

Statement of Deficiencies

1103.A.-D.: Critical Incidents and Required Notifications

Not Met

1103.A.-D.: 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 department and other appropriate agencies shall be notified via email within 24 hours of the incident.
- D. The department 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 department's Critical Incidents Report Form and shall contain all information requested on the form.

Finding:

1103.A,C,D. Based on record review/interviews: S1 failed to notify within 24 hours of the incident the Department and Child Welfare of the following critical incident: On 8/27/19, at approximately 4:06pm, C1, age 6, was left alone in one of the center's transportation vehicles for an undetermined amount of time, following being picked up from school by S1. O1 requested that S1 notify the Department on 8/28/19; however, the notification was not made until after the Specialist arrived to conduct her investigation. S1 notified the department on 9/4/19 at 8:00am. S1 notified Child welfare during visit on 9/3/19.

1509.A.1.: Child Abuse and Neglect Policy

Not Met

1509.A.1.: Child Abuse and Neglect Policy

- a. As mandated reporters, all staff and owners shall report any suspected abuse or neglect of a child to the Louisiana Child Protection Statewide Hotline 1-855-4LA-KIDS (1-855-452-5437);
- b. An early learning center shall not delay the reporting of suspected abuse or neglect to the Child Protection Statewide Hotline in order to conduct an internal investigation to verify the abuse or neglect allegations; and
- c. An early learning center shall not require staff to report suspected abuse or neglect to the center or management prior to reporting it to the Child Protection Statewide Hotline.

Finding:

1509.A.1. Based on record review/interview: S1 failed to immediately report suspected abuse and neglect to the Child Protection Statewide Hotline, in regards to an incident that occurred on 8/27/19 at approximately 4:06pm, in which C1, age 6, was left alone in one of the center's vans for an undetermined amount of time, following being picked up from school by S1. S1 reported the incident during the visit on 9/3/19.

1713.A.&B.&C.: Supervision

Not Met

1713.A.&B.&C.: A: Children shall be supervised at all times in the center, on the playground, on field trips, on non-vehicular excursions, and during all water activities and water play activities.

B: Children shall not be left alone in any room, (except the restroom as indicated in Subsection G or when being provided services by therapeutic professionals as defined in 103), outdoors, or in vehicles, even momentarily, without staff present.

C: A staff person shall be assigned to supervise specific children whose names and whereabouts that staff person shall know and with whom the staff person shall be physically present. Staff shall be able to state how many children are in their care at all times.

Finding:

1713.A-C. Based on interviews: On 8/27/19, at approximately 4:06pm, C1, age 6, was not supervised at all times following being picked up from school. C1 was left alone and unsupervised in one of the center's vehicles for an undetermined amount of time. C1 exited the vehicle alone and was unsupervised as she walked from one of the vans to the front door of the adjoined business. S1 did not know the whereabouts of C1 after returning to the center from the pickup.

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1715.A.1.&3.: Staff Records and Personnel Files

Not Met

1715.A.1.&3.: 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:
 - a. name;
 - b. date of birth;
 - c. home address and phone number;
 - d. training,
 - e. work experience;
 - f. educational background;
 - g. hire date; and
 - h. first day onsite working with children;
3. Upon termination or resignation of employment, the last date of employment and reason for leaving;

Finding:

1715.A Based on record review/interview: At 3:30pm, on 9/3/19, S1 failed to have a personnel file for S3 that included an application listing name, date of birth, home address, phone number, training, work experience, educational background, hire date, and first day on site working with children. S1 stated S3 is not an employee of the child care center, but works for the adjoined company located on the center's premises. On 9/3/19, specialist observed S3 transporting children using one of the center's vans. There was not an additional staff member on van.

1715.A.2.: Photo Identification

Not Met

1715.A.2.: Staff Members. 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/interviews: At 3:30pm, on 9/3/19, S1 failed to have a personnel file for S3 that included a copy of the state or federal government issued photo identification. Specialist observed S3 transporting children on one of the center's van during visit on 9/3/19. S1 stated S3 is not an employee of the child care center, but works for the adjoined company located on the center's premises.

1719.A.&B.: Orientation Training

Not Met

1719.A.&B.: A. Within seven calendar days of the first day present at the center, 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.
- B. 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; and
 6. CPR and first aid, as applicable.

Finding:

1719.A&B: Based on record review/interviews: At 3:30pm, on 9/3/19, S1 failed to provide S3 within seven calendar days of the first day present at the center, and prior to assuming sole responsibility for any children orientation to the policies and practices of the center that shall include Child abuse identification and reporting, emergency preparation, and licensing regulations. S1 stated S3 is not an employee of the child care center, but works for the adjoined company located on the center's premises. Specialist observed S3 transporting children on one of center's vans during visit on 9/3/19.

