

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. Based on record review:

S1's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 28 children were present and 24 children were signed in on the log on 5/1/2019. There was no documentation of the arrival time of 4 of 28 children present.

The daily attendance log for children did not include the time of arrival and departure of each child and the name of the person to whom the child was released.

- On 4/30/2019, 1 of 29 children did not have documentation of the arrival time; 7 of 29 did not have documentation of the departure time; 6 of 29 did not have documentation of the person to whom the child was released to.

- On 4/26/2019, 5 of 29 children did not have documentation of the departure time and the person to whom the child was released to.

1507.B.: Daily Attendance Records - Staff and Owners

Not Met

1507.B.: A daily attendance record for all staff members and owners shall be maintained that shall:

1. include the first and last name of the staff member or owner and arrival and departure times;
2. accurately reflect the staff members and owners on the center premises at any given time; and
3. be used to document staff members and owners who leave and return to the center during the day

Finding:

1507.A. Based on record review:

S1's daily attendance record for all staff members and owners did not accurately reflect the staff on premises as 6 staff were present and 4 staff were signed in on 5/1/2019. There was no documentation of the arrival time of S1 and S4. S1 stated she arrived at 6:40am. S4 stated she arrived at 7:00am. Corrected during Licensing visit.

1515.A.3.: Releasing of Children

Not Met

1515.A.3.: Written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center.

- a. The parent may further authorize additional individuals via a text message, fax or email to the center in unplanned situations and follow it with a written authorization.
- b. A child shall never be released to anyone unless authorized in writing by the parent.
- c. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
- d. The center shall verify the identity of the authorized person prior to releasing the child.

Finding:

1515.A.3. Based on record review: S1 released C1 to a person not authorized by O1. On 4/9/2019, C1 was released to O2 at 4:19pm. However there is no documentation of written authorization, text message, fax, or email by O1 stating that O2 is authorized to pick up C1. S1 stated O2 is C1's van driver, and that O1 sent a text message authorizing that C1 can be released to O2. S1 stated she no longer has the text message in her phone.

1715.A.1.&3.: Staff Records and Personnel Files

Not Met

1715.A.1.&3.: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following:

1. an application or staff information form containing the following information:
 - a. name;
 - b. date of birth;
 - c. home address and phone number;
 - d. training,
 - e. work experience;
 - f. educational background;
 - g. hire date; and
 - h. first day onsite working with children;
3. Upon termination or resignation of employment, the last date of employment and reason for leaving;

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Finding:

1715.A.1. Based on record review: S1 did not have an application/staff information form to include name, date of birth, home address and phone number, training, work experience, educational background, hire date, and first day on-site working with children for staff. On 5/1/2019, there was no documentation of a personnel file for S2. S1 provided a copy of S2's CCCBC print out with C11's folder. S1 stated she needed to find S2's folder.

1715.A.2.: Photo Identification

Not Met

1715.A.2.: Personnel files for each staff member shall be maintained at the center and shall include the following:
2. copy of a state or federal government issued photo identification;

Finding:

1715.A.2. Based on record review:

On 5/1/2019, S1 did not have a copy of a state or federal government issued photo identification available for review for staff members: S1, S2, S3, S5, and S7. Corrected at time of Licensing visit.

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. Based on record review: S1 lacked documentation that 3 of 10 staff, S2, S3, and S6, received orientation within seven days of the first day present at the center and prior to having sole responsibility for any children.;

1719.B. Based on record review: S1 lacked documentation that 3 of 10 staff, S2, S3 and S6, received additional orientation within thirty days of date of hire. S1 stated S2's date of hire is 2/18/19 ; S3's date of hire is 11/15/18; S6's date of hire is 11/19/15. There was documentation in S2, S3, and S6's file with the date of hire and orientation at time of Licensing visit.

1723.A.&B.: CPR Certification

Not Met

1723.A.&B.: A. Infant and child CPR. Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in infant and child CPR through training approved by the department.

B. Adult CPR. Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in adult CPR through training approved by the department.

Finding:

1723.A. Based on record review: S1 did not have documentation that at least fifty percent (50%) of all staff or at least four staff on the premises and accessible to the children, whichever is less, have current certification in infant and child CPR through training approved by the department. On 5/1/2019, 2 of 5 staff had documentation of this certification. S1 stated she has a staff professional development day on 5/25/2019, and that staff will take the CPR training that day.

1723.C.: Pediatric First Aid

Not Met

1723.C.: Pediatric First Aid. Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in pediatric first aid through training approved by the department.

Finding:

1723.C. Based on record review:

S1 did not have documentation that at least fifty percent (50%) of all staff or at least four staff on the premises and accessible to children, whichever is

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less, have current certification in Pediatric First Aid through training approved by the department. On 5/1/2019, 2 of 5 staff present, S1 and S4 had documentation of this certification. S1 stated she has a staff professional development day on 5/25/2019, and that staff will take the PFA training that day.

