

Statement of Deficiencies

1507.A.: Daily Attendance Records - Children

Not Met

1507.A.: A daily attendance record for children shall be maintained that shall:

1. include the child's first and last name, arrival and departure times, and first and last name of person or entity to whom the child is released;
2. accurately reflect children on the center premises at any given time; and
3. be used to sign in and out if a child leaves and returns to the center during the day.

Finding:

1507.A.: Daily Attendance Records - Children: Based on observations/record review: At 8:45am, the center's daily attendance log for children children did not accurately reflect the children on the child care premises at any given time as 17 children were present and 15 children were signed in on the log. S1 corrected. At 11:45am, Specialist reviewed children's attendance logs from 3/1/2021 to 3/29/2021, and observed the following:

- On 3/15/2021, the log was missing one departure time;
- On 3/22/2021, the log was missing two departure times, and who the child was released to one time; and
- On 3/26/2021, the log was missing one arrival time.

This deficiency was previously cited on 10/29/2019.

Corrective Action Plan: Effective 3/30/2021, S1 stated she will remind parents to include all documentation required on the attendance log, and she complete a review of the log when the end of the day check is completed, to ensure this deficiency is not recited.

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.&B.: Orientation Training: Based on record review: At 10:16am, S1 lacked documentation that 2 of 4 new staff, received orientation within seven days of the first day present at the center and prior to having sole responsibility for any children. Additionally, 2 of the 4 new staff lacked documentation that they received additional orientation within thirty days of date of hire. The following staff were in need of orientation training:

- S3's date of hire was 2/23/2021, and the training within thirty calendar days needed to be completed by 3/25/2021;
- S8's date of hire and first day present at the center was 3/4/2021, and the training within seven calendar days needed to be completed by 3/10/2021; and
- S9's date of hire was 2/19/2021, and the training within seven calendar days needed to be completed by 2/25/2021, and the training within thirty calendar days needed to be completed by 3/21/2021.

Technical Assistance previously provided on 7/29/2020.

Corrective Action Plan: Effective 3/30/2021, S1 stated she will have S3, S8, S9, and S10 complete the online training modules on louisianbelieves.com by 4/3/2021 to ensure this deficiency is not recited. All new staff will complete training modules within seven calendar days of hire date to ensure this deficiency is not recited.