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1719.C.: Orientation Training - Transportation staff

Not Met

1719.C.: All staff members responsible for transporting children shall receive additional orientation training in the following areas prior to assuming their transportation duties:

1. transportation regulations, including the modeling of how to properly conduct a vehicle passenger check and demonstration by staff to director on how to conduct a vehicle passenger check;
2. proper use of child safety restraints required by state Law;
3. proper loading, unloading, and tracking of children as required by state law;
4. location of first aid supplies; and
5. emergency procedures for the vehicle, including actions to be taken in the event of accidents or breakdowns.

Finding:

1719.C. Based on record review/interviews: S1 failed to have S3 who was responsible for transporting children, receive additional orientation training in transportation regulations, including the modeling of how to properly conduct a vehicle passenger check and demonstration by staff to director of how to conduct a vehicle passenger check, proper use of child safety restraints required by law, location of first aid supplies, and emergency procedures for the vehicle, including actions to be taken in the event of accidents or breakdowns prior to assuming transportation duties. S1 stated S3 is not an employee of the child care center, but works for the adjoined company located on the center's premises. Specialist observed S3 transporting children during visit on 9/3/19.

1807.B.: CCCBC-Based Determinations of Eligibility for Volunteers and Staff

Not Met

1807.B.: B. Volunteers and Staff. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each volunteer, staff member, or employee of any kind, and shall have documentation of said determination available at all times for inspection upon request by the Licensing Division.

Finding:

1807.B. Based on record review/interviews: S1 failed to obtain a CCCBC based determination of eligibility for child care purposes from the department for S3 prior to performing services at the center when children are present as during specialist visit on 9/3/19 specialist observed S3 transporting children in one of the center's vans.S1 stated S3 is not an employee of the child care center, but works for the adjoined company located on the center's premises.

2101.A.4.: Transportation - Supervision

Not Met

2101.A.4.: Children shall never be left unattended in a vehicle.

Finding:

2101.A.4. Based on interviews: At 4:00pm on 9/3/19, specialist interviewed S1 who stated on 8/27/19 at approximately 4:06pm, she inadvertently left C1, age 6, unsupervised on one of the center vans as she thought she unloaded all the children off the van and sat on the van until 4:14pm. S1 stated at 4:17pm, S10 bought C1 to her and stated, C1 walked in the building and stated she was left on the van asleep. C1 opened the van door, exited the van, walked through business parking lot, opened adjoined business door and informed S10 of what happen. Specialist was unable to determine the amount of time C1 was unsupervised on the center van.

2101.A.13.: Appropriate Driver's License

Not Met

2101.A.13.: The center shall maintain a copy of a valid appropriate Louisiana or other state-issued driver's license for all individuals who drive vehicles used to transport children, whether said drivers are staff members or contracted drivers.

Finding:

2101.A.13. Based on record review/interviews: S1 failed to maintain a copy of a valid appropriate Louisiana or other state issued- driver's license for S3 who, on 9/3/19, was observed by the Specialist transporting children in care in one of the center's vans. S1 stated S3 is not an employee of the child care center, but works for the adjoined company located on the center's premises.

2103.D.: Vehicle Staff

Not Met

2103.D.: Vehicle Staff

1. When transporting children under age 4, the driver and one staff person shall be in each contracted or center provided vehicle at all times.
2. When transporting children age 4 and older, the driver plus one staff member shall be in each contracted or center provided vehicle at all times, unless the vehicle has a communication device which allows the driver to contact emergency personnel, in which case only the driver is needed.
3. At least one staff member in the vehicle and accessible to children shall have current certification in infant and child CPR.

Finding:

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2103.D. Based on record review/interviews: S1 failed to have at least one staff member in the vehicle and accessible to children with a current certification in infant and child CPR. On 9/3/19, specialist observed S2, S3, and S4 transporting children alone in the center's vans and neither had documentation of a current approved certification. S1 stated S3 is not an employee of the child care center, but works for the adjoined company located on the center's premises.

2107.A.1.&2.: Visual Check of Vehicle

Not Met

2107.A.1.&2.: A visual passenger check of a vehicle is required to ensure that no child is left in the vehicle.

1. A staff person shall physically walk through the vehicle and inspect all seat surfaces, under all seats, and in all enclosed spaces and recesses in the interior of the vehicle.
2. The staff member shall record the time of the visual passenger check and sign the log, indicating that no child was left on the vehicle.

Finding:

2107.A: Based on record review at 4:00pm on 9/3/19, the center's visual check of vehicle from 8/27/19, showed that the driver, S1 failed to conduct a visual passenger check and a face-to-name count for all children on 8/27/19, at all times. The document did not accurately reflect the children that exited the vehicle upon arrival at the center, due to C1, age 6, being left unattended on the vehicle for an undetermined amount of time. S1 stated she did not conduct a visual check prior to exiting the vehicle because the children use a buddy system when on the van and she thought all the children were off since none of the children said anything. S1 stated each child is assigned a buddy to make sure one another gets off the van.
