

Statement of Deficiencies

5305-I: Staff Attendance

Not Met

5305.I. A daily attendance record for staff, including the director/owner, to include the time of arrival and departure shall be maintained. Staff shall document in/out when not on the child care premises. This record shall accurately reflect persons on the child care premises at any given time.

Finding:

7305.I (OLD TAG 5305.I.) The center's staff daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by THE 5 STAFF PRESENT WERE SIGNED IN; HOWEVER AT SIGN IN, ONE STAFF SIGNED OUT FOR 6:00 PM TODAY.

5311-A.2: Reference Checks

Not Met

5311.A.2. A record for each paid and non-paid staff person, including substitutes and foster grandparents shall be on file at the center. Personnel record shall include documentation of three current, positive reference checks or telephone notes signed and dated. These references shall be obtained from persons not related to the employee.

Finding:

7311.A.2 (OLD TAG 5311.A.2.) Documentation of three current positive non related reference checks or telephone notes signed and dated was not available for staff: DOH:4/28/08.

5311-A.5: Criminal Record Check

Not Met

5311.A.5. A record for each paid and non-paid staff person, including substitutes and foster grandparents shall be on file at the center. Personnel record shall include documentation of a satisfactory criminal record check, as required by R.S.15:587.1. Provider shall request this clearance prior to the employment of any center staff. A criminal record clearance is not transferable from one employer to another. No staff with a criminal conviction of a felony, a plea of guilty or nolo contendere of a felony, or any offense of a violent or sexual nature, or any offense involving a juvenile victim shall be employed in a Class "A" child care center.

Finding:

7311.A.5 (OLD TAG 5311.A.5.) PROVIDER FAILED TO HAVE DOCUMENTATION OF CRIMINAL RECORD CLEARANCE FOR 1 OF 6 STAFF, DOH 4/28/08 . STAFF SHALL NOT BE PRESENT IN THE CENTER UNTIL DOCUMENTATION OF A CRIMINAL RECORD CLEARANCE HAS BEEN RECEIVED FROM LOUISIANA STATE POLICE.

5312-A: Orientation Training

Not Met

5312.A. Within one week of employment and prior to having sole responsibility for a group of children, each staff member, including substitutes and foster grandparents, shall receive orientation training to include the following topics:

- center policies and practices including health and safety procedures;
- emergency and evacuation plan;
- supervision of children;
- discipline policy;
- job description;
- individual needs of the children enrolled;
- detecting and reporting child abuse and neglect;
- current Child Care Class "A" Minimum Licensing Standards; and
- confidentiality of information regarding children and their families.

This training shall be followed by four days of supervised work with children. Documentation shall consist of a statement/checklist in the staff record signed and dated by the staff person and director, attesting to having received such orientation training, and the dates of the supervised work with children.

Finding:

7312.A (OLD TAG 5312.A.) Provider lacked documentation that 1 of 6 staff, DOH: 4/28/08 received orientation within one week of employment and prior to having sole responsibility for a group of children.

7312.A (OLD TAG #5312.A.) Orientation training did not include documentation of the 4 days supervised work with children for the 1 of 6 staff, DOH 4/28/08.

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5312-D.1: Continuing Education

Not Met

5312.D.1. The director shall provide opportunities for continuing education of staff through attendance at child care workshops or conferences, for paid and non-paid staff who are left alone with children, or who have supervisory or disciplinary authority over children. The child care staff, excluding foster grandparents, shall obtain 12 clock hours of approved training per center's anniversary year in job related subject areas. At least three of the 12 clock hours of training for directors/director designees shall be in administrative issues. Documentation shall consist of attendance records or certificates received by staff. This is in addition to the required training hours from the Department of Health and Hospitals, pediatric first aid and infant/child/adult CPR. Medication administration training by a Child Care Health Consultant may count toward fulfilling three of the mandated 12 hours of continuing education training. All training shall have prior approval by the Department of Social Services. Original certificates shall be made available upon request.

Finding:

7312.D.1 (OLD TAG #5312.D.1.) The Director/Director Designee lacked documentation that at least three (3) clock hours of the required twelve (12) clock hours of training was in administrative issues. Director/Director Designee had a total of 12 hours.

5331-A: Transportation Arrangement Conforms to State Laws

Not Met

5331.A. Transportation arrangements shall conform to state laws, including seat belts and child restraints.

Finding:

7331.A (OLD TAG 5331.A.) The Provider's transportation arrangements did not conform to state laws, including seat belts and child restraints as CENTER PARTICIPATED IN FIELD TRIPS WITH A CONTRACT PROVIDER. THERE WAS NO DOCUMENTATION OF A SIGNED CONTRACT WITH BUS DRIVER.

5331-B: Single Safety Belt

Not Met

5331.B. Only one child shall be restrained in a single safety belt.

Finding:

7331.B (OLD TAG 5331.B.) Provider did not restrain only one child in a single safety belt as NO SIGNED CONTRACT

5331-C: Supervision

Not Met

5331.C. The driver or attendant shall not leave the children unattended in the vehicle at any time.

Finding:

7331.C (OLD TAG 5331.C.) The driver or attendant left children unattended in the vehicle as NO SIGNED CONTRACT.

5331-D: Boarding and Exiting Vehicle

Not Met

5331.D. Each child shall safely board or leave the vehicle from the curb side of the street and/or shall be escorted across the street.

