

Statement of Deficiencies

1103.A.-D.: Critical Incidents and Required Notifications

Not Met

1103.A.-D.: An early learning center shall make immediate notification to emergency personnel, law enforcement as applicable, and other appropriate agencies for the following types of critical incidents involving children in care:

1. death;
 2. serious injury or illness that required medical attention;
 3. a child left unsupervised for any amount of time;
 4. use of prohibited behavior management as described in § 1509.A.8.b;
 5. allegations or suspicion of child abuse or neglect by center staff;
 6. an accident involving the transportation of children; or
 7. any other significant event relating to the health, safety, or well-being of any child, including but not limited to a lost child, an emergency situation, fire or other structural damage, or closure of the center.
- B. The parent shall be contacted immediately following any immediate notifications made under Subsection A.
- C. The LDE and other appropriate agencies, such as DCFS, LDH and the Office of State Fire Marshal, as applicable, shall be notified via email within 24 hours of the incident.
- D. The department shall be notified by written report within 24 hours of the incident or the next business day. This written notification shall be made on the department's Critical Incidents Report Form and shall contain all information requested on the form.

Finding:

1103.A.&C.:Based on record review/interview at 12:30 p.m., S1 failed to notify Child Welfare within 24 hours of the following critical incident: On 8/23/2023, at 4:06 p.m., S2, Date of Hire: 8/14/2023, bent down to fix the door as C1, three-years-old, was running, fell, and was on the floor with blood on her face. O1 was notified at 4:08 p.m. and picked up C1 at 4:20 p.m. O1 stated she brought C1 to the hospital and she received two or three stitches.

Corrective Action Plan: Effective 9/25/2023, S1 stated she all critical incidents reported to the Department will also be reported to Child Welfare. All staff will be retrained on required notifications and time frames, to ensure compliance with this regulation.

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

Not Met

1707.A.1.&2.: Director or Director Designee. 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 daytime hours of operation (prior to 9 p.m.). When the director is not an on-site full-time employee at the licensed location, there shall be a qualified director designee who is an on-site full-time employee at the licensed location.
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.&2.: Based on record review at 11 a.m., there failed to be a qualified Director, who is an on-site full time staff person at the center during the day time hours of operation (prior to 9:00 p.m.), and 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. S14's last day present was 8/4/2023.

Corrective Action Plan: Effective 9/25/2023, S1 stated she will reach out to the Licensing Consultant to provide additional documentation for qualification, if necessary, and complete all requirements, to ensure compliance with this regulation.

1713.E.&F.: Supervision Participation

Not Met

1713.E.&F.:

- E: While supervising a group of children, staff shall devote their time to supervising the children, meeting the needs of the children, and participating with them in their activities.
- F: Staff duties that include cooking, housekeeping or administrative functions shall not interfere with the supervision of children.

Finding:

1713.E.&F.: Based on record review/interview, at 12:30 p.m., while supervising a group of children, S2 failed to devote her time to the supervision of the children, meeting the needs of the children, and in participation with the children in their activities. On 8/23/2023, at 4:06 p.m., S2, bent down while working on her classroom door, heard children running, looked up, and C1, three-years-old, was on the floor with blood on her face.

Corrective Action Plan: Effective 9/25/2023, S1 stated she reviewed this regulation with S2 and how to better supervise active children. She will retrain staff on supervision participation to prevent future incidents, to ensure compliance with this regulation.

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1719.A.-C.: Orientation Training

Not Met

1719.A.-C.: A. Within seven calendar days of the first day present at the center, and prior to assuming sole responsibility for any children, each staff member shall receive center-specific orientation to the policies and practices of the center that at a minimum shall include information on the center:

1. child abuse identification and reporting, including phone numbers for mandatory reporting and suspected child abuse and neglect;
2. location of emergency exits and emergency preparedness plans;
3. handling of emergencies due to food/allergic reactions;
4. location of first-aid supplies;
5. list of children with allergies and special needs;
6. identification of critical staff including but not limited to staff trained in CPR and first aid and staff who can administer medicine;
7. child release policies and restrictions;
8. child-to-staff ratio policies;
9. daily schedules;
10. opening policy;
11. closing policy; and
12. transportation policy and vehicle inspection procedures.

