

## Statement of Deficiencies

### 713.A: Office of Public Health, State Fire, City Fire, Office of Early Childhood approval

Not Met

713.A: Current approvals by the Office of Public Health, Office of State Fire Marshal, City Fire (if applicable), Office of Early Childhood and the Licensing Division shall be required before the expiration of an existing license.

#### Finding:

713.A Based on record review/interview(s): The Provider lacked documentation of a current annual inspection and approval from Office of Public Health. Specialist reviewed documentation of a Health Inspection completed August 22, 2018 in which the center was cited deficiencies. S1 stated that she is in the process of correcting the 3 deficiencies cited.

### 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 observations/record review/interview(s): The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 78 children were present and 73 children were signed in on the log. S1 corrected prior to Specialist departure.

### 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): Though the Provider did have a behavior management policy, the policy failed to clearly states ALL all methods of discipline that are prohibited. Provider's policy listed items i, iv, and vi. S1 stated she would correct.

### 1509-A.8.c: Behavior Management Policy - Time Out

Not Met

1509-A.8.c: Time Out

- i. Time out shall not be used for children under age 2.
- ii. A time out shall take place within sight of staff.
- iii. The length of each time out shall be based on the age of the child and shall not exceed 1 minute per year of age.
- iv. For children over age six, a time out may be extended beyond 1 minute per year of age, if a signed and dated statement, including a maximum time limit, from the parent granting such permission, is on file at the center.

#### Finding:

1509-A.8.c Based on record review/interview(s): Though the Provider had a Time Out policy as part of their Behavior Management Policy, it failed clearly state ALL Time Out procedures that are used and all that are prohibited. Specialist found that the policy did not prohibit time out for children under age 2 or limit timeout to one minute per year of age of the child. S1 stated that the center adheres to these requirements; however, she will update her policies to include it.

## Statement of Deficiencies

### 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/interview(s): Though the Provider had a written Electronic Devices Policy, the policy failed to prohibit the use of electronic devices for children under age two. S1 corrected prior to Specialist departure.

### 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: The Provider 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. S1 corrected prior to Specialist departure.

### 1509-A.12.: Monitoring Policy for Provisionally Employed Staff

Not Met

1509-A.12.: Monitoring policy for provisionally employed staff members:

- a. Each center shall develop and implement a written policy describing the monitoring procedures that shall be used at the center when staff members are employed on a provisional basis due to an incomplete CCCBC-based determination of eligibility for child care purposes;
- b. The monitoring policy shall include all requirements for the monitoring of provisionally employed staff members set forth in §1811.D;
- c. The center shall post a copy of the policy in the center in a place visible to all parents and staff;
- d. The center shall provide copies of the written policy to each parent/legal custodian of enrolled children, center staff member and provisionally employed staff member, and the center shall obtain signed documentation from each that a copy of the policy has been received.

#### Finding:

1509-A.12. Based on record review/interview(s): No written monitoring policy for provisionally employed staff with incomplete CCCBC-based determination of eligibility for child care purposes. Specialist found that S16 received Provisional Eligibility May 10, 2018. Specialist found that S16's eligible status was not received until August 22, 2018. Specialist reviewed the staff sign in sheet and found that S16 worked from May 16-21, 2018 with Provisional Eligibility. S1 stated that she does not have this policy as she was unaware of the requirement.

### 1511-A.3: Receiving and Releasing Children procedure

Not Met

1511-A.3: An early learning center shall establish in writing and implement procedures for: Receiving and releasing a child from the center.

#### Finding:

1511-A.3 Based on interview(s): The Provider did not have a written and implemented procedure for receiving and releasing a child from the center. S1 stated that she had a policy, but was unable to locate it.

## Statement of Deficiencies

### 1811-D.2-3: Provisional Employment for Staff Members of Early Learning Centers

Not Met

1811-D.2-3: 2. A provisionally-employed staff member may be counted in child to staff ratios, but must be monitored at all times in accordance with the following.

