

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 on 5/30/18, the center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 11 children were present and 0 children were signed in on the log as evidenced by specialist asked S1 for attendance log and was given a log ending for 5/18/18. S1 returned with the exact log completed for last week and this current week. S1 was advised that attendance should be taken daily upon arrival of the children. Corrected during visit.

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 on 5/30/18, the center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by specialist observed a staff log with the last sign in dated for 5/18/18. Specialist asked S1 for attendance log and for the current week and S1 had staff to complete the sign in log during the visit. Corrected during the visit.

1507-E: Daily Attendance Records - Visitors

Not Met

1507-E: A daily attendance record for all visitors to include the name, date of visit, arrival and departure times, and the purpose of the visit.

Finding:

1507-E Based on record review on 5/30/18, S1 did not maintain documentation of a daily attendance record for Visitor's to include first and last name, date of visit, arrival and departure times, and purpose of the visit. According to S1, the center do not have any visitors. I advised S1 that anyone outside of parents, grandparents and staff are considered visitors.

1509-A.3: Admissions Policy

Not Met

1509-A.3: Admission Policy to include the admission criteria.

Finding:

1509-A.3 Based on record review on 5/30/18, S1 did not have an Admission policy that included the center's admission criteria.

1509-A.4: Disclosure of Information Policy

Not Met

1509-A.4: Disclosure of Information Policy that provides notice to parents of the licensing authority of the Licensing Division and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the Department of Education website.

Finding:

1509-A.4 Based on record review on 5/30/18, S1 did not have a Policy/Procedure to provide notice to parents of the licensing authority of the Licensing Division and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the Department of Education's website.

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1509-A.8.c: Behavior Management Policy - Time Out

Not Met

1509-A.8.c: Time Out

Time out shall not be used for children under age 2.

A time out shall take place within sight of staff.

The length of each time out shall be based on the age of the child and shall not exceed 1 minute per year of age. For children over age six, a time out may be extended beyond 1 minute per year of age, if a signed and dated statement, including a maximum time limit, from the parent granting such permission, is on file at the center.

Finding:

1509-A.8.c Based on record review on 5/30/18, S1 did have a Time Out policy as part of their Behavior Management Policy however it did not clearly states ALL Time Out procedures that are used and all that are prohibited. The policy stated that the "time out" period will be determined by the teachers.

1515-A.2: Emergency Medical Treatment

Not Met

1515-A.2: Written authorization signed and dated by the parent to secure emergency medical treatment.

Finding:

1515-A.2 Based on record review on 5/30/18, 7 of 7 children's records lacked a signed and dated parental authorization to secure emergency medical treatment as evidenced by the center's family and medical information form does not have emergency authorization listed and the center does not have an additional form on file with written authorization. Specialist advised S1 that Louisiana Believes has the needed documentation with the exact wording if needed.

1711-C: Posted Child to Staff Ratio in Classroom

Not Met

1711-C: The Licensing Division 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 on 5/30/18, the Licensing Division form noting required child/staff ratios failed to be posted in each room included in the center's licensed capacity was not posted in room 303 and 305. S1 corrected during the visit.

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 on 5/30/18, the provider's end of day check included the date, time of visual check, signature of the staff conducting the visual check for future dates as evidenced by the visual check was completed for 3:00pm on 5/30/18 and 3:00pm on 5/31/18. The visual check was observed at 12:00 noon on 5/30/18. Specialist advised S1 that the visual check has to be completed daily upon verification that no children are left in the building and on the playground area it can not be completed in advance.

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.-K. Based on observations on 5/30/18, Items that can be harmful to children, such as 2 cans of disinfectant spray was under the sink in room 304 and room 305 the items were not kept in a locked cabinet or other secure place that ensures they are inaccessible to children. The Center had plastic bags that was accessible to children as evidence by in room 300, the nursery room there was a bag of plastic grocery bags under the cabinet. The cabinet was not locked and was assessible to children. There were no children present in the room and S1 removed the bags during the 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.

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Finding:

1901-Q Based on observations on 5/30/18, the Provider did not post 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General. Advised S1 that the safety box can be located on Louisiana Believes.com

1903-C: Free of Hazards

Not Met

1903-C: Indoor and outdoor areas shall be free of hazards.

Finding:

1903-C Based on observations on 5/30/18, The indoor area were not free of hazards as evidenced by in room 300, 2 of 2 outlets did not have a cover; in room 301, 1 of 2 outlets did not have a cover; in the after-school room 2 of 4 outlets did not have a cover; in the tutoring room 3 of 4 outlets did not have an outlet cover. S1 corrected and placed covers in all the outlets during the visit.

1907-A.1-2: High Chairs

Not Met

1907-A.1-2:

1. The high chair manufacturer's restraint device shall be used when children are sitting in a high chair.
2. Children who are either too small or too large to be restrained using the manufacturer's restraint device shall not be placed in a high chair.

Finding:

1907-A.1-2 Based on observations on 5/30/18, In room 303 there were 2 high chairs and the restraints were not in the chairs. There were no children currently in the chairs during the walk through. Specialist advised S1 that if the high chairs came with restraints that they are required.

1921-C: Evacuation Pack

Not Met

1921-C: 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;
7. food for children under the age of 4, including infant food and formula; and
8. disposable cups and bottled water.

Finding:

1921-C Based on observations on 5/30/18, S1 failed to have a completed evacuation pack. The provider failed to have the following: a list of area emergency phone numbers, a list of emergency contact information and emergency medical authorization for all enrolled children, an emergency pick up form, hand sanitizer, wet wipes, and tissue, food for children under the age of 4, disposable cups and bottled water.