

## Statement of Deficiencies

### 1103.A.-D.: Critical Incidents and Required Notifications

Not Met

1103.A.-D.: An early learning center shall make immediate notification to emergency personnel, law enforcement as applicable, and other appropriate agencies for the following types of critical incidents involving children in care:

1. death;
  2. serious injury or illness that required medical attention;
  3. reportable infectious diseases and conditions listed in LAC 51.II.105; and
  4. any other significant event relating to the health, safety, or well-being of any child, including but not limited to a lost child, an emergency situation, fire or other structural damage, or closure of the center.
- B. The parent shall be contacted immediately following any immediate notifications made under Subsection A.
- C. The department and other appropriate agencies shall be notified via email within 24 hours of the incident.
- D. The department shall be notified by written report within 24 hours of the incident or the next business day. This written notification shall be made on the department's Critical Incidents Report Form and shall contain all information requested on the form.

#### Finding:

1103.A.-D. Based on interview(s)/record review: During the visit in the Center on 6/27/19 at 5:45pm, S1 informed the Specialist of a Critical Incident where C11, age two, was left on the toddler play yard unsupervised. Specialist interviewed S9 while in the Center on 7/1/19 at 1:15pm. and was informed that on Wednesday, 6/5/19, C11 was left on the play yard unattended for approximately four minutes. S9 states S10 was the supervising staff person who failed to re-enter the building from the play yard with all of the children in her care. S9 reports that the Center was alerted of the child being left on the play yard by a business neighbor. S9 failed to make notification in writing to the Department and Child Welfare of the Critical Reportable Incident within 24 hours of the incident occurring. S9 completed appropriate reporting to the Department and Child Welfare during Specialist visit on 7/1/19 at 3:00pm.

### 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: While in the Center on 6/27/19 at 5:00pm, the Specialist reviewed the daily attendance log for children from 5/1/19 to 6/27/19, and the log did not include departure time of each child sixteen times and the name of the person to whom the child was released to twelve times.

### 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.: Based on observations/interviews: S1 failed to meet the required child to staff ratio as evidenced, while walking through the Center on 7/1/19 at 12:00pm, Specialist observed S4 in the classroom with 7 infants and 2 one year old children. Specialist asked where the additional staff person

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was and S4 responded that S6 was in the restroom. Specialist observed S6 appear from the locked bathroom after S4 requested she return to the classroom. The required ratio for infants is 5 children per one staff person. S6 needed to remain in the classroom for ratio to be met at all times.

### 1711.H.: Rest Time - Minimum Child to Staff Ratio

Not Met

1711.H.: Rest Time - Minimum Child to Staff Ratios

1. Sufficient staffing needed to satisfy child to staff ratios shall be present on the premises during rest time and available to assist as needed.
2. Children ages one and older may be grouped together at rest time with one staff member in each room supervising the resting children.

#### Finding:

1711.H. Based on observations: S1 did not have the required staffing present in the building during rest time to satisfy child/staff ratio as evidenced during Specialist's walk through of the Center on 6/27/19 at 12:15pm, Specialist observed S2 and S3 with thirty-two children, age 2-6, present and resting in adjoining rooms. S1 would need one additional staff present on the premises to have sufficient staffing to satisfy child to staff ratios for this group of children during rest time.

### 1713.A.&B.&C.: Supervision

Not Met

1713.A.&B.&C.: A: Children shall be supervised at all times in the center, on the playground, on field trips, on non-vehicular excursions, and during all water activities and water play activities.

B: Children shall not be left alone in any room, (except the restroom as indicated in Subsection G or when being provided services by therapeutic professionals as defined in 103), outdoors, or in vehicles, even momentarily, without staff present.

C: A staff person shall be assigned to supervise specific children whose names and whereabouts that staff person shall know and with whom the staff person shall be physically present. Staff shall be able to state how many children are in their care at all times.

#### Finding:

1713.A.C.: Based on interview(s): During the visit in the Center on 6/27/19, S1 informed Specialist of an incident that occurred on 6/5/19, where S10 left C11 on the toddler play yard unsupervised after the class entered the building. S1 stated the business neighbor alerted the Center, at 10:30am, that C11 was on the play yard alone. Specialist interviewed S9, Director, on 7/1/19 and she stated C11 was left in the fenced in play yard unsupervised for approximately four minutes before C11 was brought back into the building by S1.

### 1915.B.&C.: Health Services - Parental Notification

Not Met

1915.B.&C.:

B. Reporting. Incidents, injuries, accidents, illnesses, and unusual behavior shall be documented and reported to the parent no later than when the child is released to the parent or authorized representative on the day of the occurrence.

C. Immediate Notification. The parent shall be immediately notified in the following circumstances:

1. blood not contained in an adhesive strip;
2. head or neck or eye injury;
3. human bite that breaks the skin;
4. animal bite;
5. impaled object;
6. broken or dislodged teeth;
7. allergic reaction skin changes (e.g. rash, spots, swelling, etc.);
8. unusual breathing;
9. symptoms of dehydration;
10. temperature reading over 101° oral, 102° rectal, or 100° axillary; or
11. injury or illness requiring professional medical attention.

#### Finding:

1915.B.: Based on record review/interview: During the visit on 7/1/19 at 1:30pm, the Specialist requested to review the Incident Report provided to O1 for an incident which according to S9, occurred on 6/5/19 at 10:30am. S9 reports S10 left C11 on the play yard unsupervised for approximately four minutes. S9 did not have documentation of the incident and did not have documentation of immediate notification provided to C11's parent.

### 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:

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1921.E. Based on record review: During the visit in the Center on 6/27/19, the Specialist reviewed Tornado Drill records at 4:30pm and S9 did not have documentation of at least one tornado drill conducted during the months of March 2019 and May 2019.

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### **2109.B.: Non-vehicular Excursions - Records**

**Not Met**

2109.B.: Centers shall maintain records of all non-vehicular excursion activities to include the date, time, list of children, staff, and other adults, and type of activity.

#### **Finding:**

2109.B.: Based record review: Specialist reviewed the non-vehicular record on 6/27/19 at 2:30pm, and S9 did not maintain a record of all non-vehicular excursion activities. S9's record of non-vehicular, off-site activities was incomplete as it did not include the date, time, list of children, staff, and other adults for the two year class, and the time, list of children, staff, and other adults for the three and four year old classes for the non-vehicular excursion activities completed in the front parking lot of the Center on 6/19/19 with the Police Officers and police car, and on 6/21/19 with the Fireman and fire truck.

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