

Statement of Deficiencies

1507-B: Daily Attendance Records - Staff and Owners

Not Met

1507-B: A daily attendance record for all staff members and owners shall be maintained that shall:

1. include the first and last name of the staff member or owner and arrival and departure times;
2. accurately reflect the staff members and owners on the center premises at any given time; and
3. be used to document staff members and owners who leave and return to the center during the day

Finding:

1507-B Based on record review by the Specialist on 9/13/17 the staff attendance record for 9/13/17 did not include S4. S4 was present at the center during the Specialist visit on 9/13/17 but was not signed in on the staff attendance sheet. Additionally, S1 was signed in as present at the center on 9/13/17 but was not present during the Specialist visit on 9/13/17. The Specialist also advised S4, the staff in charge, that when signing into or out of the center the staff need to indicate am or pm on the attendance sheet. The Specialist also noticed that S3 had already signed out for the day at 5:00 pm on 9/13/17 but it was not 5:00 pm yet when the Specialist conducted his visit on 9/13/17. The Specialist advised S4 that no staff should pre-sign in or out of the center on the staff attendance sheet and that it needs to be an accurate reflection of the staff on the center premise at the current time of day.

1707-A.1&2: Required Staffing - Director/ Director Designee

Not Met

1707-A.1&2: Each center shall have a qualified director or qualified director designee.

1. The director or director designee shall be an on-site, full-time staff person at the center during the day time hours of operation (prior to 9:00 p.m.).
2. The director or director designee shall be responsible for planning, managing, and controlling the center's daily activities, as well as responding to parental concerns and ensuring that minimum licensing requirements are met.

Finding:

1707-A.1: Based on Record Review by the Specialist on 9/13/17 S2 is not an on-site, full-time staff person at the center during the day time hours of operation (prior to 9:00 pm). The Specialist record reviewed the past several weeks of staff attendance sheets for S2 and S2 is only documented as working 20 to 25 hours per week at the center. The Specialist advised S4 that the center needs to have a full time Director working at the center. The Specialist advised S4 that the Director for the center must work at least 32 hours per week at the center during the day time hours of operation.

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 by the Specialist on 9/13/17 S3 started working at the center on 7/26/17 per staff attendance sheets but did not have her fingerprints completed and her waiver forms completed until 8/14/17. S3 was working at the center from 7/26/17 to 8/13/17 without completing the proper waiver criminal background check documents. Based on record review by the Specialist on 9/13/17 S4 started working at the center on 7/26/17 but has not completed her fingerprints and her waiver documents. The Specialist advised S4 that she can not work at the center until she has completed the proper waiver criminal background check documents. S4 states she will complete the criminal background check waiver documents tomorrow along with her fingerprints.

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 by the Specialist on 9/13/17 S4 did not have a State Central Registry form completed and on file for the current center she works at. S4 started working at the center on 7/26/17 per staff attendance sheets. The Specialist advised S4 that all staff members employed at the center must have 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.

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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 by the Specialist on 9/13/17 S3 and S4 have not completed the Orientation Training required by Bulletin 137 Licensing Regulations. S3 and S4 need to complete 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;

1723-A.&B.: CPR Certification

Not Met

1723-A.&B.: A - Infant and child CPR - Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in infant and child CPR.

B - Adult CPR - Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in adult CPR.

Finding:

1723-A.&B.: Based on Record Review by the Specialist on 9/13/17 the center did not have fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in infant and child CPR and Adult CPR. S3 and S4 were the only staff present at the center during the Specialist visit from 3:00 pm to 4:20 pm on 9/13/17 and neither staff had completed the CPR course.

1723-C.-D.: Pediatric First Aid

Not Met

1723-C.-D.:

C. Pediatric First Aid - Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in Pediatric First Aid.

D. Certification - A copy of the certification for each such staff member shall be on-site at all times and available for inspection by the Licensing Division.

Finding:

1723-C.-D. Based on record review by the Specialist on 9/13/17 the center did not have fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in Pediatric

Sandra's ABC Childcare Center
171 Kimble Lane
Ruston, LA 71270

Date - 09/13/2017
License # - 51020
Action Code - 26 - FOLLOW-UP to COMPLIANCE

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First Aid. S3 and S4 were the only staff present at the center during the Specialist visit from 3:00 pm to 4:20 pm on 9/13/17 and neither staff had completed the Pediatric First Aid course.
