure the safety of all children.

B. Minimum child to staff ratios shall be met at all times.

1. There shall be a minimum of two staff members present at an early learning center when more than one child is present.
2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.

D. Minimum Child to Staff Ratios for Type II and Type III centers:

Ages of Children	Ratio
Infants under 1 year	5:1
1 year	7:1
2 years	11:1
3 years	13:1
4 years	15:1
5 years	19:1
6 years and up	23:1

G. Mixed Age Groups - Minimum Child to Staff Ratios

1. An average of the child to staff ratios may be applied to mixed age groups of children ages 2, 3, 4 and 5
2. Child to staff ratios for children under age two are excluded from averaging.
3. When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
4. An average may be applied to a mixed age group consisting only of children ages 5 and older.

#### Finding:

1711.A.&B.&D.&G: Based on observations on 02/27/2019, S1 failed to meet minimum child to staff ratios at all times as evidenced by specialist observed S1 and S2 supervising twenty children ages 10 months old - 5 years old upon specialist arrival at 9:45 AM. There were two 10 month olds, six one year olds, three 2 years old, seven 3 year olds, one 4 year old, and one five year old. The center needed 3 staff present to meet child to staff ratio. Per S1's statement, she was not at ratio due to S3 running late. Ratio was corrected at 11:00 AM upon S3's arrival.

### 1713.A.&B.&C.: Supervision

Not Met

1713.A.&B.&C.:

A: Children shall be supervised at all times in the center, on the playground, on field trips, on non-vehicular excursions, and during all water activities and water play activities.

B: Children shall not be left alone in any room, (except the restroom as indicated in Subsection G), outdoors, or in vehicles, even momentarily, without staff present.

C: A staff person shall be assigned to supervise specific children whose names and whereabouts that staff person shall know and with whom the staff person shall be physically present. Staff shall be able to state how many children are in their care at all times.

#### Finding:

1713. A&B&C: Based on observations on 02/27/2019, provider failed to supervise children at all times as evidenced by specialist observed C2 age 3 and C3 age 1 alone in the infant room on 5 different occasions from 10:25 AM to 11:24 AM. Specialist observed C2 alone at 10:25 AM, 10:27 AM, and 11:24 AM. Specialist observed C3 alone in the the infant room at 10:49 AM and 10:54 AM. C2 and C3 were alone each time for approximately 1 to 2 minutes. S1 attempted to block the entrance to the infant room with a Tan and Grey Graco Rocker at 10:55 AM. S1 was supervising other children and did not notice immediately that C2 and C3 had wandered into the room.

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### 1713.E.&F.: Supervision Participation

Not Met

1713.E.&F.:

E: While supervising a group of children, staff shall devote their time to supervising the children, meeting the needs of the children, and participating with them in their activities.

F: Staff duties that include cooking, housekeeping or administrative functions shall not interfere with the supervision of children.

#### Finding:

1713.E Based on observation on 02/27/2019, staff failed to devote their time to supervising the children, meeting the needs of the children, and participating with them in their activities as evidenced by specialist observed S1 on the phone while supervising children at nap time. Per S1's statement, she was on the phone with the bank. S1 corrected prior to specialist departure.

### 1811.A.&B.: Requests for CCCBC-Based Determinations of Eligibility

Not Met

1811.A.&B.: A. An early learning center or an entity identified in §1809 shall request and obtain from the department a new CCCBC-based determination of eligibility for child care purposes for each required person:

1. prior to the person being present or performing services at the center when children are present; and
2. not less than once during a five-year period.

B. An early learning center or an entity identified in §1809 shall not be required to request and obtain from the department a new CCCBC-based determination of eligibility for child care purposes for a required person, and instead shall be able to request and obtain from the department the person's CCCBC-based determination of eligibility provided to another in-state child care provider or entity identified in §1809, if:

1. a child care provider within the state or an entity requested and obtained a CCCBC-based determination of eligibility for child care purposes from the department for the person within the past five years, while the person was seeking employment or employed by a in-state child care provider or seeking to provide or providing services at an early learning center in Louisiana for an entity;
2. the department provided to the initial requesting child care provider or entity a CCCBC-based determination indicating the person was eligible for child care purposes; and
3. the person is still employed by a child care provider within the state, or is still providing services in an early learning center within the state for an entity, or has been separated from a child care provider within the state or an entity for less than 180 consecutive days.

