

## Statement of Deficiencies

### 5305-H: Children's Daily Attendance

Not Met

5305.H. A daily attendance record for children, completed by the parent or center staff, including the time of arrival and departure of each child and the name of the person to whom the child was released, shall be maintained. This record shall accurately reflect the children on the child care premises at any given time. If the record is completed by center staff, that individual shall write the first and last name of the person to whom the child was released and sign his/her own name. Children who leave and return to the center during the day shall be signed in/out. A computerized sign in/out procedure is acceptable if the record accurately reflects the time of arrival and departure as well as the name of the person to whom the child was released.

#### Finding:

7305.H. (Old Tag 5305.H.) The daily attendance log for children did not always include the time of departure of each child and the name of the person to whom the child was released.

### 5305-I: Staff Attendance

Not Met

5305.I. A daily attendance record for staff, including the director/owner, to include the time of arrival and departure shall be maintained. Staff shall document in/out when not on the child care premises. This record shall accurately reflect persons on the child care premises at any given time.

#### Finding:

7305.I. (Old Tag 5305.I.) The center's staff daily attendance record did not reflect persons on the child care premises at any given time as evidenced by director's failure to sign the time in and out for the daily transportation. Director indicated that she fails to sign in and out as she transports children to and from school

### 5311-A.5: Criminal Record Check

Not Met

5311.A.5. A record for each paid and non-paid staff person, including substitutes and foster grandparents shall be on file at the center. Personnel record shall include documentation of a satisfactory criminal record check, as required by R.S.15:587.1. Provider shall request this clearance prior to the employment of any center staff. A criminal record clearance is not transferable from one employer to another. No staff with a criminal conviction of a felony, a plea of guilty or nolo contendere of a felony, or any offense of a violent or sexual nature, or any offense involving a juvenile victim shall be employed in a Class "A" child care center.

#### Finding:

7311.A.5. (Old Tag 5311.A.5.) Documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, Provider failed to have documentation of criminal record clearance completed by Louisiana State for 1 of 6 staff. Staff shall not be present in the center until documentation of a criminal record clearance has been received from Louisiana State Police. Director provided specialist criminal clearance on date specialist visited. Director hired two staff on the same day and had miss placed one staff criminal clearance had to resubmit clearance on date of visit.

### 5312-E.1: CPR

Not Met

5312.E.1. A minimum of at least 50 percent of all staff on the premises and accessible to the children at all times shall have documentation of current infant/child/adult certification in CPR. Original cards shall be made available upon request. This training shall be approved by the Department of Social Services prior to acceptance.

#### Finding:

7312.E.1. (Old Tag 5312.E.1.) The Provider did not have documentation that at least fifty percent (50%) of all staff on the premises and accessible to the children have current approved Infant/Child/Adult certification in CPR. [ 2 ] of [ 6 ] staff had documentation of this certification during the day

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### **5312-E.3: PFA**

**Not Met**

5312.E.3. A minimum of at least 50 percent of all staff on the premises and accessible to children shall have documentation of current pediatric first aid certification. Original cards shall be made available upon request. This certification shall be approved by the Department of Social Services prior to acceptance.

#### **Finding:**

7312.E.3. (Old Tag 5312.E.3.) The Provider did not have documentation that at least 50 percent of the staff on the premises and accessible to children at all times has current approved Pediatric First Aid training. [ 3] of [ 6 ] staff had documentation of this certification during the day

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