

## 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.: Critical Incidents and Required Notifications: Based on record review/interview(s) on 7/2/19, the center failed to immediately notify the parents of C1, C2, C3, C4, C5, C6, C7, C8, C9, C10, C11 and C12 of the following critical incident: On 5/28/19, S1 was notified that S11 backed the center van into a parked car. S1 stated that S11 contacted her about the accident. S1 stated that she traveled from the center to the location of the accident, The Grande Theater of Alexandria. S1 stated that S11 then contacted the police to complete a report. S1 stated that the incident occurred on 11:56 AM on 5/28/19 and the first parent was not contacted until 1:00 PM, which was an hour and 4 minutes after S1 found out about the incident.

### 1711.J.: Field Trip - Minimum Child to Staff Ratio

Not Met

1711.J.: Field Trips - Minimum Child to Staff Ratios

1. Minimum child to staff ratios, plus one additional adult, shall be met for all field trips.
2. An adult staff member from the center shall be present with each group of children.
3. At no time shall a child or group of children be left alone without an adult staff member present unless the child is supervised by the parent of the child or designated representative authorized in writing by the parent.

#### Finding:

1711. J.Field Trip-Minimum Child to Staff Ratio: Based on record review/interview(s) on 7/2/19, S1 did not meet the required child/staff ratio plus one additional adult for the Field trip that took place on 5/28/19. According to the field trip log, there were 25 children ages 5-11 y/o with 2 staff. On 5/28/19, S3 and S11 took 25 children ages 5-11 y/o to the Grand Theater of Alexandria. S3 and S11 were within ratio (21 to 1) for the age range of children present but lacked an additional staff to meet the field trip minimum child to staff ratio. The center should have had 3 staff accompanying the 25 children that attended the field trip on 5/28/19.

### 2103.D.: Vehicle Staff

Not Met

2103.D.: Vehicle Staff

1. When transporting children under age 4, the driver and one staff person shall be in each contracted or center provided vehicle at all times.
2. When transporting children age 4 and older, the driver plus one staff member shall be in each contracted or center provided vehicle at all times, unless the vehicle has a communication device which allows the driver to contact emergency personnel, in which case only the driver is needed.
3. At least one staff member on the vehicle and accessible to children shall have current certification in infant and child CPR.

#### Finding:

2103.D.:Vehicle Staff: Based on record review on 7/2/19, there was not at least one staff member in the vehicle with current certification in infant and child CPR as evidenced by on 5/28/19, S3 stated that she was present on the field trip to the Grand Theater of Alexandria. S3 stated that she was the driver of the second van with 13 children present ages 5-11 y/o. S3 failed to have a current child, infant and adult CPR and First Aid certification on 5/28/19. S3 obtained her child, infant, and adult CPR and First Aid certification on 5/29/19.

### 2105.E.: Field Trip - Record

Not Met

2105.E.: A written record for each field trip shall be maintained and shall include the following:

1. date, destination(s) and method of transportation;
2. names of all the children being transported in each vehicle;
3. names of the driver, staff members and other adults being transported in each vehicle;
4. names of other adults who joined the field trip at the destination(s) to assist with supervision of children; and
5. the presence of each child each time the children enter or exit the vehicle.

#### Finding:

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2105.E.: Field Trip- Record: Based on record review/interview(s) on 7/2/19, the center's record of all field trips taken was inaccurate as it did not include the name of the driver of Van #2 on 5/28/19. The record identified that S1 was the driver of the second van but S3 identified that she drove Van #2 on 5/28/19 and attended the field trip to The Grande Theater of Alexandria. S1 stated that she documented her name of the field trip record by accident. S3 corrected the Van #2 field trip log for 5/28/19 prior to the Specialist leaving the center.

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