

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 record review/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 24 children were present and 25 children were signed in on the log. S6 went through log and noticed 2 children were not signed out that left on the bus and 1 child was not signed in. On 4/8/19, Specialist reviewed daily attendance log for 2/1/19 - 4/5/19; the time of arrival and departure of each child was missing 29 times and the name of the person to whom the child was released to 30 times.

1811.A.&B.: Requests for CCCBC-Based Determinations of Eligibility

Not Met

1811.A.&B.: A. An early learning center or an entity identified in §1809 shall request and obtain from the department a new CCCBC-based determination of eligibility for child care purposes for each required person:

1. prior to the person being present or performing services at the center when children are present; and
2. not less than once during a five-year period.

B. An early learning center or an entity identified in §1809 shall not be required to request and obtain from the department a new CCCBC-based determination of eligibility for child care purposes for a required person, and instead shall be able to request and obtain from the department the person's CCCBC-based determination of eligibility provided to another in-state child care provider or entity identified in §1809, if:

1. a child care provider within the state or an entity requested and obtained a CCCBC-based determination of eligibility for child care purposes from the department for the person within the past five years, while the person was seeking employment or employed by a in-state child care provider or seeking to provide or providing services at an early learning center in Louisiana for an entity;
2. the department provided to the initial requesting child care provider or entity a CCCBC-based determination indicating the person was eligible for child care purposes; and
3. the person is still employed by a child care provider within the state, or is still providing services in an early learning center within the state for an entity, or has been separated from a child care provider within the state or an entity for less than 180 consecutive days.

Finding:

1811.A.&B. Requests for CCCBC-Based Determinations of Eligibility: Based on record review: Documentation of a CCCBC-based determination of eligibility (CCCBC) was not available for 1 of 11 staff, prior to the individual(s) being present in the childcare facility. S5 date of hire is 4/24/17 and the CCCBC - Based Determinations of Eligibility is dated 2/15/19. S6 stated that she forgot to pull S5's when doing the other staff.

1901.C.: End-of-Day Check

Not Met

1901.C.: The entire center and play yard shall be checked after the last child departs to ensure that no child is left at the center and this check shall be documented. Documentation shall include date, time of visual check, and signature of the staff conducting the visual check.

Finding:

1901.C. End-of-day check: Based on record review: The Provider did not document that the entire center and play yard is checked after the last child departs to ensure that no child is left unattended at the center. Center was missing documentation of End-of-day check for 2/14/19-2/28/19

1917.K.: Emergency Medication Plan and Records

Not Met

1917.K.: Emergency Medications

1. Children who require emergency medications, such as an EpiPen or Benadryl, shall have a written plan of action that shall be updated as changes occur or at least every six months, and shall include:

- a. method of administration;
- b. symptoms that indicate the need for the medication;
- c. actions to take once symptoms occur;
- d. description of how to use the medication; and e. signature of parent and date of signature.

2. Medication administration records for emergency medication shall be maintained and include the following:

- a. symptoms that indicated the need for the medication;
- b. actions taken once symptoms occurred;
- c. description of how medication was administered;
- d. signature of administering staff member; and
- e. phone contact with the parent after administering emergency medication.

Statement of Deficiencies

Finding:

1917.K. Emergency Medication Plan and Records: Based on record review: The written Emergency Medication Plan of action was not updated as changes occur or at least every six months. On 4/8/19, Specialist reviewed C1's records for her EpiPen and noted that the plan of action needed to be updated in December 2018. S6 stated that she will notify the parents of C1 and get the records updated.
