

Statement of Deficiencies

1103-A-E: Critical Incidents and Required Notification

Not Met

1103-A-E: An early learning center shall make immediate notification to emergency personnel, law enforcement as applicable, and other appropriate agencies for the following types of critical incidents involving children in care:

1. death;
 2. serious injury or illness that required medical attention;
 3. reportable infectious diseases and conditions listed in LAC 51.II.105; and
 4. any other significant event relating to the health, safety, or well-being of any child, including but not limited to a lost child, an emergency situation, fire or other structural damage, or closure of the center.
- B. The parent shall be contacted immediately following any immediate notifications made under Subsection A.
- C. The Licensing Division and other appropriate agencies shall be notified via email within 24 hours of the incident.
- D. The Licensing Division shall be notified by written report within 24 hours of the incident or the next business day. This written notification shall be made on the Licensing Division's Critical Incidents Report Form and shall contain all information requested on the form.
- E. Reporting deadlines may be adjusted in the event of a natural catastrophe and/or disaster, as determined by the Department.

Finding:

1103-A-E Based on record review/interview(s): The Provider failed to notify the Division of Licensing by written report within 24 hours of a critical incident or by the next business day. The written notification shall be made on the Licensing Division's Critical Incidents Report Form and shall contain all information requested on the form. Specialist reviewed a written statement from S1 which documented that on February 9, 2018, O2 stated that C1 advised her that S7 pinched his lip. S1 and S7 each stated that O2 made this assertion. S1 stated that no Critical Incident report was submitted as she does not believe that this incident occurred. Specialist advised S1 and S7 that though S7 denies the allegation, this incident should still have been reported as it is a Critical Incident.

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 Based on observations/record review: The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as on April 4, 2018, 118 children were present and 110 children were signed in on the log. S1 corrected prior to Specialist departure.

1507-C: Daily Attendance Records - Independent Contractors

Not Met

1507-C: A daily attendance record for all extracurricular personnel, therapeutic professionals and other independent contractors, to include the first and last name, date of visit, arrival and departure times, and purpose of the visit.

Finding:

1507-C Based on observations/record review: The center's independent contractors daily attendance record did not accurately reflect when the independent contractor was on the child care premises as evidenced by on April 4, 2018, Specialist observed O3 present and working in the center at 10:30 AM; however, O3 failed to be signed in on the center sign in sheet. S1 directed O3 to correct prior to Specialist departure.

1509-A.1: Child Abuse and Neglect Policy

Not Met

1509-A.1: Child Abuse and Neglect Policy

- a. As mandated reporters, all staff and owners shall report any suspected abuse or neglect of a child to the Louisiana Child Protection Statewide Hotline 1-855-4LA-KIDS (1-855-452-5437);
- b. An early learning center shall not delay the reporting of suspected abuse or neglect to the Child Protection Statewide Hotline in order to conduct an internal investigation to verify the abuse or neglect allegations; and
- c. An early learning center shall not require staff to report suspected abuse or neglect to the center or management prior to reporting it to the Child Protection Statewide Hotline.

Finding:

1509-A.1 Based on interview(s): Although mandated reporters, staff did not report suspected abuse/neglect of a child to the Child Protection Statewide Hot-line as Specialist reviewed S1's written statement as well as heard S1 and S7's verbal statements that on February 9, 2018, O2 stated that C1 advised her that S7 pinched his lip. S1 stated that this incident was not reported to Child Welfare as S7 denied the allegations and she does not believe

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that it occurred. Specialist advised S1 that in the future all accusations of abuse must be reported to Child Welfare. S1 stated she understands.

1715-A.1.3.: Staff Records and Personnel Files

Not Met

1715-A.1.3.: Personnel files for each staff member shall be maintained at the center and shall include the following:

An application or staff information form containing the following information: name, date of birth, home address and phone number, training, work experience, educational background and hire date;

Upon termination or resignation of employment, the last date of employment and reason for leaving;

Finding:

1715-A.1.3. Based on record review/interview: Provider failed to have documentation of the last date of employment and reason for leaving for S19. S1 and S7 stated that S19 was no longer employed with the center as she called the center on April 3, 2018 and left a message voluntarily quitting. Specialist requested to review documentation of terminated employment; however, S1 stated that she had not yet completed it. S1 corrected prior to Specialist departure on April 5, 2018.

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-B&C: Based on record review and interview: The Provider did not have documentation of immediate notification to the parent when the following occurred to a child: on March 12, 2018 a child received a head injury at 4:00 PM and the parent was notified at 4:50 PM; and, on February 26, 2018 a child received a head injury at 4:20 PM and the parent was notified at 5:08 PM. Specialist also found documentation of unusual behavior of a child pushing children on February 8, 2018, a child throwing a child onto the rocks on March 7, 2018 and another child pushing on March 12, 2018; however, there was no documentation of parental notification of the children who were pushed. S1 and S7 stated that the center did not document as the children were not injured. Specialist advised S1 and S7 that the parent must still be notified of an incident involving their child.

Specialist also found that documentation of parental notification was not accurate on March 26, 2018 as a child received a head injury at 4:20 PM; however, the incident report read the parent was notified at 3:38 PM. S1 stated that the documentation should probably have read 4:28 PM.