

Statement of Deficiencies

1507-E: Daily Attendance Records - Visitors

Not Met

1507-E: A daily attendance record for all visitors to include the name, date of visit, arrival and departure times, and the purpose of the visit.

Finding:

1507-E Based on record review: on 8/23/17 S1 did not have a sign in log for a parent visitor who volunteered in the center on 8/23/17 who came into the center to assist with preparing lunch. S1 advised that a parent comes in daily to assist and no one has signed in as a volunteer in the past year.

1509-A.4: Disclosure of Information Policy

Not Met

1509-A.4: Disclosure of Information Policy that provides notice to parents of the licensing authority of the Licensing Division and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the Department of Education's website.

Finding:

1509-A.4 Based on record review on 8/23/17 S1 did not have a Policy/Procedure to provide notice to parents of the licensing authority of the Licensing Division and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the Department of Education's website.

1509-A.5: Complaint Policy

Not Met

1509-A.5: Complaint Policy

Parents shall be advised of the licensing authority of the Licensing Division along with the current telephone number and email address. Parents shall also be advised that they may call or write the Licensing Division should they have significant, unresolved licensing complaints.

Finding:

1509-A.5 Based on record review on 8/23/17 S1 did not have a policy/procedure to advise Parents of the licensing authority of the Licensing Division along with the current telephone number and email address. Parents shall also be advised that they may call or write the Licensing Division should they have significant, unresolved licensing complaints.

1509-A.7: Parental Involvement Policy

Not Met

1509-A.7: Parental Involvement Policy

Parents shall be offered a minimum of two opportunities for involvement each year, which may include but are not limited to, an open house, parent education session, parent and staff conference, family pot luck dinner, holiday party or parent or grandparent's day.

Finding:

1509-A.7 Based on record review on 8/23/17 S1 did not have a policy offering Parents a minimum of two opportunities for involvement each year, which may include but are not limited to, an open house, parent education session, parent and staff conference, family pot luck dinner, holiday party or parent or grandparent's day.

1509-A.9: Electronic Devices Policy

Not Met

1509-A.9: Electronic Devices Policy that provides that all activities involving electronic devices, including but not limited to television, movies, games, videos, computers and hand held electronic devices, shall adhere to the following limitations:

- a. Electronic device activities for children under age two are prohibited; and
- b. Time allowed for electronic device activities for children ages 2 and above shall not exceed 2 hours per day.

Finding:

1509-A.9 Based on record review on 8/23/17 S1 did not have a written Electronic Devices Policy that provides that all activities involving electronic devices, including but not limited to television, movies, games, videos, computers and hand held electronic devices, are prohibited for children under are two and time allowed for electronic device activities for children ages two and above shall not exceed 2 hours per day.

1509-A.10: Computer Practices Policy

Not Met

1509-A.10: Computer Practices Policy that requires computers that allow internet access by children to be equipped with monitoring or filtering software that limits access by children to inappropriate web sites, e-mail, and instant messaging.

Finding:

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1509-A.10 Based on record review on 8/23/17 S1 did not have a written Computer Practices Policy that requires computers that allow internet access by children to be equipped with monitoring or filtering software that limits access by children to inappropriate web sites, e-mail, and instant messaging.

1509-A.11: Programs, Movies and Video Games Policy

Not Met

1509-A.11: Programs, Movies and Video Games Policy

- a. Programs, movies, and video games with violent or adult content, including but not limited to soap operas, television news, and sports programs aimed at audiences other than children, shall not be permitted in the presence of children.
- b. All television, video, DVD, or other programming shall be suitable for the youngest child present.
- c. "PG" programming or its television equivalent shall not be shown to children under age 5.
- d. "PG" programming shall only be viewed by children age 5 and above and shall require written parental authorization.
- e. Any programming with a rating more restrictive than "PG" is prohibited.
- f. All video games shall be suitable for the youngest child with access to the games.
 - i. "E10+" rated games shall be permitted for children ages 10 years and older.
 - ii. "T" and "M" rated games are prohibited.

Finding:

1509-A.11 Based on record review on 8/23/17 S1 did not have a Programs, Movies and Video Games Policy requiring: Programs, movies, and video games with violent or adult content, including but not limited to soap operas, television news, and sports programs aimed at audiences other than children, shall not be permitted in the presence of children. All television, video, DVD, or other programming shall be suitable for the youngest child present. PG programming or its television equivalent shall not be shown to children under age 5. PG programming shall only be viewed by children age 5 and above and shall require written parental authorization. Any programming with a rating more restrictive than PG is prohibited. All video games shall be suitable for the youngest child with access to the games. E10+ rated games shall be permitted for children ages 10 years and older. T and M rated games are prohibited.

