

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 daily attendance record for children failed to always accurately reflect the children who were on the premises as attendance record for infant room indicated 7 infants present however only 6 were in attendance; 1 child had reportedly been checked out; and 22 children were in attendance in three year old class however only 21 were signed in.

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 Staff attendance record failed to accurately reflect the staff on the premises on this date as 1 of 3 staff (S10) was away from premises on lunch break however had failed to sign out.

1507-C: Daily Attendance Records - Independent Contractors

Not Met

1507-C: A daily attendance record for all extracurricular personnel, therapeutic professionals and other independent contractors, to include the first and last name, date of visit, arrival and departure times, and purpose of the visit.

Finding:

1507-C Based on record review time of departure failed to be completed for independent contractors who visited the center on 6/13/18, 5/11/18, and 3/9/18.

1713-J: Rest Time Supervision

Not Met

- 1713-J: 1. If two rooms share a common doorway, one staff member may supervise the resting children in both rooms.
2. If the view of the staff supervising the children is obstructed by an object such as a low shelving unit, children shall be checked by sight by staff circulating among the resting children.

Finding:

1713-J Based on observations each child failed to be in direct view of S5 who was supervising children who were located in 2 rooms. View was noted to be obstructed for children who were along side wall behind a kitchen play set.

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 though center was in operation and open, there failed to be evidence that visual check of center was completed 7/2/18 and 7/3/18.

1903-C: Free of Hazards

Not Met

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

Finding:

1903-C Based on observations center failed to be maintained free of hazards as evidenced by : * safety plug was missing from 1 outlet in lunchroom, 1 outlet and surge protector in tv room, and 1 outlet in three year room; **fence wire torn and protruding in play yard and could cause hazard as it is within reach of children.

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2101-A.13: Appropriate Driver's License

Not Met

2101-A.13: The center shall maintain a copy of a valid appropriate Louisiana or other state-issued driver's license for all individuals who drive vehicles used to transport children, whether said drivers are staff members or contracted drivers.

Finding:

2101-A.13 Based on record review there failed to be evidence of current driver's license for S10 and contract driver for summer field trips.

2101-A.15: Transportation - Contract to Provide Transportation

Not Met

2101-A.15: Centers using contract transportation shall maintain a copy of the written contract that includes an express provision stating that the contractor shall comply with all state laws and regulations, as amended, regarding motor vehicles, including but not limited to seat belts and child restraints.

Finding:

2101-A.15 Based on record review center failed to have a contract as required for the transportation services furnished by Caddo Parish School Board for the center's summer field trips provided.
