

Statement of Deficiencies

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/interview(s):

Documentation of a daily attendance record for the center's staff, to include the time of arrival and departure, was not maintained during the summer hours of operation. S1 stated all staff signs in electronically during the school year but they do not sign in during the summer time electronically or on a paper log.

1509-A.5: Complaint Policy

Not Met

1509-A.5: Complaint Policy

Parents shall be advised of the licensing authority of the Licensing Division along with the current telephone number and email address. Parents shall also be advised that they may call or write the Licensing Division should they have significant, unresolved licensing complaints.

Finding:

1509-A.5 Based on record review/observations: Provider did not have a policy/procedure to advise Parents of the licensing authority of the Licensing Division along with the current telephone number and email address. Parents shall also be advised that they may call or write the Licensing Division should they have significant, unresolved licensing complaints.

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: 3 of 4 Children's records, C1, C2 and C4, lacked a signed and dated parental authorization to secure emergency medical treatment.

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 of this Section or when being provided services by therapeutic professionals, as defined in 103), 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 & C Based on observation: Children were not under supervision at all times as Specialist observed S3 caring for two infants during the licensing visit. S3 continually came out of the infant room to warm water for bottles for the two infants, warm food, put one infant into the feeding table in the eating area while leaving the other infant in the infant room and leaving infants in the room to open the front door for lunch to be delivered to the center.

1715-A.1.3.: Staff Records and Personnel Files

Not Met

1715-A.1.3.: Personnel files for each staff member shall be maintained at the center and shall include the following:

An application or staff information form containing the following information: name, date of birth, home address and phone number, training, work experience, educational background and hire date;

Upon termination or resignation of employment, the last date of employment and reason for leaving;

Finding:

1715-A.1.3. Based on record review: The Provider did not have an application/staff information form to include name, date of birth, home address and phone number, training, work experience, educational background, hire date, upon termination or resignation of employment, the last date of employment, reason for leaving for any staff.

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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:

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 for any staff.

1715-A.4: Criminal Background Check

Not Met

1715-A.4: Staff Members. 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:

1715-A.4 Based on record review/interview(s): Documentation of a satisfactory fingerprint based criminal background check (CBC) was not available for S2, prior to the individual(s) being present in the childcare facility (1703.A) S2 did not have a date of hire documented in a personnel file. S1 stated S2 works at the school and is only being used in the daycare center for summer time. S2 left premises at 12:51 and was replaced by S7.

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:

1715-A.5 Based on record review:

There was no documentation of a completed state central registry disclosure form (SCR 1) prior to an individual being present in or providing services to the center on site and available for review at the center(1705.A). S2 and S3 did not have a SCR1 form on file indicating that the form was completed before S2 and S3's date of hire. Specialist observed S2 and S3 on premises during the licensing visit. There was not a staff log kept to indicate the date S2 and S3 were on premises.

There was no documentation of a completed annual state central registry disclosure form (SCR 1) for S1, S4, S5, S6, S7 and S8. There was no documentation for any SCR1 forms signed during the previous licensing year. Specialist did review SCR1 forms for all staff dated for 08/01/2017. S1 state the personnel folders were cleaned out and organized and previous information could not be located.

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:

1719-A.-B. Based on record review: Provider lacked documentation that S3 received orientation within seven day of the date of hire and additional orientation within thirty days of date of hire.

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:

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1901-C Based on record review: Staff did not document that the entire center and play yard is checked after the last child departs to ensure that no child is left unattended at the center. S1 stated a end of day check is not kept during the summer time for the center.

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: The Provider did not post 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General.

1915-B.&C: Health Services - Parental Notification

Not Met

1915-B.&C:

B. Reporting. Incidents, injuries, accidents, illnesses, and unusual behavior shall be documented and reported to the parent no later than when the child is released to the parent or authorized representative on the day of the occurrence.

C. Immediate Notification. The parent shall be immediately notified in the following circumstances:

1. blood not contained in an adhesive strip;
2. head or neck or eye injury;
3. human bite that breaks the skin;
4. animal bite;
5. impaled object;
6. broken or dislodged teeth;
7. allergic reaction skin changes (e.g. rash, spots, swelling, etc.);
8. unusual breathing;
9. symptoms of dehydration;
10. temperature reading over 101° oral, 102° rectal, or 100° axillary; or
11. injury or illness requiring professional medical attention.