#### Finding:

1811. A&B Based on observations on 02/27/2019, provider failed to request and obtain from the department a new CCCBC-based determination of eligibility prior to the person being present or performing services at the center when children are present as evidenced by the daily employee attendance log dated 01/30/19 to 02/27/2019 indicates that S4 was present at the center on 01/30/2019 ,1/31/2019, 02/04/2019, 02/05/2019, and 02/06/2019 however she did not receive an eligible CCCBC determination until 02/07/2019. Per S3's statement, S4 began working at the center on 01/30/2019.

### 1901.C.: End-of-Day Check

Not Met

1901.C.: The entire center and play yard shall be checked after the last child departs to ensure that no child is left at the center and this check shall be documented. Documentation shall include date, time of visual check, and signature of the staff conducting the visual check.

#### Finding:

1901.C. Based on record review on 2/27/2019, provider failed to complete and document visual checks of the entire center and play yard after the last child departs to ensure that no child is left at the center as evidenced by the center's visual check dated 01/21/2019 to 02/22/2019 indicate that S3 failed to document the time the visual checks were performed on 2/11/2019- 2/15/2019 and 2/18/2019- 2/19/2019 and no documentation was available that visual checks were performed on 02/20/2019-02/22/2019 and 02/25/2019-02/26/2019. Per S3's statement, the visual checks were completed however the staff failed to document properly.

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

Not Met

1901.G.&H.: G. All equipment used by children shall be maintained in a clean and safe condition and in good repair.

H. Moveable equipment shall be secured and supported so that it shall not fall or tip over.

#### Finding:

1901.G. Based on observations on 02/27/2019, all equipment used by children was not maintained in a clean and safe condition and in good repair as evidenced by specialist observed a blue child's chair missing a piece of the seat on the front edge and a black recliner that is peeling on the front right arm and on the back of the right side of the chair located in the classroom area near the entrance door. S1 removed only the blue chair prior to specialist departure.

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

Not Met

1901.J.&K.: J. 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.  
K. Plastic bags, when not in use, regardless of purpose or use, shall be made inaccessible to children.

#### Finding:

1901.J.&K.: Based on observations on 02/27/2019, specialist observed 1 large clear trash bag hanging on the side of a brown wooden changing table located next to the bathroom, one can of Lysol Spray, one open box of Hefty Slider storage bags, and one open box of small white trash bags located on top of three white storage drawers located under a three tier white shelf mounted on the far wall in front of the bathrooms. S1 removed 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 02/27/2019, personal belongings of center staff were not made inaccessible to children as evidenced by specialist observed a purple purse belonging to S1 located on a yellow kids table directly in front of a child who was sitting at the table and a light pink purse also belonging to S1 that was wide open on a white table located in the same classroom. Both purses were accessible to children. S1 removed immediately.

### 1909.D.: Infants - Car Seats

Not Met

1909.D.: Written authorization from a physician is required for a child to sleep in a car seat or other similar device and shall include the amount of time that the child is allowed to remain in said device.

#### Finding:

1909.D. Based on observations on 02/27/2019, S1 failed to have a written authorization from a physician for a child to sleep in a car seat or other similar device and include the amount of time that the child is allowed to remain in said device as evidenced by specialist observed C1 age one years old sleeping in a Tan swing upon specialist arrival at 9:45 AM without having written authorization from a physician. S1 corrected at 9:56 AM.

### 1911.E.: Daily Reports for Infants

Not Met

1911.E.: Daily Reports for Infants. Written reports that include the liquid intake, food intake, disposition, bowel movements and eating and sleeping patterns shall be given to the parents of infants on a daily basis. Reports shall be kept current throughout the day.

#### Finding:

1911.E. Based on record review on 02/27/2019, S2 failed to maintain daily reports for infants to include liquid intake, food intake, disposition, bowel movements and eating and sleeping patterns to be given to the parents of infants on a daily basis and shall be kept current throughout the day. Per S2's statement, she did not complete reports due to "so many" children coming in at once.