

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: Specialist reviewed the daily attendance log for children for dates 3/1/19 to 5/13/19 and the log did not include the time of arrival of each child 18 times, the departure of each child 26 times, and the name of the person to whom the child was released to 16 times.

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.B.: Based on Record Review: The center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time. Upon arrival, Specialist reviewed the staff attendance for 5/13/19 and S3, S4, S10, and S11 were present in the Center and not signed in on their time logs.

1711.C.: Posted Child to Staff Ratio in Classroom

Not Met

1711.C.: The department's form noting required child-to-staff ratios shall be posted in each room included in the center's licensed capacity.

Finding:

1711.C. Based on observations: Specialist completed walk through, and observed that all nine classrooms and the after-school area of the Center did not have a Child-to-Staff Ratio posted to include the Center's licensed capacity. S2 corrected prior to Specialist's departure from the Center.

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;

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, first day onsite working with children for staff S13, S14 and S22.

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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.&B.: Based on Record Review: S1 lacked documentation that S13, S14, and S22 received the required orientation within seven days of the first day present at the center and prior to having sole responsibility for any children, and the required training within 30 calendar days of date of hire.

1901.J.&K.: Items That Can be Harmful to Children

Not Met

1901.J.&K.: J. Items that can be harmful to children, such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils, shall kept in a locked cabinet or other secure place that ensures they are inaccessible to children.

K. Plastic bags, when not in use, regardless of purpose or use, shall be made inaccessible to children.

Finding:

1901.J.: Based on Observations: Items that can be harmful to children, such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils, were not kept in a locked cabinet or other secure place that ensures they are inaccessible to children. During walk through of the Center, Specialist observed in S9's classroom, 2 Lysol disinfectant aerosol spray bottles, a disinfectant spray bottle and an aerosol can of sunscreen accessible to thirteen 4 year old children in an unlocked sink cabinet. S9 locked the cabinet before the Specialist left the classroom.

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 observations: S1 did not have a copy of the current The Safety Box Newsletter issued by the Louisiana Office of the Attorney General posted and available for view.

1913.A.: Water Activity / Water Play Authorization

Not Met

1913.A.: The center shall obtain written parental authorization for a child to participate in any water activities or water play activities as those activities are defined in §103.

Finding:

1913.A.: Based on Record Review/Interview: S1 lacked written authorization from the parents for children to participate in water activities or water play activities as those activities are defined in Section 103. in 10 of 10 children's files reviewed. The Specialist interviewed S2 regarding authorizations on file and S2 stated the Center has not obtained releases prior to the children participating in water play activities. Specialist consulted with S2 to have releases completed prior to the children's participation.

Statement of Deficiencies

1921.A.: Emergency Preparedness and Evacuation Planning

Not Met

1921.A.: Emergency and Evacuation Plan. The director shall consult with appropriate state and local authorities and shall establish and follow a written multi-hazard emergency and evacuation plan to protect children in the event of emergencies that at a minimum shall:

1. address any potential disaster related to the area in which the center is located;
2. include procedures for sheltering in place, lockdown and evacuation to a pre-determined site for potential threats to the safety, health and well-being of children in care;
3. include specific procedures for handling infants through two year olds, including food and formula;
4. include specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs;
5. include a system to account for all children;
6. include a system, and a back-up system, for contacting parents and authorized third party release caretakers;
7. include a system to reunite children and parents following an emergency;
8. include procedures for providing information about the emergency plan to parents at the time of enrollment and when changes occur;
9. be reviewed annually for accuracy and updated as changes occur; and
10. be reviewed with all staff at least once per year.
11. practice drills shall be conducted at least twice per year to include all children and shall be documented.

Finding:

1921.A.: Based on Record Review: S1 did not have a written multi-hazard emergency and evacuation plan to protect children in the event of emergencies. The plan shall include at minimum a procedure for providing information to parents at the time of enrollment and when changes occur and include a system to account for all children, a system for contacting parents and authorized third party release caretakers, and a system to reunite children with parents when an emergency occurs.

1921.C.: Evacuation Pack

Not Met

1921.C.: Evacuation Pack

The center shall have an evacuation pack, the location of which is known to all staff, that at a minimum shall contain:

1. a list of area emergency phone numbers;
2. a list of emergency contact information and emergency medical authorization for all enrolled children;
3. an emergency pick up form;
4. first aid supplies, hand sanitizer, wet wipes, and tissue;
5. diapers for children who are not toilet trained and plastic bags for diapers;
6. a battery powered flashlight and radio and batteries or a crank flashlight and crank radio; and
7. disposable cups and bottled water.

Finding:

1921.C. Based on observations: Specialist completed a review of the Center's Evacuation pack and it did not include an emergency medical authorization for all children enrolled, a crank radio, and the water and hand sanitizer are expired and will need to be replaced.

2101.A.13.: Appropriate Driver's License

Not Met

2101.A.13.: The center shall maintain a copy of a valid appropriate Louisiana or other state-issued driver's license for all individuals who drive vehicles used to transport children, whether said drivers are staff members or contracted drivers.

Finding:

2101.A.13. Based on record review: The Provider lacked documentation that all individuals, whether said drivers are staff members or contracted drivers who drive vehicles to transport the children have a copy of a valid appropriate Louisiana or other state-issued driver's license. Specialist reviewed the staff file for S1 and it did not include a current state-issued driver's license. The most recent license available for review in S1's file expired on 8/22/16.

2107.C.: Daily Transportation Visual Vehicle Check

Not Met

2107.C.: For daily transportation services, the vehicle shall have a visual passenger check made at the completion of each trip or route, prior to the staff member exiting the vehicle.

Finding:

2107.C.: Based on Record Review: Documentation of the visual check of the vehicle was incomplete as it did not include the the signature of the person conducting the check and the time the vehicle was checked in the Center's after-school van pick up on 5/9/19.