Finding:

1915 B & C Based on record review: There was no documentation of immediate notification to the parent when the following occurred to children:
- On 05/17/2017, C6 was punched (pushed) on the left cheek by another child. The incident occurred at 11:30am. Documentation indicates that the parent was notified at "pick up". According to documentation, the parent signed the form for notification at 4:00pm on 05/17/2017.
- On 05/18/2017, C7 was hit in the mouth by another child. The incident occurred at 3:05pm. Documentation indicates that the parent was notified at "pick up". According to documentation, the parent signed the form for notification on 05/19/2017 with no time indicated.
- C8 fell on the carpet after grabbing another student causing C8's eye to swell. Documentation does not show a date of the incident. Documentation does indicate that the incident occurred at 8:00am and the parent was notified at "pick up". Documentation indicated that the parent signed the accident report on 05/22/2017 at 5:00pm.
- On 05/09/2017 C10 scratched C9 under the eye. The incident occurred at 10:14am. There is no time of for immediate notification. According to documentation, the parent signed the form for notification at 5:30pm on 05/09/2017.
- 04/24/2017, C11 fell out of her chair and hit her lip on the table at 11:17am. There was no documentation of immediate parent notification. Documentation indicates the parent signed the form on 04/24/2017 at 5:00pm.
There was no documentation of incidents of incidents, injuries and accidents for the following:
- On 03/28/2017, C5 kicked a classmate in the mouth and causing the other child's mouth to bleed. There is no documentation of an injury to the child that was kicked in the mouth.
- On 05/22/2017, C3 grabbed another child on the face causing the other child to bleed. There is no documentation of an injury for the child that was grabbed by the face.

1919-A&B: Food Service and Nutrition - Menu

Not Met

1919-A&B: All meals and snacks provided by the center, and their preparation, service and storage, shall meet the requirements for meals of the U.S. Department of Agriculture (USDA) Child and Adult Care Food Program (CACFP) and 7 C.F.R. 226.20 and the Louisiana Sanitary Code, Title 51, Part XXIII, found at LAC 51:XXXIII. For the current CACFP meal patterns, contact the Louisiana Department of Education, Division of Nutrition Support.

The weekly menu shall:

1. be planned for each day of the week and list the specific food items served;
2. be prominently posted by the first day of each week and remain posted throughout the week; and
3. have substitutions or additions posted on or near the menu.

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Finding:

T1919 A & B Based on observation: he Current weekly menu listing specific food items served for each day of the week was not prominently posted by the first day of each week and remain posted throughout the week. S5 corrected during the licensing visit.

1921-A: Emergency Preparedness and Evacuation Planning

Not Met

1921-A: The director shall consult with appropriate state and local authorities and shall establish and follow a written multi-hazard emergency and evacuation plan to protect children in the event of emergencies that at a minimum shall:

1. address any potential disaster related to the area in which the center is located;
2. include procedures for sheltering in place, lockdown and evacuation to a pre-determined site for potential threats to the safety, health and well-being of children in care;
3. include specific procedures for handling infants through two year olds;
4. include specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs;
5. include a system to account for all children;
6. include a system, and a back-up system, for contacting parents and authorized third party release caretakers;
7. include a system to reunite children and parents following an emergency;
8. include procedures for providing information about the emergency plan to parents at the time of enrollment and when changes occur;
9. be reviewed annually for accuracy and updated as changes occur; and
10. be reviewed with all staff at least once per year.
11. practice drills shall be conducted at least twice per year to include all children and shall be documented.

Finding:

1921-A Based on record review: The written multi-hazard emergency and evacuation plan to protect children in the event of emergencies did not address following any potential disaster related to the area in which the center is located (train derailment), include procedures, a pre-determined site for evacuation, specific procedures for handling infants through two year olds, specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs if any, a system in place for to account for all children, a system, and a back-up system, for contacting parents and authorized third party release caretakers, a system to reunite children and parents following an emergency.

1921-C: Evacuation Pack

Not Met

1921-C: The center shall have an evacuation pack, the location of which is known to all staff, that at a minimum shall contain:

1. a list of area emergency phone numbers;
2. a list of emergency contact information and emergency medical authorization for all enrolled children;
3. an emergency pick up form;
4. first aid supplies, hand sanitizer, wet wipes, and tissue;
5. diapers for children who are not toilet trained and plastic bags for diapers;
6. a battery powered flashlight and radio and batteries;
7. food for children under the age of 4, including infant food and formula; and
8. disposable cups and bottled water.

Finding:

1921-C Based on observations: Based on observations, the evacuation pack did not include the following: a list of area emergency phone numbers, emergency medical authorization for all enrolled children, an emergency pick up form, hand sanitizer, tissue, a battery powered flashlight and radio and batteries, current food for children under the age of 4, including infant food and formula.

1921-E: Tornado Drills

Not Met

1921-E: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June at various times of the day necessary to include all children and shall be documented.

Finding:

1921-E Based on record review:

The provider did not have documentation of tornado drills that were conducted at least once per month during the month of June 2017.