

## Statement of Deficiencies

### 713.A.: Office of Public Health, State Fire, City Fire Approval

Not Met

713.A.: Annual licensing inspections by the department, current approvals by the Office of Public Health, Office of State Fire Marshal, and city fire (if applicable), and academic approval by the department (if type III center) shall be required before the expiration of an existing license. However, if a center has documentation establishing that the center requested an inspection by the Office of Public Health or the Office of State Fire Marshal prior to the expiration of the existing license, these approvals may be submitted to the department within 90 calendar days of the date of the license renewal.

#### Finding:

713.A. Based on record review: S1 lacked documentation of a current annual inspection and approval from City Fire. The date of the last approval is 4/18/2018 which expired on 3/27/2019. S1 stated she called City Fire, and someone should be out soon.

### 1507.C.: Daily Attendance Records - Independent Contractors

Not Met

1507.C.: Independent Contractors. A daily attendance record for all extracurricular personnel, therapeutic professionals and other independent contractors, to include the first and last name of the contractor, date of visit, arrival and departure times, name of staff member that accompanied contractor, if required, and purpose of the visit.

#### Finding:

1507.C. Based on record review/observations: S1 did not maintain documentation of a daily attendance record for Independent Contractors to include first and last name, date of visit, arrival and departure times, and purpose of the visit. On 4/2/2019 the Specialist observed O1 on premises, however there was no documentation of O1 being on the premises. S1 stated O1 arrived at 10:10am and left at 10:40am.

### 1725.A.-C.: Medication Management Training

Not Met

1725.A.-C.: A. All staff members who administer medication shall have medication administration training.  
B. Whether the center is administering medication or not, each early learning center shall have at least two staff members trained in medication administration and at least one on the premises. A staff member who is a licensed practical nurse (LPN) or registered nurse (RN) with a valid nursing license shall be considered to have medication administration training.  
C. Such training shall be completed every two years with an approved child care health consultant.

#### Finding:

1725.A.-C. Based on record review: S1 did not have at least two staff members trained in medication administration whether the early learning center administers medication or not. 0 of 6 staff have current certification in medication administration training. S1 stated all staff are scheduled to attend the training on Friday, 4/5/2019.

### 1807.C.: CCCBC-Based Determinations of Eligibility for Visitors and Contractors

Not Met

1807.C.: C. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each visitor or independent contractor of any kind, and shall have documentation of said determination available at all times for inspection upon request by the licensing division, unless the visitor or independent contractor, other than therapeutic professionals as defined in §103, will be accompanied at all times while at the center when children are present, by an adult staff member who is not being counted in child-to-staff ratios. The center shall have documentation of said determination of eligibility, or documentation of the accompanying staff member, available at all times for inspection upon request by the Licensing Division.

#### Finding:

1807.C. Based on record review: A CCCBC-based determination of eligibility for child care purposes from the department was not obtained for each independent contractor, O1, prior to the person being present at the center or performing services. S1 did not have documentation of the paid adult staff member, not otherwise counted in child to staff ratios, who accompanied O1 at all times while on the center premises. On 4/2/2019, the Specialist observed O1 on the premises not accompanied by staff who are not counted in child to staff ratios during the Licensing visit. S1 provided a copy of O1's expired Right to Review upon request of O1's CCCBC. S1 attempted to check O1's eligibility after O1's departure, but was unable to verify O1's eligibility status.

### 1901.Q.: The Safety Box

Not Met

1901.Q.: The center shall post a copy of the current The Safety Box newsletter issued by the Louisiana Office of the Attorney General and shall immediately remove from the early learning premises any items listed as recalled.

#### Finding:

1901.Q. Based on record review/observations: S1 did not post a copy of the current Safety Box newsletter issued by the Louisiana Office of the Attorney General. The Specialist observed the Fall/Winter 2015 Safety Box newsletter posted on the Bulletin Board near the front entrance. S1 stated she was unaware that she needed to print the Safety Box newsletters online. Corrected at time of Licensing visit.