

Statement of Deficiencies

1509-A.4: Disclosure of Information Policy

Not Met

1509-A.4: Disclosure of Information Policy that provides notice to parents of the licensing authority of the Licensing Division and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the Department of Education website.

Finding:

1509-A.4 Based on record review: The Provider did not have a Policy/Procedure to provide notice to parents of the licensing authority of the Licensing Division and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the Department of Education's website.

1509-A.12. a-d: Monitoring Policy for Provisionally Employed Staff

Not Met

1509-A.12. a-d: Monitoring policy for provisionally employed staff members:

- Each center shall develop and implement a written policy describing the monitoring procedures that shall be used at the center when staff members are employed on a provisional basis due to an incomplete CCCBC-based determination of eligibility for child care purposes;
- The monitoring policy shall include all requirements for the monitoring of provisionally employed staff members set forth in §1811.D;
- The center shall post a copy of the policy in the center in a place visible to all parents and staff;
- The center shall provide copies of the written policy to each parent/legal custodian of enrolled children, center staff member and provisionally employed staff member, and the center shall obtain signed documentation from each that a copy of the policy has been received.

Finding:

1509-A.12. a-d Based on record review: The center does not have a copy of the policy posted in the center in a place visible to all parents and staff. The center did not provide copies of the written policy to each parent/legal custodian of enrolled children, center staff member and provisionally employed staff member, and/or the center did not obtain signed documentation from each that a copy of the policy has been received. As the center has three staff (S3, S6 and S7 that received a provisional employment status response.

1811-D.2-3: Provisional Employment for Staff Members of Early Learning Centers

Not Met

1811-D.2-3: 2. A provisionally-employed staff member may be counted in child to staff ratios, but must be monitored at all times in accordance with the following.

- A monitor of a provisionally-employed staff member must be an adult staff member for whom the center has a CCCBC-based determination of eligibility for child care purposes, (or prior to October 1, 2018, a satisfactory CBC), who is designated by the center to monitor a specific provisionally-employed staff member.
 - The center must designate a monitor for each provisionally-employed staff member present at the center.
 - The monitor shall be physically present at the center at all times when the provisionally-employed staff member is present at the center.
 - Monitors must remain within close enough physical proximity of their designated provisionally-employed staff members to be able intervene at any time if intervention is needed.
 - A monitor shall perform at least one visual observation of each designated provisionally-employed staff member every 30 minutes.
 - The center may designate one monitor for up to a maximum of five provisionally-employed staff members at any given time.
 - At least one monitor must be physically present at all times in any room during naptimes if a provisionally-employed staff member is present.
3. The center shall have a log or other written documentation of the monitoring of provisionally-employed staff members that identifies each provisionally-employed staff member, the designated monitor for each, and the times of the visual observations.

Finding:

1811-D. 2. 3. S1 failed to perform at least one visual observation of each designated provisionally-employed staff members S3, S6 and S7 every 30 minutes. S3 had a provisional -employment status response dated 7/17/2018 and S1 did not begin visual observations of S3 until 7/19/2018 and monitoring was conducted every hour. S3's eligible for child care response was received on 7/19/2018. S6 provisional- employment status response was dated 7/22/2018, although S1 began conducting monitoring timely, documentation reflect monitoring was conducted every hour. S7 has a provisional employment status dated 5/16/2018, S1 did not begin monitoring until 5/29/2018 and documentation reflect monitoring was conducted every hour. S7 received an eligible for child care response on 7/16/2018.

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:

1901-O Based on observations: The center did not have a posted notice prohibiting the use of alcohol an 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. Deficiency corrected during visit as S1 posted notice.

Statement of Deficiencies

1901-P: Staff Personal Belongings

Not Met

1901-P: The personal belongings of center staff members shall be inaccessible to children.

Finding:

1901-P: Based on Observation: The personal belongings of center staff members was accessible to children. Specialist observed staff phone and thermal drink container on phone during nap time.

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 observations: The Provider did not post a current copy of 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General. The most recent copy posted was dated March 2018. Center corrected before the end of the licensing visit.

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 record review/observations: Based on observations, the provider failed to have a completed evacuation pack. The provider failed to have the following: a list of area emergency phone numbers, a list of emergency contact information and emergency medical authorization for all enrolled children, an emergency pick up form, first aid supplies, hand sanitizer, wet wipes, and tissue, diapers for children who are not toilet trained and plastic bags for diapers, a battery powered flashlight and radio and batteries, food for children under the age of 4, including infant food and formula, disposable cups and bottled water. Provider corrected deficiency during visit.

1921-D: Emergency and Evacuation Records

Not Met

1921-D: A center shall maintain a copy of records, documents, and computer files necessary for its continued operation following an emergency in either a portable file or at an off-site location.

Finding:

1921-D Based on record review: The center did not maintain a copy of records, documents, and computer files necessary for its continued operation following an emergency in either a portable file or at an off-site location.