

## Statement of Deficiencies

### 1501-A: Operations

Not Met

1501-A: A center shall operate within the licensed capacity, age range, hours of operation and other specific services designated on its license.

#### Finding:

NEW 1501-A Based on record review: The director made changes that had an effect on the license as the provider is licensed to care for children ages 6 weeks to 12 years old and a child, C1 age 13 years old, was observed on the childcare premises during the licensing inspection.

### 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:

NEW 1507-A Based on record review: The daily attendance log for children did not include the last names of the children for attendance logs reviewed from 6/26/17 to 7/12/17. On 6/26/17, the time of departure for 22 children and the name of the person to whom 22 children were released was not documented and name of the person to whom 12 children were released on 7/3/17 was not documented.

### 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:

NEW 1507-B Based on record review: The center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by on 6/29/17, S1, S3, S4 and S5 did not document their times of arrival and departure .

### 1509-A.1: Child Abuse and Neglect Policy

Not Met

1509-A.1: Child Abuse and Neglect Policy

- a. As mandated reporters, all staff and owners shall report any suspected abuse or neglect of a child to the Louisiana Child Protection Statewide Hotline 1-855-4LA-KIDS (1-855-452-5437);
- b. An early learning center shall not delay the reporting of suspected abuse or neglect to the Child Protection Statewide Hotline in order to conduct an internal investigation to verify the abuse or neglect allegations; and
- c. An early learning center shall not require staff to report suspected abuse or neglect to the center or management prior to reporting it to the Child Protection Statewide Hotline.

#### Finding:

NEW 1509-A.1 Based on observations: The provider did not have a policy requiring all center staff and owners (mandated reporters) to report any suspected abuse or neglect of a child to the Louisiana Child Protection Statewide Hotline 1-855-4LA-KIDS (1-855-452-5437).

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### 1509-A.8. a-b: Behavior Management Policy

**Not Met**

#### 1509-A.8. a-b: Behavior Management Policy

Each center shall develop and implement a written behavior management policy describing the methods of behavior guidance and management that shall be used at the center.

The behavior management policy shall prohibit children from being subject to any of the following:

- i. physical or corporal punishment which includes but is not limited to yelling, slapping, spanking, yanking, shaking, pinching, exposure to extreme temperatures or other measures producing physical pain, putting anything in the mouth of a child, requiring a child to exercise, or placing a child in an uncomfortable position.
- ii. verbal abuse, which includes but is not limited to using offensive or profane language, telling a child to "shut up", or making derogatory remarks about children or family members of children in the presence of children;
- iii. the threat of a prohibited action even if there is no intent to follow through with the threat;
- iv. being disciplined by another child;
- v. being bullied by another child;
- vi. being deprived of food or beverages;
- vii. being restrained by devices such as high chairs or feeding tables for disciplinary purposes; and
- viii. having active play time withheld for disciplinary purposes, except timeout may be used during active play time for an infraction incurred during the playtime.

#### Finding:

NEW 1509-A.8. a-b Based on record review: The center's behavior management policy (discipline policy) did not include all the methods of discipline used at the center as S1 stated talking to the child and move to another classroom are used for discipline.

### 1509-A.8.c: Behavior Management Policy - Time Out

**Not Met**

#### 1509-A.8.c: Time Out

- i. Time out shall not be used for children under age 2.
- ii. A time out shall take place within sight of staff.
- iii. The length of each time out shall be based on the age of the child and shall not exceed 1 minute per year of age.
- iv. For children over age six, a time out may be extended beyond 1 minute per year of age, if a signed and dated statement, including a maximum time limit, from the parent granting such permission, is on file at the center.

#### Finding:

NEW 1509-A.8.c Based on record review: The provider did not have a Time Out policy as part of their Behavior Management Policy that clearly states ALL Time Out procedures that are used and all that are prohibited.

