

Statement of Deficiencies

1715-A.1.3.: Staff Records and Personnel Files

Not Met

1715-A.1.3.: A. Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following:

1. An application or staff information form containing the following information: name, date of birth, home address and phone number, training, work experience, educational background and hire date;

3. Upon termination or resignation of employment, the last date of employment and reason for leaving; and Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following:

An application or staff information form containing the following information: name, date of birth, home address and phone number, training, work experience, educational background and hire date;

Upon termination or resignation of employment, the last date of employment and reason for leaving;

Finding:

1715-A.1.3. Based on record review: The Provider did not have an application/staff information form to include the last date of employment hire date for staff S9(DOH: 5/24/18) S5 stated S9 was a rehire.

1719-A.-B.: Orientation Training

Not Met

1719-A.-B.: Within seven calendar days of date of hire, and prior to assuming sole responsibility for any children, each staff member shall receive orientation to the policies and practices of the center that at a minimum shall include:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices,

Within 30 calendar days of date of hire, each staff member shall receive orientation to the additional policies and practices of the center that at a minimum shall include:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention;

Finding:

1719-A.-B. Based on record review: The provider did not provide orientation within seven days of hire in the required topics, as well as an additional orientation in the required topics within 30 days of hire for S9(DOH: 5/24/18). S5 stated S9 was a rehire.

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 the current edition of 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General. Provider had the January-March 2017. Corrected before departure.

1909-C: Infants - Positioning Devices

Not Met

1909-C: Infants shall not be placed in positioning devices, unless the center has written authorization from a physician to use a positioning device.

Finding:

1909-C Based on observations/record review: Written authorization from a physician was not available for 1 of 1 infants to use a positioning device. The center did not have a written authorization on file for C1. C1 was observed to be sleeping in a crib positioned on a boppy pillow.

Statement of Deficiencies

1921-A: Emergency Preparedness and Evacuation Planning

Not Met

1921-A: Emergency and Evacuation Plan. The director shall consult with appropriate state and local authorities and shall establish and follow a written multi-hazard emergency and evacuation plan to protect children in the event of emergencies that at a minimum shall:

1. address any potential disaster related to the area in which the center is located;
2. include procedures for sheltering in place, lockdown and evacuation to a pre-determined site for potential threats to the safety, health and well-being of children in care;
3. include specific procedures for handling infants through two year olds;
4. include specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs;
5. include a system to account for all children;
6. include a system, and a back-up system, for contacting parents and authorized third party release caretakers;
7. include a system to reunite children and parents following an emergency;
8. include procedures for providing information about the emergency plan to parents at the time of enrollment and when changes occur;
9. be reviewed annually for accuracy and updated as changes occur; and
10. be reviewed with all staff at least once per year.
11. practice drills shall be conducted at least twice per year to include all children and shall be documented.

Finding:

1921-A Based on record review: The center did not conduct practice drills at least twice per year to include all children and shall be documented.

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 observations: The provider failed to have a completed evacuation pack. The provider failed to have the following: food for children under the age of 4. S5 stated she recently removed expired food items from the pack did not replace them.