

## Statement of Deficiencies

### 713.A: Office of Public Health, State Fire, City Fire, Office of Early Childhood approval

Not Met

713.A: Current approvals by the Office of Public Health, Office of State Fire Marshal, City Fire (if applicable), Office of Early Childhood and the Licensing Division shall be required before the expiration of an existing license.

#### Finding:

713.A Based on record review: The Provider lacked documentation of a current annual inspection and approval from the City Fire Department. The date of the last approval is 08/31/2016.

### 1513-A.1-2: Schedules

Not Met

1513-A.1-2: An early learning center shall establish in writing and post the following schedules:

1. Schedule of days and hours of operation, including scheduled days and holidays when center is closed; and
2. Daily schedule that includes times of planned activities, including early learning activities, allowing for flexibility and change.

#### Finding:

1513-A.1-2 Based on record review: Provider did not have a Posted schedule of days and hours of operation, including scheduled days and holidays when center is closed.

### 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's website.

#### Finding:

1509-A.4 Based on record review: The Provider did not 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.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: 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.

### 1509-A.6: Parental Access Policy

Not Met

1509-A.6: Parental Access Policy

Parents shall be allowed to visit the center anytime during its regular hours of operation and when children are present.

#### Finding:

1509-A.6 Based on record review: The Provider did not have a written policy allowing parents to visit the center anytime during regular hours of operation and when children are present.

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### 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: The Provider failed to meet the required child to staff ratio for children of the following ages: Nine (9) children ranging in age from 1-years to 2-years old with one (1) staff, S2. The required ratio for children of this age is 7 children per 1 staff person. Licensing Specialist observed on 07/27/2017 S2 on the play yard between 9:30am-9:45am supervising 8-one-year-old children and 1-two-year-old child.

### 1901-A.4: Appropriate Emergency Numbers

Not Met

1901-A.4: Appropriate emergency numbers, including but not limited to numbers for the fire and police departments, nearby hospitals and medical centers, Louisiana Poison Control and Child Protective Services, and the physical address of the center, shall be prominently posted on or near each phone.

#### Finding:

1901-A.4 Based on observations: Appropriate emergency numbers such as fire and police departments, nearby hospitals and medical centers, Louisiana Poison Control and Child Protective Services, and the physical address of the center shall be prominently posted on or near the telephone.

### 1901-D.-F.: Sex Offenders

Not Met

1901-D.-F.: An early learning center shall register with the Louisiana State Police Sex Offender Registry at [www.lsp.org](http://www.lsp.org) to receive updates when a sex offender moves within two miles of the center.

Centers shall not permit any individual convicted of a sex offense as defined in R.S. 15:541 to have physical access to the center.

The owner or director of an early learning center shall immediately notify law enforcement personnel and the Licensing Division if they have knowledge that a registered sex offender is on the premises of the center. The verbal report shall be followed by a written report to the Licensing Division within 24 hours.

#### Finding:

1901-D.-F. Based on record review: The provider did not register with the Louisiana State Police Sex Offender Registry at [www.lsp.org](http://www.lsp.org) to receive updates when a sex offender moves within two miles of the center.

### 1915-A: Health Services - Observation

Not Met

1915-A: Observation. Upon arrival at the center, the physical condition of each child shall be observed for possible signs of illness, infections, bruises or injuries, and when something is observed, it shall be documented and such documentation shall include an explanation from the parent or child.

#### Finding:

1915-A Based on record review: The provider did not document Daily Observations, when something is observed, noted on children upon arrival to the center. Results including an explanation from parent and/or child were not documented. The provider did not include explanations from parents on the following dates:

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On 06/21/2017 C6 was observed as having a small scratch on the nose. Results including an explanation from parent and/or child were not documented.

On 06/21/2017 C7 was observed as having a scratch on the side of the face. Results including an explanation from parent and/or child were not documented.

On 06/22/2017 C5 was observed as having a scab on the forehead. Results including an explanation from parent and/or child were not documented.

### 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. Based upon record review: An incident occurred to C1 in which C1 was attempting to stand when he fell against a shelf in the classroom sustaining a red mark to the head. The date of the incident was not recorded on the incident/accident form.

### 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 2. The 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.

### 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 months of March 2017, April 2017, May 2017, and June 2017. There were no tornado drills provided for the specialist's review.