

## 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.

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### 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.

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