

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 record review/interview(s): On 8/15/17, center staff failed to make immediate notification to emergency personnel and the parent of C1 when C1 (7 months old) was accidentally dropped by S20 on to a hard surfaced floor at approximately 1:45pm. According to the medical records from St. Francis Medical Center, C1 sustained a skull fracture and had bleeding in the brain. Based on S20's written statement, S20 called O1 at approximately 2:18pm leaving a message stating C1 had fallen backwards. Later that night, S20 admitted to S1 that she was changing C1's diaper and another child was by her foot, she turned around, tripped over the child, and C1 slipped out of her arms falling onto the hard surfaced floor. S1 stated S20 was terminated effective 8/15/17.

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, on 08/23/17 the Specialist observed 57 children present on the premises but only 51 children were signed in on the attendance log. On 8/24/2017, the Specialist observed 49 children present on the premises but only 47 children were signed in on the attendance log.

1509-A.8. a-b: Behavior Management Policy

Not Met

1509-A.8. a-b: Behavior Management Policy

Each center shall develop and implement a written behavior management policy describing the methods of behavior guidance and management that shall be used at the center.

The behavior management policy shall prohibit children from being subject to any of the following:

- i. physical or corporal punishment which includes but is not limited to yelling, slapping, spanking, yanking, shaking, pinching, exposure to extreme temperatures or other measures producing physical pain, putting anything in the mouth of a child, requiring a child to exercise, or placing a child in an uncomfortable position.
- ii. verbal abuse, which includes but is not limited to using offensive or profane language, telling a child to "shut up", or making derogatory remarks about children or family members of children in the presence of children;
- iii. the threat of a prohibited action even if there is no intent to follow through with the threat;
- iv. being disciplined by another child;
- v. being bullied by another child;
- vi. being deprived of food or beverages;
- vii. being restrained by devices such as high chairs or feeding tables for disciplinary purposes; and
- viii. having active play time withheld for disciplinary purposes, except timeout may be used during active play time for an infraction incurred during the playtime.

Finding:

1509-A.8. a-b Based on record review/interview(s) on 8/23/2017, 8/24/2017, and 9/8/17, S21 used a prohibited method of discipline as evidenced by C2 was subject to physical punishment. S21 caused physical harm to C2 as S21 verbally stated she held C2's arms in an attempt to prevent him kicking, slapping, and spitting on her. In S21's verbal statement, S21 verified that marks were visible on C2's arm due to her holding his arms. S21 verbally stated she was not aware of any marks on C2 arms prior to the incident and due to it being nap time she was not able to see any marks during that time.

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Based on written statements from S13 and S5, S21 did verbally state that C2 sustained marks to his arms due to her attempt to stop him from kicking, slapping, and spitting in her.
S1 and O3 provided photographs of C2's arm that showed marks above and below the elbow area.

1515.A.1: Child Records and Cumulative Files

Not Met

1515.A.1: A cumulative file shall be maintained on each child that shall include the following records:

1. An information form signed and dated by the parent and updated as changes occur, that contains:
 - a. name of child, date of birth, sex, date of admission;
 - b. name of parents and the home address of both child and parents;
 - c. phone numbers where parents may be reached while child is in care;
 - d. name and phone number of person to contact in an emergency if parents cannot be located promptly;
 - e. name and telephone number of child's physician, if applicable;
 - f. name and telephone number of the child's dentist, if applicable;
 - g. any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable;

Finding:

1515.A.1 Based on record review on 8/23/2017, the center failed to maintain a cumulative file for C2 as evidenced by S1 and S13 were unable to located C2's file.

1515-A.2: Emergency Medical Treatment

Not Met

1515-A.2: Written authorization signed and dated by the parent to secure emergency medical treatment.

Finding:

1515-A.2 Based on record review on 8/23/2017, the center failed to have evidence of written authorization signed and dated by the parent to secure emergency medical treatment for C2.

1515-A.3: Releasing of Children

Not Met

1515-A.3: Written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center.

- a. The parent may further authorize additional individuals via a text message, fax or email to the center in unplanned situations and follow it with a written authorization.
- b. A child shall never be released to anyone unless authorized in writing by the parent.
- c. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
- d. The center shall verify the identity of the authorized person prior to releasing the child.

Finding:

1515-A.3 Based on record review on 8/23/2017, the center failed to have evidence of written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released to other than the parents for C2.

1515-D: Retention of Records

Not Met

1515-D: Retention of Records. Records of children shall be maintained by a center for a minimum of three years from the date of termination of the child's enrollment at the center.

Finding:

1515-D Based on record review on 8/23/2017, the center failed to maintain records of children enrolled at the center for a minimum of three years from the date of termination of the child's enrollment at the center as evidenced by the center staff was unable to locate C2's file. C2's last day at the center per center documentation was 8/17/2017.

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:
copy of a state or federal government issued photo identification;

Finding:

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1715-A.2 Based on record review on 8/23/2017, the center did not have a copy of a State or federal government issued photo Identification available for S17, S18, and S19.

1907-B.1-4: Eating Practices

Not Met

1907-B.1-4:

1. Developmentally appropriate seating shall be used.
2. Chairs and tables of suitable size shall be available for each child.
3. Feeding tables may be used at mealtimes, if children's feet are able to rest comfortably on a foot rest.
4. Feeding tables may also be used for occasional program activities that require a table surface for no longer than 30 minutes in one day in addition to mealtime minutes.

Finding:

1907-B.1-4 Based on observations on 8/23/2017, feeding tables were used at mealtime and children's feet were not able to rest comfortably on a foot rest. Specialist observed during the walk through of S12's classroom, 6 (1 yr olds) were seated at the feeding table eating lunch without a foot rest.
