

## Statement of Deficiencies

### 1719.A.&B.: Orientation Training

Not Met

1719.A.&B.: A. Within seven calendar days of the first day present at the center, and prior to assuming sole responsibility for any children, each staff member shall receive orientation to the policies and practices of the center that at a minimum shall include:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices.

B. Within 30 calendar days of date of hire, each staff member shall receive orientation to the additional policies and practices of the center that at a minimum shall include:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention; and
6. CPR and first aid, as applicable.

#### Finding:

1719.A. Based on record review at 1:42pm, S1 failed to have documentation that 1 of 6 staff present, S3, received orientation within seven days of the first day present at the center and prior to having sole responsibility for any children. Based on staff sign in records, S3's first day working at the center was 2/1/2021. S1 stated she is unable to find S3's orientation form, but that S3 was trained during her first week, and had additional training on 2/19/2021 during the all staff training. S6 brought S3's unsigned orientation form at 2:18pm stating it was in a separate staff filing area by mistake.

Corrective Action Plan: Effective 3/2/2021, S1 stated she will create a checklist to remind herself what needs to be in all new hire folders to ensure the documentation is accessible upon request.

### 1915.B.&C.: Health Services - Parental Notification

Not Met

1915.B.&C.:

B. Reporting. Incidents, injuries, accidents, illnesses, and unusual behavior shall be documented and reported to the parent no later than when the child is released to the parent or authorized representative on the day of the occurrence.

C. Immediate Notification. The parent shall be immediately notified in the following circumstances:

1. blood not contained in an adhesive strip;
2. head or neck or eye injury;
3. human bite that breaks the skin;
4. animal bite;
5. impaled object;
6. broken or dislodged teeth;
7. allergic reaction skin changes (e.g. rash, spots, swelling, etc.);
8. unusual breathing;
9. symptoms of dehydration;
10. temperature reading over 101° oral, 102° rectal, or 100° axillary; or
11. injury or illness requiring professional medical attention.

#### Finding:

1915.C. Based on record review at 1:30pm, S1 failed to have documentation of immediate notification to the parent when the following occurred to a child:

- A head incident occurred at 10:15am on 1/15/2021, however there is no documentation of the time the parent was notified on 1/15/2021.

- A head incident occurred at 9:20am on 11/9/2020, however there is no documentation of the time the parent was notified on 11/9/2020.

- A head incident occurred at 11:43am on 2/1/2021, however there is no documentation of the time the parent was notified on 2/1/2021.

S1 stated parents are always notified immediately.

Corrective Action Plan: Effective 3/2/2021, S1 stated she will switch to using the department's incident form via [www.louisianabelieves.com](http://www.louisianabelieves.com), and will remind all staff to discontinue using the old incident forms to prevent being cited again.