- a. A monitor of a provisionally-employed staff member must be an adult staff member for whom the center has a CCCBC-based determination of eligibility for child care purposes, (or prior to October 1, 2018, a satisfactory CBC), who is designated by the center to monitor a specific provisionally-employed staff member.
  - b. The center must designate a monitor for each provisionally-employed staff member present at the center.
  - c. The monitor shall be physically present at the center at all times when the provisionally-employed staff member is present at the center.
  - d. Monitors must remain within close enough physical proximity of their designated provisionally-employed staff members to be able intervene at any time if intervention is needed.
  - e. A monitor shall perform at least one visual observation of each designated provisionally-employed staff member every 30 minutes.
  - f. The center may designate one monitor for up to a maximum of five provisionally-employed staff members at any given time.
  - g. At least one monitor must be physically present at all times in any room during naptimes if a provisionally-employed staff member is present.
3. The center shall have a log or other written documentation of the monitoring of provisionally-employed staff members that identifies each provisionally-employed staff member, the designated monitor for each, and the times of the visual observations.

#### Finding:

1811-D.2-3 Based on interview(s)/record review: S1 failed to have a log or other written documentation of monitoring of provisionally-employed staff member, S16. Documentation did not include each provisionally-employed staff member, the designated monitor for each, and the times of the visual observations. Specialist found that S16 received Provisional Eligibility May 10, 2018. Specialist found that S16's eligible status was not received until August 22, 2018. Specialist reviewed the staff sign in sheet and found that S16 worked from May 16-21, 2018 with Provisional Eligibility. S1 stated that she does not have this documentation as she was unaware of the requirement. S1 stated that S16 was monitored by a staff member.

### 1907-E.2: Cribs Free of Toys and Other Soft or Loose Bedding

Not Met

1907-E.2: Cribs shall be free of toys and other soft or loose bedding, including comforters, blankets, sheets, bumper pads, pillows, stuffed animals and wedges when the child is in the crib.

#### Finding:

1907-E.2 Based on observations/interview(s): The center's cribs were not free of toys or other soft or loose bedding (including blankets and stuffed animals) while the child was in the crib as evidence by Specialist observed one infant asleep in a crib with a loose blanket as well as another infant in a crib with a small blanket toy with a stuffed animal attached to it. S1 removed these items prior to Specialist departure.

### 1907-F.1-5: Prohibited Items

Not Met

1907-F.1-5: Prohibited Items

1. Infant walkers;
2. Toy chests, storage bins and other equipment with attached lids;
3. Latex balloons for children under age 3;
4. Trampolines; and
5. Culverts.

#### Finding:

1907-F.1-5 Based on observations/interview(s): The provider has a toy chest or storage bin with attached lids located on the play yard on the far right side. Specialist observed a plastic bench that has an attached lid that opens to a storage space beneath it. S1 stated she was unaware that this was not allowed and would correct.

### 1913-E: Water Activities - Safety Procedure

Not Met

1913-E: The center shall have written procedures describing the method staff shall use to account for children and ensure their safety while engaged in water activities.

#### Finding:

1913-E Based on record review/interview(s): The center did not have a written procedures describing the method staff shall use to account for children and ensure their safety while engaged in water activities. S1 stated that she was unaware of this requirement; however, she would compose a policy.

## Statement of Deficiencies

### 1919-A&B: Food Service and Nutrition - Menu

Not Met

1919-A&B: All meals and snacks provided by the center, and their preparation, service and storage, shall meet the requirements for meals of the U.S. Department of Agriculture (USDA) Child and Adult Care Food Program (CACFP) and 7 C.F.R. 226.20 and the Louisiana Sanitary Code, Title 51, Part XXIII, found at LAC 51:XXXIII. For the current CACFP meal patterns, contact the Louisiana Department of Education, Division of Nutrition Support.

The weekly menu shall:

1. be planned for each day of the week and list the specific food items served;
2. be prominently posted by the first day of each week and remain <b>posted</b> throughout the week; and
3. have substitutions or additions posted on or near the menu.

#### Finding:

1919-A&B: Based on observations and interview: The Center's snacks as specified under the Child Care Food Program of the United States Department of Agriculture, were not provided as 3 vanilla wafers and lemonade was served for morning snack. A meat, fruit, vegetable or milk was needed to meet the requirements.

### 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/interview(s): The provider failed to have a written multi-hazard emergency and evacuation plan to protect children in the event of emergencies that addresses the following any potential disaster related to the area in which the center is located, including a pre-determined site for potential threats to the safety, health and well-being of children in care, include specific procedures for handling infants through two year olds, specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs:. The Provider did not have the following system in place for: to account for all children, a system, and a back-up system, for contacting parents and authorized third party release caretakers, a system to reunite children and parents following an emergency.