

## Statement of Deficiencies

### 5303.C.4: Notification of Changes

Not Met

5303.C.4. The Bureau shall be notified prior to making changes which may have an effect upon the license, e.g., age range of children served, usage of indoor and outdoor space, director, hours/months/days of operation, transportation, etc.

#### Finding:

\*\*\*\*NEW\*\*\*\*7303.C.4 (OLD TAG 5303.C.4. ) The Director did not notify the Bureau prior to making changes that had an effect on the license as USAGE OF INDOOR SPACE AS EVIDENCE BY: SPECIALIST OBSERVATION ON 9/15/10 THAT 1 WALL IN THE 1 YEAR OLD ROOM HAS BEEN INSTALLED AND IN THE 2-3 YEAR OLD ROOM A WALL HAS BEEN REMOVED. PROVIDER FAILED TO NOTIFY LICENSING SECTION THAT THESE CHANGES HAD BEEN MADE TO THE CENTER IN AUGUST 2010.

### 5305-D: Department of Health

Not Met

5305.D. The provider shall have documentation of yearly sanitation inspection and current approval from the Office of Public Health, Sanitarian Services. If food is catered or transported, approval is needed from the health department.

#### Finding:

\*\*\*\*NEW\*\*\*\*7305.D (OLD TAG 5305.D. ) The Provider lacked documentation of a current annual inspection and approval from the Office of Public Health, Sanitarian Services. AS EVIDENCE BY: SPECIALIST OBSERVATION AND PROVIDERS STATEMENT ON 9/15/10 THAT 1 WALL WAS ADDED IN THE CENTER AND 1 WALL WAS REMOVED IN THE CENTER WITHOUT NOTIFICATION TO DEPARTMENT OF HEALTH FOR CURRENT INSPECTION.

### 5305-E: State Fire Marshal

Not Met

5305.E. The provider shall have documentation of yearly safety inspection and current approval from the Office of State Fire Marshal.

#### Finding:

\*\*\*\*NEW\*\*\*\*7305.E (OLD TAG 5305.E.) The Provider lacked documentation of a current annual fire safety inspection and approval from the Office of State Fire Marshal. AS EVIDENCE BY: SPECIALIST OBSERVATION AND PROVIDERS STATEMENT ON 9/15/10 THAT 1 WALL WAS ADDED IN THE CENTER AND 1 WALL WAS REMOVED IN THE CENTER WITHOUT NOTIFICATION TO STATE FIRE MARSHALL.

### 5311-A.5: Criminal Record Check

Not Met

5311.A.5. A record for each paid and non-paid staff person, including substitutes and foster grandparents shall be on file at the center. Personnel record shall include documentation of a satisfactory criminal record check, as required by R.S.15:587.1. Provider shall request this clearance prior to the employment of any center staff. A criminal record clearance is not transferable from one employer to another. No staff with a criminal conviction of a felony, a plea of guilty or nolo contendere of a felony, or any offense of a violent or sexual nature, or any offense involving a juvenile victim shall be employed in a Class "A" child care center.

#### Finding:

\*\*\*\*NEW\*\*\*\*7311.A.5 (OLD TAG 5311.A.5. ) Documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, was not available for 1 staff, S2 AS EVIDENCE BY: SPECIALIST'S REVIEW OF THE STAFF DAILY ATTENDANCE LOGS (TIME CARD), PERSONNEL FILES AND OBSERVATION OF THIS STAFF BEING PRESENT IN THE CENTER DURING THE SPECIALIST'S VISIT.

## Statement of Deficiencies

### 5312-D.1: Continuing Education

Not Met

5312.D.1. The director shall provide opportunities for continuing education of staff through attendance at child care workshops or conferences, for paid and non-paid staff who are left alone with children, or who have supervisory or disciplinary authority over children. The child care staff, excluding foster grandparents, shall obtain 12 clock hours of approved training per center's anniversary year in job related subject areas. At least three of the 12 clock hours of training for directors/director designees shall be in administrative issues. Documentation shall consist of attendance records or certificates received by staff. This is in addition to the required training hours from the Department of Health and Hospitals, pediatric first aid and infant/child/adult CPR. Medication administration training by a Child Care Health Consultant may count toward fulfilling three of the mandated 12 hours of continuing education training. All training shall have prior approval by the Department of Social Services. Original certificates shall be made available upon request.

#### Finding:

\*\*\*NEW\*\*\*7312.D.1 (OLD TAG 5312.D.1.) There was no documentation that S1, who are left alone with children, or who have supervisory or disciplinary authority over children have obtained 12 clock hours of approved training per center's anniversary year. This is in addition to the required training from the Department of Health, Pediatric First Aid and Infant/Child/Adult CPR.

### 5331-I: Liability Insurance

Not Met

5331.I. The provider shall maintain in force at all times current commercial liability insurance for the operation of center vehicles to ensure medical coverage for children in the event of accident or injury. This policy shall extend coverage to any staff member who provides transportation for any child in the course and scope of his/her employment. The provider is responsible for payment of medical expenses of a child injured while in the provider's care. Documentation shall consist of the insurance policy or current binder that includes the name of the child care facility, the name of the insurance company, policy number, period of coverage and explanation of the coverage. If transportation is provided by parents for field trips or transportation is provided by contract, whether daily or field trip, a copy of the current liability insurance shall be maintained on file.

#### Finding:

7331.I (OLD TAG 5331.I.) The Provider lacked documentation of current commercial liability insurance for the operation of the vehicle(s) to ensure medical coverage for children in the event of accident or injury. SPECIALIST VIEWED CONTRACT BUS DRIVER'S INSURANCE, HOWEVER THE DOCUMENTATION WAS LACKING THE POLICY NUMBER.

### 5331-K: First Aid Supplies

Not Met

5331.K. There shall be first aid supplies in each provider or contracted vehicle. First aid supplies (at least one per trip) shall be available for each field trip when parents provide transportation. In lieu of a visual inspection of a contracted vehicle, a signed statement by the agency representative verifying this information is acceptable.

#### Finding:

7331.K (OLD TAG 5331.K.) The Provider did not have a statement signed by the contract agency's representative verifying that the contracted vehicle was equipped with first aid supplies for FIELD TRIPS TAKEN BY CENTER ON 1/22/10 AND 1/25/10.

### 5331-L: Identification Information in Vehicle

Not Met

5331.L. There shall be information in each vehicle identifying the name of the director and the name, telephone number, and address of the center for emergency situations. In lieu of a visual inspection of a contracted vehicle, a signed statement by the agency representative verifying this information is acceptable.

#### Finding:

7331.L (OLD TAG 5331.L.) The Provider did not have a statement signed by the contract agency representative verifying that the contracted vehicle (s) used for FIELD TRIPS ON 1/22/10 AND 1/25/10 contained information in each vehicle identifying the name of the Director and the name, telephone number and address of the center for emergency situations.