

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 7/11/18, the daily attendance log for children did not include the time of arrival of each child as LS observed 61 out of 63 children were documented on today's daily attendance log. S1 and S16 were able to verify the additional children during the center visit.

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;

Finding:

1515.A.1 Based on record review on 7/11, 17 of 19 children's records reviewed lacked the required information on the Child's Information Form as the following information was omitted: date of admission as LS did not observe this information during the center visit.

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 7/11/18, 2 of 19 children's records lacked a signed and dated parental authorization to secure emergency medical treatment as LS did not observe this information in C16 and C17's file during the center visit.

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-G Based on record review on 7/11/18, S1 did not have at a minimum of 2 child care staff present at an early learning center when more

Statement of Deficiencies

than one child is present as LS observed C16 (age 5), C17 (age 6), and C18 (age 9) were all signed in at 6:00 am on 4/5/18. C19 (age 5) also signed in at 6:15 am. LS observed S8 signed in at 6:18 am, S2 signed in at 6:16 am, S12 signed in at 6:36 am, and S1 arrived at 7:59am on 4/5/18. LS observed S13 signed all three children in but was observed signing in at 10:08 am, therefore, no staff members were present per center documentation.

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), 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&B: Based on record review on 7/11/18, children were not under supervision at all times as LS observed on 4/5/18, C16, C17, and C19 were all signed in at 6:00 am, and C18 was signed in at 6:15 am. LS observed all children were signed in by S13 per center documentation but S13 signed in at 10:08 am. S2 signed in at 6:16 am and S8 signed in at 6:18am, therefore, per center documentation children were not supervised at all times.

1717-A: Independent Contractors Records

Not Met

1717-A: Independent Contractors. The following information shall be maintained for all independent contractors, including but not limited to therapeutic professionals, extracurricular personnel, contracted transportation drivers, Department of Education, Office of Early Childhood staff and local school district staff:

1. an information form that includes the person's name, address and phone number
2. a list of duties performed while present at the center; and
3. documentation of a CCCBC-based determination of eligibility for child care purposes from the department or documentation of the adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was at the center when children were present, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while at the center when children were present, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review on 7/11/18, S1 did not have documentation on file for O1 that included person's name, address, phone number, list of duties performed while at the center as LS observed O1 (Early Steps Personnel) was present on the center premises on 4/23/18, from 7:30 am - 8:20 am. S1 did not have documentation of a CCCBC-based determination of eligibility for child care purposes from the department for O1 as S1 was unable to provide this information for LS review. S1 also failed to provide information stating a staff not included in child to staff ratio accompanied O1 while on the center premises.

1725-A.-D.: Medication Management Training

Not Met

1725-A.-D.: A. All staff members who administer medication shall have medication administration training.

B. Whether administering medication or not, each early learning center shall have at least two staff members trained in medication administration.

C. Such training shall be completed every two years with an approved Child Care Health Consultant.

D. A licensed practical nurse (LPN) or registered nurse (RN) with a valid nursing license shall be considered to have medication administration training.

Finding:

1725-A.-D. Based on record review on 7/11/18, the staff person, S1, administering medication did not have current documentation of training in medication administration completed with an approved Child Care Health Consultant. Training is required every two years and the staff's training expired 10/19/2017. LS observed S1 administered medication to the following children on the following days:

S1 administered C11 Hydroxyzine 4ml at 11:00am on 1/29/18, 1/31/18, 2/1/18, 2/2/18, and 2/3/18.

S1 administered C12 Tylenol 5ml and Motrin 5ml on 3/19/18 at 11:00 am, 3/20/18 at 2:30 pm, 3/21/18 at 2:30 pm, 3/22/18 at 11:00 am, 3/22/18 at 2:30 pm, 3/23/18 at 11:00 am, and 3/23/18 at 2:30 pm.

S1 administered C13 Tylenol 3.75ml on 4/10/18 at 11:00 am and 3:00 pm, 4/11/18 at 11:00 am and 3:00 pm, 4/12/18 at 11:00 am and 3:00 pm.

S1 administered C15 Amoxicillin 8ml on 4/24/18 at 9:00 am, 4/25/18 at 9:00 am, and 4/26/18 at 9:00 am.

S1 administered C14 Amoxicillin 8ml on 4/24/18, 4/25/18, and 4/26/18 at 9:00am.

S1 administered C13 Tylenol 5ml on 5/24/18 and 5/25/18 at 11:00 am and 3:00 pm, 5/29/18 - 5/31/18 at 11:00 am and 3:00 pm.

Statement of Deficiencies

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 record review on 7/11/18, S1 did not post a current 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General as LS observed the July-September 2016 Safety Box newsletter posted.

1913-E: Water Activities - Safety Procedure

Not Met

1913-E: The center shall have written procedures describing the method staff shall use to account for children and ensure their safety while engaged in water activities.

Finding:

1913-E Based on record review on 7/11/18, the center did not have a written procedures describing the method staff shall use to account for children and ensure their safety while engaged in water activities as S1 did not have this information readily available for LS review. S16 provided LS with the safety procedure during the center visit.

1917-B: Medication Authorization - Required Container/Packaging

Not Met

1917-B: Required Container/Packaging

1. For prescription medication to be administered at the center, the center shall maintain the original pharmacy container with the complete pharmacy label.
2. For non-prescription medication to be administered, the center shall maintain the original bottle packing for the medicine or a printed document from the manufacturer's website, which shall include the drug name and strength and clear directions for use.

Finding:

1917-B.2: Based on record review on 7/11/18, S1 did not have the original bottle packing for the medicine or a printed document from the manufacturer's website, which shall include the drug name and strength and clear directions for use on non-prescription medication to be administered by the center as LS observed S1 administer C13 (1 yr old) Tylenol 3.75ml on 4/10/18, 4/11/18, and 4/12/18 and failed to have a printed document or original bottle for LS review.

1917-D: Medication Authorization - Non-Prescription Medication

Not Met

1917-D: If a non-prescription medication label reads "consult a physician", the early learning center shall also maintain a written authorization from a licensed health care provider for the child to take the medicine.

Finding:

1917-D Based on record review on 7/11/18, for non-prescription medication labeled consult a physician, the early learning center did not have a written authorization from a licensed health care provider for C13 to take the medicine as LS observed S1 administered C13 (1 yr old) Tylenol 3.75ml on 4/10/18 at 11:00 am and 3:00 pm, 4/11/18 at 11:00 am and 3:00 pm, 4/12/18 at 11:00am and 3:00 pm and failed to provide authorization from a licensed health care provider for LS review.