### 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:

NEW 1711-A-B-D-G Based on record review: The provider did not have at a minimum of 2 child care staff present at an early learning center when

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more than one child is present as per documentation of the staff and children's attendance log on 6/27/17, one staff ,S4, was present with 11 children from 5:00pm to 6:00pm, on 6/28/17 from 6:00am to 7:32am, one staff, S3, present with nine children until another staff, S4 arrived at 7:32am and from 5:00pm to 6:00pm one staff,S4, present with 10 children. Also on 7/3/17 per documentation of the staff and children attendance logs, one staff, S4, present with 12 children from 2:30pm to 6:00pm.

### 1711-C: Posted Child to Staff Ratio in Classroom

Not Met

1711-C: The Licensing Division form noting required child to staff ratios shall be posted in each room included in the center's licensed capacity.

#### Finding:

NEW 1711-C Based on observations: The Licensing Division form noting required child/staff ratios failed to be posted in each room included in the center's licensed capacity as no child/staff ratio chart is posted in the infant room.

### 1715-A.2: Photo Identification

Not Met

1715-A.2: Personnel files for each staff member shall be maintained at the center and shall include the following:  
copy of a state or federal government issued photo identification;

#### Finding:

NEW 1715-A.2 Based on record review: The center did not have a copy of State or federal government issued photo Identification available for review 5 of 5 staff, S1, S2, S3, S4 and S5.

### 1715-A.4: Criminal Background Check

Not Met

1715-A.4: Personnel files for each staff member shall be maintained at the center and shall include the following:  
documentation of a fingerprint based satisfactory criminal background check

#### Finding:

NEW 1715-A.4 Based on record review: The provider did not obtain documentation of a satisfactory criminal background on S5 prior to S5 being present in the childcare facility (1703.A) S5 date of hire is 6/2/17 and cbc is dated 6/8/17.

### 1715-A.5: State Central Registry

Not Met

1715-A.5: Personnel files for each staff member shall be maintained at the center and shall include the following:  
documentation of a current, completed state central registry disclosure form indicating no justified (valid) finding of abuse or neglect by the DCFS, or a current determination from the DCFS indicating that the individual does not pose a risk to children.

#### Finding:

NEW 1715-A.5 Based on record review: The provider failed to have documentation of a completed state central registry disclosure form (SCR 1) on site and available for review at the center prior to a previously completed form expiring (1705.B) 1 of 5 staff, S3. S3 failed to have documentation of the completed form. S3's form expired on 2/25/17.

### 1719-A.-B.: Orientation Training

Not Met

1719-A.-B.: Within seven calendar days of date of hire, and prior to assuming sole responsibility for any children, each staff member shall receive orientation to the policies and practices of the center that at a minimum shall include:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices,

Within 30 calendar days of date of hire, each staff member shall receive orientation to the additional policies and practices of the center that at a minimum shall include:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention;

#### Finding:

NEW 1719-A.-B. Based on record review: The provider's orientation form on S5 hired 6/2/17 did not have documentation that S5 received orientation

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on the following topics within 30 days of hire: licensing regulations, safe sleep practices, child development, child guidance, learning activities and shaken baby prevention.

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### **1901-O: Alcohol, Tobacco, etc. Prohibited**

**Not Met**

1901-O: The center shall prohibit the use of alcohol and tobacco and the use or possession of illegal substances, unauthorized potentially toxic substances, fireworks and firearms, and pellet and BB guns on the center premises and notice to this effect shall be posted.

#### **Finding:**

NEW1901-O Based on interview: The use of tobacco was not prohibited on the childcare premises as S2 stated she lights a cigarette in her car to smoke prior to leaving the childcare premises.

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### **1907-E.2: Cribs Free of Toys and Other Soft or Loose Bedding**

**Not Met**

1907-E.2: Cribs shall be free of toys and other soft or loose bedding, including comforters, blankets, sheets, bumper pads, pillows, stuffed animals and wedges when the child is in the crib.

#### **Finding:**

NEW 1907-E.2 Based on observations: The center's cribs were not free of soft or loose bedding (including comforters, blankets, sheets, bumper pads, pillows, stuffed animals and wedges) while the child was in the crib as evidence by specialist observed 3 of 5 infants sleeping with loose blankets in the cribs. Also one infant was observed sleeping on a pillow in the crib. Corrected during the licensing inspection

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