Finding:

7331.D (OLD TAG 5331.D.) Each child on the vehicle did not safely board or leave the vehicle from the curbside of the street or be escorted across the street as NO SIGNED CONTRACT.

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5331-E: Vehicle in Good Repair

Not Met

5331.E. The vehicle shall be maintained in good repair.

Finding:

7331.E (OLD TAG 5331.E.) The Provider's vehicle was not maintained in good repair as evidenced by NO SIGNED CONTRACT ON FILE.

5331-F: Prohibition of Alcohol, Tobacco, etc.

Not Met

5331.F. The use of tobacco in any form, use of alcohol and possession of illegal substances or unauthorized potentially toxic substances, firearms, pellet or BB guns (loaded or unloaded) in any vehicle while transporting children is prohibited.

Finding:

7331.F (OLD TAG 5331.F.) The Provider did not prohibit the use of tobacco in any form, use of alcohol and possession of illegal substances or unauthorized potentially toxic substances, firearms, pellet or BB guns (loaded or unloaded) in the vehicle while transporting children as NO CONTRACT ON FILE.

5331-G: Capacity of Vehicle

Not Met

5331.G. The number of persons in a vehicle used to transport children shall not exceed the manufacturer's recommended capacity.

Finding:

7331.G (OLD TAG 5331.G.) The Provider exceeded the manufacturer's recommended capacity in the vehicle as evidenced by NO CONTRACT ON FILE.

5331-H: Appropriate Driver's License

Not Met

5331.H. The provider shall maintain a copy of a valid appropriate Louisiana driver's license for all individuals who drive vehicles (staff, contracted persons, parents) used to transport children.

Finding:

7331.H (OLD TAG 5331.H.) The Provider lacked documentation that all individuals who drive vehicles to transport the children have a copy of a valid appropriate Louisiana driver's license. NO COPY OF CONTRACT BUS DRIVERS LICENSE ON FILE.

5331-I: Liability Insurance

Not Met

5331.I. The provider shall maintain in force at all times current commercial liability insurance for the operation of center vehicles to ensure medical coverage for children in the event of accident or injury. This policy shall extend coverage to any staff member who provides transportation for any child in the course and scope of his/her employment. The provider is responsible for payment of medical expenses of a child injured while in the provider's care. Documentation shall consist of the insurance policy or current binder that includes the name of the child care facility, the name of the insurance company, policy number, period of coverage and explanation of the coverage. If transportation is provided by parents for field trips or transportation is provided by contract, whether daily or field trip, a copy of the current liability insurance shall be maintained on file.

Finding:

7331.I (OLD TAG 5331.I.) The Provider did not maintain documentation of the contract provider's current liability insurance. Transportation is provided FIELD TRIP.

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5331-J: Safety Inspection

Not Met

5331.J. The vehicle shall have evidence of a current safety inspection. In lieu of a visual inspection of a contracted vehicle, a signed statement by the agency representative verifying the expiration date of the current inspection is acceptable.

Finding:

7331.J (OLD TAG 5331.J.) The Provider did not have a statement signed by the contract agency's representative verifying that the contracted vehicle used has a current safety inspection.

5331-K: First Aid Supplies

Not Met

5331.K. There shall be first aid supplies in each provider or contracted vehicle. First aid supplies (at least one per trip) shall be available for each field trip when parents provide transportation. In lieu of a visual inspection of a contracted vehicle, a signed statement by the agency representative verifying this information is acceptable.

Finding:

7331.K (OLD TAG 5331.K.) The Provider did not have a statement signed by the contract agency's representative verifying that the contracted vehicle was equipped with first aid supplies for CONTRACT DRIVER FOR FIELD TRIP.

5331-L: Identification Information in Vehicle

Not Met

5331.L. There shall be information in each vehicle identifying the name of the director and the name, telephone number, and address of the center for emergency situations. In lieu of a visual inspection of a contracted vehicle, a signed statement by the agency representative verifying this information is acceptable.

Finding:

7331.L (OLD TAG 5331.L.) The Provider did not have a statement signed by the contract agency representative verifying that the contracted vehicle(s) used for [daily transportation, field trips] contained information in each vehicle identifying the name of the Director and the name, telephone number and address of the center for emergency situations.

5333-A: Parental Authorization for Field Trips

Not Met

5333.A. The provider shall maintain a signed parental authorization for each field trip. Field trip authorization shall include the type of service (contract vehicle, center owned vehicle, parent vehicle) used to transport children, event, location, child's name, date and time of event, parent's signature and date.

Finding:

7333.A (OLD TAG 5333.A.) In ALL children's files reviewed, the provider did not maintain a signed parental authorization for each field trip taken. DIRECTOR STATED SHE THREW AWAY FIELD TRIP PERMISSION SLIPS.

5337-A: Contract for Transportation

Not Met

5337.A. The provider shall maintain a contract which is signed by the provider and a representative of the transportation agency outlining circumstances under which transportation will be provided. This written contract shall be dated, time limited and shall include verbiage in Section 5331.

Finding:

7337.A (OLD TAG 5337.A.) The Provider contracted for transportation and there was not a contract signed by the provider and a representative of the transportation agency outlining circumstances under which transportation will be provided.