

Statement of Deficiencies

1717-A: Independent Contractors Records

Not Met

1717-A: Independent Contractors. The following information shall be maintained for all independent contractors, including but not limited to therapeutic professionals, extracurricular personnel, contracted transportation drivers, Department of Education, Office of Early Childhood staff and local school district staff:

1. an information form that includes the person's name, address and phone number
2. a list of duties performed while present at the center; and
3. documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center or documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review: The provider did not have documentation of satisfactory criminal background checks (Right to Review or center provided background checks from Louisiana State Police) for O1 and O2 prior to the individuals being present at the center or documentation of a paid staff member not otherwise counted in child to staff ratios that accompanied contractors, O1 and O2, at all times while the contractors were on the center premises. Note: The center had background checks on O1 and O2 which were completed through a third party.
