

Statement of Deficiencies

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:

1507-A Based on record review on 8/9/18, the center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 21 children were present and 10 children were signed in on the log. S1 corrected the logs during the visit.

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 on 8/9/18, all staff except S1 uses a computer system to document daily attendance in the center. S1 does not sign in as she is on salary. L/S advised S1 that she still needed to have documentation of her daily attendance in the center. S1 printed an attendance record and began using it immediately as she had to leave at 1:00 pm for an appointment.

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

Not Met

1509-A.8.c: Time Out

Time out shall not be used for children under age 2.

A time out shall take place within sight of staff.

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. 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:

1509-A.8.c Based on record review on 8/9/18, S1 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.

1713-A.-C.: Supervision

Not Met

1713-A.-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.-C. Based on observations on 8/9/18, children were not under supervision at all times as S2 was observed looking down at her cellphone during the walk through of the center. S2 was also observed leaving the classroom to enter into the infants classroom. S2 was advised by licensing specialist that she can not leave the children unattended at any time.

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:

2. copy of a state or federal government issued photo identification;

Finding:

1715-A.2 Based on record review on 8/9/18, S1 failed to have a copy of a photo ID in S2's file for inspection. S2 corrected during the inspection.

Statement of Deficiencies

1717-A: Independent Contractors Records

Not Met

1717-A: Independent Contractors. The following information shall be maintained for all independent contractors, including but not limited to therapeutic professionals, extracurricular personnel, contracted transportation drivers, Department of Education, Office of Early Childhood staff and local school district staff:

1. an information form that includes the person's name, address and phone number
2. a list of duties performed while present at the center; and
3. documentation CCCBC-based determination of eligibility for child care purposes from the department or documentation of the adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was at the center when children were present, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while at the center when children were present, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review on 8/9/18, S1 failed to have documentation of a CBC or a CCCBC based determination of eligibility for child care purposes for O1, O2, O5, O6 and O8, nor was there documentation to show that each independent contractor was accompanied by a staff member not otherwise counted in the ratio while they were present in the center. O1 and O6 has a CBC on file that was in Early Steps name but not in each persons individual name. O1 was present on Sept. 6, 12, 2017; Oct. 3, 7, 2017, Nov. 7, 14, 30, 2017; Dec. 7, 12, 14, 2017; Jan. 4, 15, 18, 24, 25, 2018; Feb. 2, 8, 14, 26, 2018; Mar. 1, 6, 15, 20, 2018; Apr. 5, 11, 19, 26, 2017; and May 3, 10, 17, 24, 2018. O2 was present on July 7, 17, 2018. O5 was present on 1/29/18. O6 was present on Sept. 6, 13, 20, 27, 2017. O8 was present on 11/16/17.

1901-J.-K.: Items That Can be Harmful to Children

Not Met

1901-J.-K.: J. Items that can be harmful to children, such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils, shall kept in a locked cabinet or other secure place that ensures they are inaccessible to children.
K. Plastic bags, when not in use, regardless of purpose or use, shall be made inaccessible to children.

Finding:

1901-J.-K. Based on observations on 8/9/18, items that can be harmful to children, such as 4 tubes of Boudreaux's buttpaste, desitin butt paste, Z guard skin protectant, Aquafor advanced healing baby ointment were all located in S2's classroom in the 2nd drawer, In S2's classroom there was a can of paint under the sink, In the hallway on the window edge leading to the playground area was 2 cans of Off bug spray, In S6's classroom in her 2nd drawer was a tube of Z guard skin protectant and 1 tube of desitin butt paste and a tube of Boudreaux butt paste was on the changing table and in the restroom attached to S6's classroom there was a roll of bubble wrap under the sink, were not kept in a locked cabinet or other secure place that ensures they are inaccessible to children. S1 and S3 removed the items, correcting during the visit

1903-C: Free of Hazards

Not Met

1903-C: Indoor and outdoor areas shall be free of hazards.

Finding:

1903-C Based on observations on 8/9/18, the center's van was not free of hazards as there was an opened bag of booster cables under the driver's seat and on the last seat of the van the children's feet can not rest on the floor or hand off the seat because the spare tire is under the seat blocking the floor area of the seat.

1917-F: Topical

Not Met

1917-F: The center shall not apply topical ointments, sprays or creams without a written authorization signed and dated by the parent.

Finding:

1917-F Based on observations/interview(s) on 8/9/18, S1 did not obtain a written authorization signed and dated by the parent to apply topical ointments, sprays or creams to C3, C6, C7 and C9. S1 stated that the staff apply it as needed but did not realized she needed authorization to apply it to the child.

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 on 8/9/18, S1 did not have documentation of tornado drills that were conducted at least once per month during the months of March and June. Date of tornado drills that were conducted are April 30, 2018 and May 31, 2018.

Statement of Deficiencies

2101-A.8: Vehicle in Good Repair

Not Met

2101-A.8: Vehicles shall be maintained in good repair.

Finding:

2101-A.8 Based on observations on 8/9/18, the Provider's vehicle was not maintained in good repair as evidenced by on the first seat of the van there was a tear in the seat that reveals the cushion, and on the 2nd seat there is a large hole that the cushion has been dug out exposing the metal part of the seat.

2103-F: Passenger Transportation Log

Not Met

2103-F: Passenger Log

1. A current passenger log for each trip shall be used to track children and staff during transportation.
2. The log shall be maintained on file at the center and a copy shall be provided to the driver or monitor.
3. The following shall be recorded in the passenger log:
 - a. date the transportation is provided;
 - b. name of the child;
 - c. name of driver and staff members;
 - d. pick up and drop off locations;
 - e. time child was placed on the vehicle;
 - f. time child was released and name of the person or entity to whom child was released; and
 - g. signature of staff person completing the log.

Finding:

2103-F Based on record review on 8/9/18, S1 did not have documentation that the center maintained a copy of the Passenger Transportation Log as of 1/18/18. Transportation is provided by Life Church main center and the passenger transportation logs are kept at the main center. LS advised S1 that a copy of her daily transportation logs must be maintained at the center.