

## Statement of Deficiencies

### 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 record review:

The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time. The daily attendance log for children did not include first and last name of the child, the time of arrival and departure of each child and the name of the person to whom the child was released. On 3/29/2018, 4 of 39 children were not signed out and no signature of person to whom the child was released. On 4/3/2018, 4 of 30 children were not signed out and no signature of person to whom the child was released. On 3/1/2018, 2 of 30 children were not signed out and no signature of person to whom the child was released. On 2/21/2018, 1 of 29 children were not signed out and 2 of 29 did not have a signature of person to whom the child was released. On 2/8/2018, 1 of 24 children was not signed out and did not have a signature of the person to whom the child was released.

### 1507-E: Daily Attendance Records - Visitors

Not Met

1507-E: A daily attendance record for all visitors to include the name, date of visit, arrival and departure times, and the purpose of the visit.

#### Finding:

1507-E Based on record review/observations:

The center's visitor's daily attendance record did not accurately reflect when a Visitor was on the child care premises as evidenced during licensing visit on 9/17/2018. Specialists observed O1, O2, O3, & O4 on premises, however all 4 were not signed in on visitor's log. Corrected at time of licensing visit.

### 1711-C: Posted Child to Staff Ratio in Classroom

Not Met

1711-C: The Licensing Division form noting required child to staff ratios shall be posted in each room included in the center's licensed capacity.

#### Finding:

1711-C Based on observations: The Licensing Division form noting required child/staff ratios failed to be posted in each room included in the center's licensed capacity. On 9/17/2018, specialist observed 3 of 4 classrooms, which were occupied with children, did not have child to staff ratio posted.

### 1901-C: End-of-Day Check

Not Met

1901-C: The entire center and play yard shall be checked after the last child departs to ensure that no child is left at the center and this check shall be documented. Documentation shall include date, time of visual check, and signature of the staff conducting the visual check.

#### Finding:

1901-C Based on record review:

The Provider did not document that the entire center and play yard is checked after the last child departs to ensure that no child is left unattended at the center. On 4/3/2018, there were 30 children present, but no end of day check of center was documented. On 4/4/2018, there were 36 children present, but no end of day check of center was documented. On 4/18/2018, there were 37 children present, but no end of day check of center was documented. On 6/14/2018, there were 33 children present, but no end of day check of center was documented. On 7/9/2018, there were 28 children present, but no end of day check of center was documented. On 7/10/2018, there were 30 children present, but no end of day check of center was documented. On 7/11/2018, there were 31 children present, but no end of day check of center was documented. On 7/12/2018, there were 32 children present, but no end of day check of center was documented. On 7/13/2018, there were 28 children present, but no end of day check of center was documented.

### 1901-M: Strings and Cords

Not Met

1901-M: Strings and cords, including but not limited to those found on equipment, window coverings, televisions and radios, shall be inaccessible to children under age 4.

#### Finding:

1901-M Based on observations: Strings and cords were accessible to 16 children under age 4 as specialist observed a black cord hanging from television on top of storage shelf that is accessible to children ages 2 - 4yrs old in classroom three with S4. Corrected a time of licensing visit.

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### 1901-O: Alcohol, Tobacco, etc. Prohibited

Not Met

1901-O: The center shall prohibit the use of alcohol and tobacco and the use or possession of illegal substances, unauthorized potentially toxic substances, fireworks and firearms, and pellet and BB guns on the center premises and notice to this effect shall be posted.

#### Finding:

1901-O Based on observations: The center failed to have a posted sign prohibiting the use of alcohol and tobacco and the use or possession of illegal substances, unauthorized potentially toxic substances, fireworks and firearms, and pellet and BB guns on the center premises and notice to this effect shall be posted.

### 1901-Q: The Safety Box

Not Met

1901-Q: The center shall post a copy of the current The Safety Box newsletter issued by the Louisiana Office of the Attorney General and shall immediately remove from the early learning premises any items listed as recalled.

#### Finding:

1901-Q Based on record review: The center did not maintain a posted copy of the current The Safety Box newsletter issued by the Louisiana Office of the Attorney General and shall immediately remove from the early learning premises any items listed as recalled. The last posted The Safety Box is dated June 2016.

### 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:  
The center's cribs were not free of soft or loose bedding (including comforters, blankets, sheets, bumper pads, pillows, stuffed animals and wedges) while the child was in the crib as evidence on 9/17/2018. Specialist observed 2 loose blankets in the cribs with 2 infants, in the infant room with S2. Corrected at time of licensing visit.

### 1915-B.&C: Health Services - Parental Notification

Not Met

1915-B.&C:

B. Reporting. Incidents, injuries, accidents, illnesses, and unusual behavior shall be documented and reported to the parent no later than when the child is released to the parent or authorized representative on the day of the occurrence.

C. Immediate Notification. The parent shall be immediately notified in the following circumstances:

1. blood not contained in an adhesive strip;
2. head or neck or eye injury;
3. human bite that breaks the skin;
4. animal bite;
5. impaled object;
6. broken or dislodged teeth;
7. allergic reaction skin changes (e.g. rash, spots, swelling, etc.);
8. unusual breathing;
9. symptoms of dehydration;
10. temperature reading over 101° oral, 102° rectal, or 100° axillary; or
11. injury or illness requiring professional medical attention.

#### Finding:

The Provider did not have documentation of immediate notification to the parent when the following occurred to a child. Incident occurred at 11:45am on 6/14/2018 and the parent was notified at 4:00pm.

## Statement of Deficiencies

### 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: The provider failed to conduct and document practice drills at least twice per year. There is no documentation for practice drills conducted between 10/2017 - 8/2018.

### 1921-C: Evacuation Pack

Not Met

1921-C: Evacuation Pack. The center shall have an evacuation pack, the location of which is known to all staff, that at a minimum shall contain:

1. a list of area emergency phone numbers;
2. a list of emergency contact information and emergency medical authorization for all enrolled children;
3. an emergency pick up form;
4. first aid supplies, hand sanitizer, wet wipes, and tissue;
5. diapers for children who are not toilet trained and plastic bags for diapers;
6. a battery powered flashlight and radio and batteries;
7. food for children under the age of 4, including infant food and formula; and
8. disposable cups and bottled water.

#### Finding:

1921-C Based on observations: The center failed to have a complete evacuation pack that includes a list of area of emergency phone numbers, an emergency pick up form, food for children under the age of 4, including infant food and formula; and bottle water.