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. Based on record review:

S1 did not document that the entire center and play yard was checked after the last child departed to ensure that no child was left unattended at the center on 4/30/2019. S1 stated she closed on 4/30/2019 and did a visual check around 6:00pm, but forgot to document it.

1901.O.: Alcohol, Tobacco, etc. Prohibited

Not Met

1901.O.: The center shall prohibit the use of alcohol and tobacco and the use or possession of illegal substances, unauthorized potentially toxic substances, fireworks and firearms, and pellet and BB guns on the center premises and notice to this effect shall be posted.

Finding:

1901.O. Based on record review/observations: On 5/1/2019, S1 failed to have posted sign prohibiting the use of alcohol and tobacco and the use or possession of illegal substances, unauthorized potentially toxic substances, fireworks and firearms, and pellet and BB guns on the center premises. S1 stated she took her posted policies down when the wall needed to be repainted. S1 stated her prohibition sign was on her desk.

On 5/2/2019, S1 provided the prohibition documentation. Corrected during the 5/2/2019 Licensing visit.

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 failed to post a copy of the current Safety Box newsletter issued by the Louisiana Office of the Attorney General.

On 5/1/2019, S1 stated she removed her posted policies off the wall while the wall was being painted. S1 stated it was on her desk.

On 5/2/2019, the Specialist observed the April - June 2018 Newsletter on S1's desk. S1 stated she would print the updated Safety Box newsletter as soon as possible.

1907.E.2.: Cribs Free of Toys and Other Soft or Loose Bedding

Not Met

1907.E.2.: Cribs shall be free of toys and other soft or loose bedding, including comforters, blankets, sheets, bumper pads, pillows, stuffed animals and wedges when the child is in the crib.

Finding:

1907.E.2. Based on observations:

S1's cribs were not free of toys or other soft or loose bedding (including comforters, blankets, sheets, bumper pads, pillows, stuffed animals and wedges) while the child was in the crib. On 5/1/2019, the Specialist observed three infants in a crib with a loose blanket. Corrected at time of Licensing visit.

1911.G.: Pacifier Attached

Not Met

1911.G.: Pacifiers attached to strings or ribbons shall not be placed around the neck or attached to the clothing of a child.

Finding:

1911.G. Based on record review: A pacifier that was attached to a string or ribbon was attached to the clothing of a child. On 5/1/2019, the Specialist observed 1 of 3 infants, in the infant room with S4, with a pacifier that was attached to a string or ribbon that was attached to the child's shirt. Corrected at time of Licensing visit.

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1915.A.: Health Services - Observation

Not Met

1915.A.: Observation. Upon arrival at the center, the physical condition of each child shall be observed for possible signs of illness, infections, bruises or injuries, and when something is observed, it shall be documented and such documentation shall include an explanation from the parent or child.

Finding:

1915.A. Based on interview(s): Based on staff interviews, on 4/9/2019, C1 was observed with possible signs of illness at time of arrival, however was not documented on the daily observations log for 4/9/2019. S1 stated C1 had been sick a few days prior to 4/9/2019 as well.

1919.A.&B.: Food Service and Nutrition - Menu

Not Met

1919.A.&B.: A. All meals and snacks provided by the center, and their preparation, service and storage, shall meet the requirements for meals of the U. S. Department of Agriculture (USDA) Child and Adult Care Food Program (CACFP), 7 CFR 226.20, and LAC 51:XXIII.

B. The weekly menu shall:

1. be planned for each day of the week and list the specific food items served;
2. be prominently posted by the first day of each week and remain posted throughout the week; and
3. have substitutions or additions posted on or near the menu.

Finding:

1919.B.3. Based on record review/observations: Menu substitutions or additions were not posted on or near the menus. On 5/1/2019, the posted lunch menu for Week 1 stated the following items would be served for lunch: BBQ Beef Tips, Mixed Vegetables, Chilled Pineapples, Macaroni & Cheese, and Milk.

However, the Specialist observed S1 served the following to the 1yr olds present: Baked Chicken, Macaroni & Cheese, Corn, Fruit Cocktail, and Milk. The Specialist also observed S1 serve the following to the the 3-4yr olds present: Baked Chicken, Macaroni & Cheese, Corn, Peaches, and Milk. S1 stated

1921.E.: Tornado Drills

Not Met

1921.E.: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June at various times of the day necessary to include all children and shall be documented.

Finding:

1921.E. Based on record review: S1 failed to have documentation that tornado drills were conducted at least once per month in the months of March, and April 2019.

On 5/1/2019, S1 stated she conducted her Tornado and Fire Drills at the same time, and documented the drill as a "Fire Drill" only on the form. S1 stated the last Tornado drill she conducted was in March 2019, however there was no documentation upon request during the Licensing visit. S1 stated she did not conduct an April 2019 Tornado drill.

On 5/2/2019, S1 provided documentation of 4 fire drills that were completed between January - April 2019. S1 stated again that she completed the fire and tornado drills together, and that she now remembers completing a tornado drill with the fire drill in April 2019.