

Statement of Deficiencies

1103-A-E: Critical Incidents and Required Notification

Not Met

1103-A-E: An early learning center shall make immediate notification to emergency personnel, law enforcement as applicable, and other appropriate agencies for the following types of critical incidents involving children in care:

1. death;
 2. serious injury or illness that required medical attention;
 3. reportable infectious diseases and conditions listed in LAC 51.II.105; and
 4. any other significant event relating to the health, safety, or well-being of any child, including but not limited to a lost child, an emergency situation, fire or other structural damage, or closure of the center.
- B. The parent shall be contacted immediately following any immediate notifications made under Subsection A.
- C. The Licensing Division and other appropriate agencies shall be notified via email within 24 hours of the incident.
- D. The Licensing Division shall be notified by written report within 24 hours of the incident or the next business day. This written notification shall be made on the Licensing Division's Critical Incidents Report Form and shall contain all information requested on the form.
- E. Reporting deadlines may be adjusted in the event of a natural catastrophe and/or disaster, as determined by the Department.

Finding:

1103-A-E Based on interview(s): The center failed to notify within 24 hours of the incident the Licensing Section and other appropriate agencies of the following critical incident : Pink eye outbreak in the center between June and July 2017, which cause at least 5 children and one staff to seek medical attention.

The center failed to notify the Division of Licensing by written report within 24 hours of the incident or by the next business day. The written notification shall be made on the Licensing Division's Critical Incidents Report Form and shall contain all information requested on the form.

The center failed to immediately notify the Parent of the following critical incident: Pink eye outbreak in the center between June and July 2017.

1501-A: Operations

Not Met

1501-A: A center shall operate within the licensed capacity, age range, hours of operation and other specific services designated on its license.

Finding:

1501-A Based on interview(s):

The Director did not notify the Licensing Division prior to making changes that had an effect on the license as the provider is providing field trips without prior approved by the Licensing Division. During the licensing visit, information was received that the center took field trips every Thursday during the summer.

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/observations:

The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 40 children were present and 25 children were signed in on the log on 08/14/2017.

1711-J: Field Trip - Minimum Child to Staff Ratio

Not Met

1711-J: Field Trips - Minimum Child to Staff Ratios

1. Minimum child to staff ratios, plus one additional adult, shall be met for all field trips.
2. An adult staff member from the center shall be present with each group of children.
3. At no time shall a child or group of children be left alone without an adult staff member present unless the child is supervised by the parent of the child or designated representative authorized in writing by the parent.

Finding:

1711-J Based on record review:

The center did not have documentation to indicate that the required child/staff ratio plus one additional adult for field trips was met during all field trips taken during Summer 2017. S2 stated that children three and older went on field trips.

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2105.B: Staff Required

Not Met

2105.B: At least two staff, one of whom may be the driver, shall be in each vehicle, unless the vehicle has a communication device and the child to staff minimum ratio is met in the vehicle.

Finding:

2105.B Based on record review: There was no documentation that at least two adult staff, one of which may be the driver, were in each vehicle.

2105-E: Field Trip - Record

Not Met

2105-E: A written record for each field trip shall be maintained and shall include the following:

1. date, destination(s) and method of transportation;
2. names of all the children being transported in each vehicle;
3. names of the driver, staff members and other adults being transported in each vehicle;
4. names of other adults who joined the field trip at the destination(s) to assist with supervision of children; and
5. the presence of each child each time the children enter or exit the vehicle.

Finding:

2105-E Based on record review:
No records of field trips taken Summer 2017 were maintained.

2107-B.1-3: Field Trip Visual Vehicle Check

Not Met

2107-B.1-3: For field trips, each vehicle shall have a visual passenger check and a face-to-name count conducted at all of the following times:

1. prior to leaving center for destination,
2. upon arrival at and prior to departure from each destination, and
3. upon return to center.

Finding:

2107-B.1-3 Based on interview(s):
For field trips, documentation of a face-to-name count was not conducted prior to leaving facility for destination, when destination is reached, before departing destination for return to facility, and upon return to facility to ensure that no child was left on the trip was not available.