

Statement of Deficiencies

1715.A.1.&3.: Staff Records and Personnel Files

Not Met

1715.A.1.&3.: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following:

1. an application or staff information form containing the following information:
 - a. name;
 - b. date of birth;
 - c. home address and phone number;
 - d. training,
 - e. work experience;
 - f. educational background;
 - g. hire date; and
 - h. first day onsite working with children;
3. Upon termination or resignation of employment, the last date of employment and reason for leaving;

Finding:

1715.A.1.&3. Staff Records and Personnel Files: Based on Record Review/Interview: S27 did not have an application/staff information form to include name, date of birth, home address and phone number, training, work experience, educational background, hire date, first day on-site working with children, for 23 of 28 staff: S1-S6, S9-S13, S15-S22, S24-S26, and S28.

1715.A.2.: Photo Identification

Not Met

1715.A.2.: Personnel files for each staff member shall be maintained at the center and shall include the following:

2. copy of a state or federal government issued photo identification;

Finding:

1715.A.2. Photo Identification: Based on record review: S27 did not have a copy of state or federal government issued photo identification available for review for 11 of 28 staff. S3, S5-S7, S10, S12, S14, S23, S25, S27, S28.

2101.A.16.: Child Safety Alarm

Not Met

2101.A.16.: Child Safety Alarm. In accordance with R.S. 32:295.3.1, a center may have a child safety alarm installed in any vehicle that has a seating capacity of six or more passengers in addition to the driver. This vehicle has to be owned or operated by the early learning center, its owner, operator, or employees and used to transport children to or from the early learning center. The child safety alarm is an ignition-based alarm system that voice prompts the driver to inspect the vehicle for children before exiting the vehicle and shall be installed by a person or business that is approved by the manufacturer of the child safety alarm. An owner or director of an early learning center who elects to have a child safety alarm installed in a vehicle owned or operated by the early learning center shall ensure that the child safety alarm is properly maintained and in good working order each time the vehicle is used for transporting children to or from an early learning center.

Finding:

2101.A.16. Child Safety Alarm: Based on observations/Interview(s): The Provider's vehicle has a Child Safety Alarm installed, but did not meet the following requirement: An owner or director of an early learning center who elects to have a child safety alarm installed in a vehicle owned or operated by the early learning center shall ensure that the child safety alarm is properly maintained and in good working order each time the vehicle is used for transporting children to or from an early learning center. On 3/12/19, Specialist checked 4 of 4 buses on School grounds. Specialist observed that Bus 23's Child Safety Alarm was still going off at approximately 1:00 pm on 3/12/19. S27 attempted to turn off the alarm but was unsuccessful. S27 talked to the Head Starts Transportation Department and was told that the part for the alarm had been ordered on today, 3/12/19. S27 stated that she is not sure when the alarm will be fixed.