

## 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: 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 ~Specialist observed that S-1 had her daughter S-8 working in the facility on 7-19-17 and S-8 failed to be signed into the facility.

### 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.ABDG: Based on Record Review/Interview: Provider did not have at a minimum of 2 child care staff present at an early learning center when more than one child is present as one staff was supervising ~6 children age ~3-10 years old from 6:30 am until 6:35 am.;

The Provider failed to meet the required child to staff ratio for children of the following ages: ~1-4 years old and children ages 3-11 . Specialist observed S7 supervising 11 children ages 1-4 alone and Observed S-5 and S-8 supervising 18 children ages 3-11 years old when Specialist entered into the facility. Specialist could not count S-8 into the child staff ratio because S-8 failed to have a satisfactory CBC time of survey and had to leave the facility. The required ratio for children 1-4 years old is 7:1 for this age group and 16:1 for the age group 3-11 years old. Per interview with S-1, Specialist was told that two staff failed to be in the facility on this date due to medical reasons.

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

Not Met

1715-A.1.3.: Staff Members. 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/interview: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 staff: ~S-8 was observed working on the premises with S-5 date of survey and failed to have an application and picture ID on file.

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### 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 Observations/ Record Review: Documentation of a satisfactory fingerprint based criminal background check (CBC) was not available for ~1~ of ~7 staff, prior to the individual(s) being present in the childcare facility (1703.A) ~S-8 date of hire is ~7-19-17. Specialist observed that S-8 was working with S-5 in the 3-11 year old classroom at the time of Specialist arrival into the facility. S-8 left the facility at 10:15 am since she failed to have a Satisfactory CBC on file.

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

Not Met

1715-A.5: Staff Members. 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: Provider failed to have 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). ~1of ~7 staff, ~S-8 failed to have documentation of the completed form. Staff were on the premises on ~7-19-17~date(s) as verified by Specialist observation.

### 1901-G.&H.: Equipment

Not Met

1901-G.&H.: All equipment used by children shall be maintained in a clean and safe condition and in good repair. Moveable equipment shall be secured and supported so that it shall not fall or tip over.

#### Finding:

1901.G Based on observations: All of the center equipment used by children was not maintained in a clean and safe condition and in good repair. Specialist observed one of two toilets in Building 3 failed to be operational. Per interview with S-1, she stated that she is in the process of getting the toilet repaired.

### 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 <b>posted</b> throughout the week; and
3. have substitutions or additions posted on or near the menu.

#### Finding:

1919.A & B Based on Record Review: Menu substitutions or additions were not posted on or near the menus as ~evidenced by the facility's menu listed Pizza Rolls, Tator Tots, Pineapples, milk would be served on date of survey 7-19-17, However Specialist observed that the facility served chicken nuggets, tator tots and peaches on this date and failed to notate this change. S-1 updated the menu after Specialist pointed out the discrepancy on the menu.