

## Statement of Deficiencies

### 7303-F.4: Written Report regarding critical/reportable incidents

Not Met

7303-F.4: "The written report to LDOE Licensing Section for critical incidents and reportable incidents shall include the following information: a. name of facility; b. address of facility; c. license number; d. contact number; e. date of incident; f. time of incident; g. name of child or children involved; h. name of staff involved and other staff present; i. description of incident; j. date and time of notification to parents (to include attempted contacts), law enforcement, and child welfare (CW), if applicable; k. signature of person(s) notifying law enforcement, emergency personnel, CW, and parents; l. corrective action taken and/or needed to prevent reoccurrence; m. date and signature of staff completing report; and n. signature of parent, with date and time of signature. "

#### Finding:

7303-F.4 Based on record review: The provider failed to complete a written report to submit to DCFS Licensing Section regarding critical and/or reportable incidents as evidenced by: g. name of child or children involved; h. name of staff involved and other staff present; j. date and time of notification to parents (to include attempted contacts), n. signature of parent, with date and time of signature. " On 01/08/15 the center was advised to lock down by the Benton Police Department because a call was received that an inmate had escaped in the area. S1 states that around 2:25 pm that police returned and advised her that the lock down was requested for the wrong area; S1 states that the inmate escaped in Bossier not Benton. S1 was advised that once they implement a lock down, whether due to a false alarm or not, the matter becomes critical and they must abide by all critical incident regulations and requirements.

### 7303-F.5: Parental notification regarding critical/reportable incidents

Not Met

7303-F.5: The director shall contact or attempt to contact a child's parent immediately upon the occurrence of any critical incident as noted in §7303.F.1 or reportable incident as noted in §7303.F.3.c. If the parent cannot be contacted by phone the director shall notify the child's parent verbally at the time the child is picked up from the facility.

#### Finding:

7303-F.5 Based on record review/interview: The provider failed to immediately contact, or attempt to contact, a child's parent regarding the following critical incident: Lockdown. The incident occurred on 01/08/15 at 12:30 pm at the center. S1 states that she spoke with 6 out of 38 parent's on 01/08/15. S1 states that after she was advised that the lock down was a false alarm, she did not attempt to make any other contacts to parents. On 01/08/15 the center was advised to lock down by the Benton Police Department because a call was received that an inmate had escaped in the area. S1 states that around 2:25 pm that police returned and advised her that the lock down was requested for the wrong area; S1 states that the inmate escaped in Bossier not Benton. S1 was advised that once they implement a lock down, whether due to a false alarm or not, the matter becomes critical and they must abide by all critical incident regulations and requirements.