

Statement of Deficiencies

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: Daily Attendance Records: 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 as evidenced by on 6/18/17 during inspection the Specialist observed that S1 was not present on the premises at the time that the Specialist arrived but had not been signed out on the attendance log. Specialist also observed S4 arrived to the center after the Specialist at 10:35AM and failed to sign in on the attendance log.

1515.A.1: Child Records and Cumulative Files

Not Met

1515.A.1: A cumulative file shall be maintained on each child that shall include the following records:

1. An information form signed and dated by the parent and updated as changes occur, that contains:
 - a. name of child, date of birth, sex, date of admission;
 - b. name of parents and the home address of both child and parents;
 - c. phone numbers where parents may be reached while child is in care;
 - d. name and phone number of person to contact in an emergency if parents cannot be located promptly;
 - e. name and telephone number of child's physician, if applicable;
 - f. name and telephone number of the child's dentist, if applicable;
 - g. any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable;

Finding:

1515.A.1: Child Records and Cumulative Files: Based on Record Review: On 6/8/17 during inspection the Specialist observed 1 of 5 children's records reviewed lacked the required information on the Child's Information Form as the following information was omitted on C1's Master Card; name of parents and the home address of both child and parents, phone numbers where parents may be reached while child is in care.

1703.B: Visitors - CBC/Accompanied

Not Met

1703.B: An early learning center shall obtain documentation of a satisfactory fingerprint based CBC for each visitor or independent contractor of any kind, prior to the person being present at the center or performing services for the center UNLESS the visitor or independent contractor WILL BE accompanied at all times while on the center premises by an adult, paid, staff member who is not being counted in child to staff ratios, and the center shall have copies of said documentation on-site at all times and available for inspection upon request by the Licensing Division.

1. Documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied a visitor or independent contractor at all times while the visitor or contractor was on the center premises shall include the date, arrival and departure time of the visitor or contractor, language stating that the visit or 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:

1703.B: Visitors- CBC/Accompanied: Based on record review: On 6/8/17 during inspection the Specialist observed that a satisfactory fingerprint based CBC was not obtained for each independent contractor, prior to the person being present at the center or performing services as evidence by: on 4/4/17 O1 was present in the center from 9:43a to 10:30a, O12 was present in the center on 1/19/17 from 10:50a-11:15a and 4/28/17 from 10:00a-10:30a. The Center did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied independent contractors O1 and O2 at all times while they were on the center premises. Documentation did not include the language stating that they were accompanied by the staff member at all times while on the premises, and signature of the staff member.

Statement of Deficiencies

1711-A-B-D-G: Child to Staff Ratio

Not Met

1711-A-B-D-G: A. Child to staff ratios are established to ensure the safety of all children.

B. Minimum child to staff ratios shall be met at all times.

1. There shall be a minimum of two staff members present at an early learning center when more than one child is present.
2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.

D. Minimum Child to Staff Ratios for Type II and Type III centers:

Ages of Children		Ratio
Infants under 1 year		5:1
1 year	7:1	
2 years		11:1
3 years	13:1	
4 years		15:1
5 years		19:1
6 years and up		23:1

G. Mixed Age Groups - Minimum Child to Staff Ratios

1. An average of the child to staff ratios may be applied to mixed age groups of children ages 2, 3, 4 and 5
2. Child to staff ratios for children under age two are excluded from averaging.
3. When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
4. An average may be applied to a mixed age group consisting only of children ages 5 and older.

Finding:

1711-A-B-D-G: Child to Staff Ratio: Based on observations: On 6/8/17 the center failed to meet the required child to staff ratio for children of the following ages: 1 y/o. 8 children ages 1-4 y/o were with 1 staff. When the Specialist arrived in the center S2 was supervising 8 children ages 1-4 y/o. S3 later entered the room and stated that she was monitoring the children as well. When the specialist arrived only S2 and S3 were on the premises. S4 arrived after the Specialist at 10:35a. The required ratio for children of this age is 7 children per 1 staff person. There should have been two staff in the room with the children age range 1-4 y/o.

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: copy of a state or federal government issued photo identification;

Finding:

1715-A.2 Base: Photo Identification: Based on record review: On 6/8/17 during inspection the center did not have a copy of S5 and S6's State or federal government issued photo Identification available for review.

1715-A.5: State Central Registry

Not Met

1715-A.5: Personnel files for each staff member shall be maintained at the center and shall include the following: documentation of a current, completed state central registry disclosure form indicating no justified (valid) finding of abuse or neglect by the DCFS, or a current determination from the DCFS indicating that the individual does not pose a risk to children.

Finding:

1715-A.5: State Central Registry: Based on record review: On 6/8/17 during inspection the center failed to have documentation of a completed state central registry disclosure form (SCR 1) on site and available for review at the center prior to a previously completed form expiring (1705.B). 1 of 5 staff, S1 failed to have documentation of a valid completed form.

Statement of Deficiencies

1719-A.-B.: Orientation Training

Not Met

1719-A.-B.: Within seven calendar days of date of hire, 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,

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;

Finding:

1719-A.-B. Based on record review: On 6/8/17 during inspection the Specialist observed that the center lacked documentation that 5 of 6 staff, S2, S3, S4, S5 and S6, received additional orientation within seven days

S2 was hired on 7/11/16 and should have completed training on or by 7/18/16, S3 was hired on 8/29/16 and should have completed training on or by 9/5/16, S4 was hired on 9/14/16 and should have completed training by 9/21/16, S5 was hired on 8/8/16 and should have completed training on or by 8/15/16, S6 was hired on 7/11/16 and should have completed training on or by 7/18/16.

1719-A.-B. Based on record review: On 6/8/17 during inspection the Specialist observed that the center lacked documentation that 5 of 6 staff, S2, S3, S4, S5 and S6, received additional orientation within thirty days of date of hire.

S2 was hired on 7/11/16 and should have completed training on or by 8/11/16, S3 was hired on 8/29/16 and should have completed training on or by 9/29/16, S4 was hired on 9/14/16 and should have completed training by 10/14/16, S5 was hired on 8/8/16 and should have completed training on or by 9/8/16, S6 was hired on 7/11/16 and should have completed training on or by 8/11/16.

The S2, S3, S4, S5 and S6 had incomplete orientation forms.

1907-B.1-4: Eating Practices

Not Met

1907-B.1-4:

1. Developmentally appropriate seating shall be used.
2. Chairs and tables of suitable size shall be available for each child.
3. Feeding tables may be used at mealtimes, if children's feet are able to rest comfortably on a foot rest.
4. Feeding tables may also be used for occasional program activities that require a table surface for no longer than 30 minutes in one day in addition to mealtime minutes.

Finding:

1907-B.1-4: Eating Practices: Based on observations: On 6/8/17 during inspection the specialist observed C4 in the feed table eating his lunch without available foot rest.

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

Not Met

1919-A&B: 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) and 7 C.F.R. 226.20 and the Louisiana Sanitary Code, Title 51, Part XXIII, found at LAC 51:XXXIII. For the current CACFP meal patterns, contact the Louisiana Department of Education, Division of Nutrition Support.

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: A.&B.: Food Service and Nutrition: Based on Record review: On 6/8/17 during inspection the center failed to have a current weekly menu posted. S1 provided a updated menu before the inspection was completed.

Statement of Deficiencies

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: Tornado Drills: Based on record review: On 6/8/17 during inspection the Specialist observed that the center failed to have a tornado drill for the months of April and May of 2017. Tornado drills are to be completed for the months of March, April, May, and June of each year.
