

## Statement of Deficiencies

### 7305-H: Children's Daily Attendance

**Not Met**

7305-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 Based on observations: The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as evident by specialist observed 17 children were present and 16 children were signed in on the log. Specialist observed the provider correct at the time of the visit.

### 7311-B.1: Criminal Record Check-Extracurricular

**Not Met**

7311-B.1: The following information shall be kept on file for independent contractors including therapeutic professionals and extracurricular personnel, e.g. computer instructors, dance instructors, librarians, tumble bus personnel, speech therapists, licensed health care professionals, state-certified teachers employed through a local school board, art instructors, and other outside contractors: Documentation of a satisfactory criminal record check from Louisiana State Police as required by R.S. 46:51.2. This check shall be obtained prior to the individual being present in the child care facility. No person who has been convicted of, or pled guilty or nolo contendere to any offense included in R.S. 15:587.1, R.S. 14:2, R.S. 15:541 or any offense involving a juvenile victim, shall be present in any capacity in any child care facility. Independent contractors, therapeutic professionals, and/or extracurricular personnel may provide a certified copy of their criminal background check obtained from the Bureau of Criminal Identification and Information Section of the Louisiana State Police to the provider prior to being present and working with a child or children at the facility. If an individual provides a certified copy of their criminal background check obtained from the Louisiana State Police to the provider, this criminal background check shall be accepted by the department for a period of one year from the date of issuance of the certified copy. A photocopy of the certified copy shall be kept on file at the facility. Prior to the one year date of issuance of the certified copy, the individual shall request and obtain a current certified copy of their criminal background check obtained from the Louisiana Bureau of Criminal Identification and Information Section of the Louisiana State Police in order to continue providing services to a child or children at the child care facility. If the clearance is not obtained by the provider prior to the one year date of issuance of the certified criminal background check, the individual shall no longer be allowed on the child care premises until a clearance is received. This criminal background check shall be accepted by the department for a period of one year from the date of issuance of the certified copy. A photocopy of the certified copy shall be kept on file at the facility;

#### Finding:

7311-B.1 Based on observations/record review: Documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, was not available for extracurricular personnel prior to the individual(s) being present in the childcare facility. O1 was working on the premises on 3/04/2013. Specialist observed the visitors log was sign by O1 on 3/04/2013 She was on the premises from 11:00 AM to 11:30 AM. The provider did call O1 and request a copy of her criminal record check. Specialist spoke with O1 and O1 stated she would fax it as soon as she could.