

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 on 7/8/19 at 12:45pm, the center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 28 children were present and 13 children were signed in on the log. S1 stated they have a new computer and have been having issues. L/S advised S1 that a paper copy of children's daily attendance can be retrieved from louisianabelieves.com.

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;
 - h. any special dietary needs, restrictions or food allergies or intolerances, if applicable. See Paragraph 4;

Finding:

1515.A.1. Based on record review/observations on 7/8/19 at 1:00pm S1 failed to have a children's record for 1 of 28 children. C1 is the child of S4 and was present in the center because S4's babysitter failed through for the day. C1 is not a daycare child. S1 created a file for C1 to have on file in the future.

1515.A.2.: Emergency Medical Treatment

Not Met

1515.A.2.: Written authorization signed and dated by the parent to secure emergency medical treatment;

Finding:

1515.A.2. Based on record review on 7/8/19 at 1:00pm C1's children's record lacked a signed and dated parental authorization to secure emergency medical treatment. C1 is the child of S4 and was present in the center because S4's babysitter failed through for the day.

1515.A.3.: Releasing of Children

Not Met

1515.A.3.: Written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center.

- a. The parent may further authorize additional individuals via a text message, fax or email to the center in unplanned situations and follow it with a written authorization.
- b. A child shall never be released to anyone unless authorized in writing by the parent.
- c. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
- d. The center shall verify the identity of the authorized person prior to releasing the child.

Finding:

1515.A.3. Based on record review on 7/8/19, the provider did not have written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center. C1 is the child of S4 and was present in the center because S4's babysitter failed through for the day. C1 is not a daycare child. S1 created a file for C1 to have on file in the future.