

## Statement of Deficiencies

### 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.1.&3: Based on record review, S1 failed to maintain a personnel file for each staff member to include their hire date and first day onsite working with children as evidenced by this information was not documented for 5 of 18 staff members. Per S1's statement, 9/9/2019 is the date of hire and first day onsite for S3,S5,S7,S12, and S16. This was corrected prior to specialist departure.

### 1717.B.: Student Trainees - Records

Not Met

1717.B.: Student Trainees. The following information shall be maintained for all student trainees:

1. an application or information form with the student's name, date of birth, address and telephone number, name of the educational center and course instructor, and a job description that includes duties to be performed.
2. a list of duties performed while present at the center; and
3. documentation of a CCCBC-based determination of eligibility for child care purposes from the department.

#### Finding:

1717.B. Based on record review/interview, S1 failed to maintain an application or information form for O1 to include the name of the educational center, course instructor, a job description that includes duties to be performed, and a list of duties performed while present at the center as evidenced by this information was not available during the inspection. Per S1's statement, she was not aware this information was missing and will correct as soon as possible.

### 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 through training approved by the department.

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 through training approved by the department.

#### Finding:

1723.A&B Based on record review/interview, S1 failed to maintain at least fifty percent of staff members on the premises and accessible to children or at least four staff on the premises and accessible to children that shall have current current certification in infant and child CPR through training approved by the department as evidenced by 2 of 8 employees on the premises had current CPR certification. Per S1's statement, she will schedule a CPR class as soon as one is available. S1 and S4 are the only staff with current CPR certification.

### 1723.C.: Pediatric First Aid

Not Met

1723.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 through training approved by the department.

#### Finding:

1723.C. Based on record review/interview, S1 failed to maintain at least fifty percent of staff members on the premises and accessible to children or at least four staff on the premises and accessible to children that shall have current certification in pediatric first aid through training approved by the department as evidenced by 2 of 8 employees on the premises had current pediatric first aid certification. Per S1's statement, she will schedule a PFA class as soon as one is available. S1 and S4 are the only staff with current PFA certification.

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### 1811.A.&B.: Requests for CCCBC-Based Determinations of Eligibility

Not Met

1811.A.&B.: A. An early learning center or an entity identified in §1809 shall request and obtain from the department a new CCCBC-based determination of eligibility for child care purposes for each required person:

1. prior to the person being present or performing services at the center when children are present; and
2. not less than once during a five-year period.

B. An early learning center or an entity identified in §1809 shall not be required to request and obtain from the department a new CCCBC-based determination of eligibility for child care purposes for a required person, and instead shall be able to request and obtain from the department the person's CCCBC-based determination of eligibility provided to another in-state child care provider or entity identified in §1809, if:

1. a child care provider within the state or an entity requested and obtained a CCCBC-based determination of eligibility for child care purposes from the department for the person within the past five years, while the person was seeking employment or employed by a in-state child care provider or seeking to provide or providing services at an early learning center in Louisiana for an entity;
2. the department provided to the initial requesting child care provider or entity a CCCBC-based determination indicating the person was eligible for child care purposes; and
3. the person is still employed by a child care provider within the state, or is still providing services in an early learning center within the state for an entity, or has been separated from a child care provider within the state or an entity for less than 180 consecutive days.

#### Finding:

1811.A Based on record review/interview, S1 failed to request and obtain a CCCBC for S4 prior to her being present or performing services at the center when children are present as evidenced by the LS observed S4 supervising 13 children. Per S1's statement, S4 was hired on 09/09/2019. S4 left the center for break at 11:34 AM and was informed upon her arrival at 2:24 PM that she could not return until a CCCBC determination of provisional or eligible is obtained. Per S1's statement, she was not aware that S4 did not have an eligible CCCBC determination. S4 departed the premises at 2:30 PM.

### 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/interview, S1 failed to document an explanation from the parent or child upon checking the physical condition of the child and when something is observed as evidenced by the center's daily observation log dated 04/01/2019 to 04/30/2019 indicate that a black eye, bruises, and scratches were observed on children and no explanation was documented. C1 age 4 had a black eye. C2 age 4 had a scratch on his left eye and left knee. C3 age 3 had a scratch on his right upper leg. C4 age 4 had a scratch on his left wrist and a bruise on right elbow.

### 1921.E.: Tornado Drills

Not Met

1921.E.: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June at various times of the day necessary to include all children and shall be documented.

#### Finding:

1921.E. Based on record review/interview, S1 failed to conduct tornado drills at least once per month in the months of March, April, and May to include all children and shall be documented. Per S1's statement, the drills were conducted however they were not documented. The center is closed in June.