1711-C: Posted Child to Staff Ratio in Classroom

Not Met

1711-C: The Licensing Division form noting required child to staff ratios shall be posted in each room included in the center's licensed capacity.

Finding:

1711-C Based on observations on 8/23/17 the Licensing Division form noting required child/staff ratios failed to be posted in each room included in the center's licensed capacity.

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:

1715-A.2 Based on record review on 8/23/17 the center did not have a copy of S2 and S3 State or federal government issued photo Identification available for review.

1715-A.4: Criminal Background Check

Not Met

1715-A.4: Personnel files for each staff member shall be maintained at the center and shall include the following:
documentation of a fingerprint based satisfactory criminal background check

Finding:

1715-A.4 Based on record review on 8/23/17 Documentation of a satisfactory fingerprint based criminal background check (CBC) was not available for 1 of 3 staff, prior to the individual(s) being present in the childcare facility (1703.A) S3 date of hire is 1/20/12. S1 stated that S3 worked during summer months and as needed however S1 could not produce a sign in log to show when she was signed to the center.

1715-A.5: State Central Registry

Not Met

1715-A.5: Personnel files for each staff member shall be maintained at the center and shall include the following:
documentation of a current, completed state central registry disclosure form indicating no justified (valid) finding of abuse or neglect by the DCFS, or a current determination from the DCFS indicating that the individual does not pose a risk to children.

Finding:

1715-A.5 Based on record review on 8/23/17 S1 failed to have documentation of a completed state central registry disclosure form (SCR 1) on site and

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available for review at the center prior to a previously completed form expiring (1705.B). 3 of 3 staff, staff identifiers S1,S2, and S3 failed to have documentation of the completed form. The last SCR1 on file for S1 is dated 8/17/15. The last SCR1 completed for S2 was dated 7/15/15. The last SCR1 on file for S3 was dated 5/13/15. S1 and S2 updated the SCR1 during the visit and S3 was not present.

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 of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center or documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review on 8/23/17 S1 did not have documentation on file for Independent Contractors that included person's name, address, phone number, list of duties performed while at the center for O1. S1 did not have documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center for independent contractor O1. According to sign in log O1 was present on 2/1/17.

1725-A.-D.: Medication Management Training

Not Met

- 1725-A.-D.: A. All staff members who administer medication shall have medication administration training.
B. Whether administering medication or not, each early learning center shall have at least two staff members trained in medication administration.
C. Such training shall be completed every two years with an approved Child Care Health Consultant.
D. A licensed practical nurse (LPN) or registered nurse (RN) with a valid nursing license shall be considered to have medication administration training.

Finding:

1725-A.-D. Based on record review on 8/23/17 S1 did not have at least two staff members trained in medication administration whether the early learning center administers medication or not. S1 has medication management training however she is the only staff with training.

1901-M: Strings and Cords

Not Met

1901-M: Strings and cords, including but not limited to those found on equipment, window coverings, televisions and radios, shall be inaccessible to children under age 4.

Finding:

1901-M Based on observations on 8/23/17 Strings and cords were accessible to children under age 4 as in the nursery area there was a fan plugged into the wall and the cord was out accessible to the children. S2 moved the cord during the visit.

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 on 8/23/17 S1 did not post 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General. The safety box posted is from 2013. S1 stated that she stopped getting updates for some reason.

1909-D: Infants - Car Seats

Not Met

1909-D: Written authorization from a physician is required for a child to sleep in a car seat or other similar device and shall include the amount of time that the child is allowed to remain in said device.

Finding:

1909-D Based on observations on 8/23/17 Written authorization from a physician was not available for 2 of 5 infants as required for infant to sleep in a car seat or other similar device. The authorization did not include the amount of time that the child is allowed to remain in said device.

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1909-E: Back to Sleep

Not Met

1909-E: "BACK TO SLEEP" signs shall be posted in the room where infants sleep.

Finding:

1911-E: Daily Reports for Infants

Not Met

1911-E: Daily Reports for Infants. Written reports that include the liquid intake, food intake, disposition, bowel movements and eating and sleeping patterns shall be given to the parents of infants on a daily basis. Reports shall be kept current throughout the day.

Finding:

1911-E Based on record review on 8/23/17 S2 lacked a daily written report for 4 of 5 infants.

1915-A: Health Services - Observation

Not Met

1915-A: Observation. Upon arrival at the center, the physical condition of each child shall be observed for possible signs of illness, infections, bruises or injuries, and when something is observed, it shall be documented and such documentation shall include an explanation from the parent or child.

Finding:

1915-A Based on record review on 8/23/17 S1 did not document observations, when something is observed, noted on children upon arrival to the center. Results including an explanation from parent and/or child were not documented. S1 stated that she only document observations when they are observed however she did not have any observations available to review from 9/1/16 until 8/22/17.
