

## Statement of Deficiencies

### 713.A: Office of Public Health, State Fire, City Fire, Office of Early Childhood approval

Not Met

713.A: Current approvals by the Office of Public Health, Office of State Fire Marshal, City Fire (if applicable), Office of Early Childhood and the Licensing Division shall be required before the expiration of an existing license.

**Finding:**

713.A Based on record review: The Provider lacked documentation of a current annual inspection and approval from State Fire Marshal. The date of the last approval is 5/22/2017. Provider was not able to locate the last State Fire approval dated 5/22/2017.

### 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: The Provider 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's website.

**Finding:**

1509-A.4 Based on record review: The Provider 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.

### 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/record review: The Provider did not post a current copy of 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General. The most current copy of the Safety Box posted at the center was dated 2013/ 2014.

### 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 <b>posted</b> throughout the week; and
3. have substitutions or additions posted on or near the menu.

**Finding:**

1919- A & B : The Current weekly menu listing specific food items served for each day of the week was not prominently posted by the first day of each week and remain posted throughout the week. Centers weekly menu posted did not reflect the correct dates for week 6/11/2018-6/15/2018. The menu posted was dated 6/18/18- 6/22/2018. S2 states the weekly menu posted had the incorrect dates documented as "she accidentally documented the incorrect dates" . S2 corrected the dates on the menu to reflect the correct dates.

### 1919-C: Food Allergies and Special Diets

Not Met

1919-C: Information regarding food allergies and special diets of children shall be posted in the food preparation area with special care taken to ensure that individual names of children are not in public view. If a parent chooses to allow the center to post the child's name and allergy information in public view, the center shall obtain a signed and dated authorization from the parent.

**Finding:**

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1919-C: Based on Record review and Observation: Information regarding food allergies and special diets of children were not posted in the food preparation area as specialist review of C1's master card indicated C1 could not have eggs. Information regarding C1's allergy or special diet was not posted in the food preparation area. Specialist review of centers menu for week 4/2/18 - 4/6/18 and 5/14/18 - 5/18/18 indicated eggs were served for breakfast on 4/6/2018 and 5/15/2018 at which time attendance records verify C1 arrived to the center and was in attendance during breakfast. S2 could not provide any documentation to verify C1 either was not served breakfast, was not served eggs for breakfast or a substitution was given. Specialist was only able to review the above dates as no other menu documentation was available for review.

### 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;
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: The provider failed to conduct and document practice drills at least twice per year.

### 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;
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: Based on observations, the provider failed to have a completed evacuation pack. The provider failed to have the following: radio and batteries.