B. Within seven calendar days of the first day present at the center, and prior to assuming sole responsibility for any children, each staff member shall complete the LDE Key Training Module 1 and the DCFS online Mandated Reporter Training. Key Training Module 1 shall at a minimum include information on the following:

1. general emergency preparedness, including natural disasters and man-caused events;
2. professionalism;
3. health and safety, which includes: daily observations, supervision regulations, daily attendance, child to staff ratios, improper discipline, prohibited discipline, prevention of shaken baby syndrome, prevention of abusive head trauma and child maltreatment, food safety, choking risks recognition and reporting of child abuse and neglect;
4. administration of medication consistent with standards for parental consent;
5. prevention and response to emergencies due to food and allergic reactions;
6. appropriate precautions in transporting children, if applicable;
7. public health policies, prevention and control of infectious diseases, including immunization information;
8. handling and storage of hazardous materials and the appropriate disposal of bio-contaminants;
9. pediatric first aid and cardiopulmonary resuscitation (CPR);
10. prevention of sudden infant death syndrome and use of safe sleep practices;
11. outdoor play practices;
12. environmental safety; and
13. building and physical premises safety, including identification of and protection from hazards, bodies of water and vehicular traffic;
14. child release practices; and
15. critical incident practices and licensing regulations

C. Within 30 calendar days of the first day present at the center and prior to assuming sole responsibility for any children, each staff member shall complete the LDE Key Orientation Training Modules 2 and 3, that at a minimum shall include information on the following:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety; and
5. early learning development standards.

Finding:

1719.A.-C. Based on record review at 12 p.m., there failed to be documentation available for review of the following orientation requirements:

- S1 failed to have a center-specific orientation form and the LDE Key Training Module 1 within 7 calendar days and the LDE Key Training Module 2-3 within 30 calendar days of first day present on 8/4/2023;
- S2 completed the LDE Key Training Module 1 on 8/24/2023 and failed to provide documentation of the DCFS Mandated Reporter Training within 7 calendar days and the LDE Key Training Module 2 within 30 calendar days of first day present on 8/14/2023;
- S5 failed to have a center-specific orientation form and the DCFS Mandated Reporter Training within 7 calendar days of first day present on 9/11/2023;
- S7 failed to have a center-specific orientation form and the DCFS Mandated Reporter Training and the LDE Key Training Module 1 (completed on 9/8/2023) within 7 calendar days of first day present on 7/31/2023; and
- S8 failed to have an orientation form and the DCFS Mandated Reporter Training was completed on 9/11/2023 and first day present was 8/24/2023;

Corrective Action Plan: Effective 9/25/2023, S1 stated she will review all new hire staff orientation documentation and if not completed, will complete on during their first day working and prior to working in the classroom, to ensure compliance with this regulation.

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1723.F: CPR/Pediatric First Aid within 60 days

Not Met

1723.F: Within 60 calendar days from the date of hire and prior to assuming sole responsibility for any children, each staff member shall have current certification in pediatric first aid and CPR. During this period, caregivers and teachers who provide direct care for children must be supervised until training is completed.

Finding:

1723.F.: Based on observation/record review at 11 a.m., S9 failed to have a current certification in pediatric first aid and CPR within 60 calendar days from date of hire on 7/27/2023 and prior to assuming sole responsibility for 5, two-year-old children. S9 is scheduled to complete training on 9/30/2023.

Corrective Action Plan: Effective 9/25/2023, S1 stated all staff will have CPR/Pediatric First Aid prior to working in a classroom alone, to ensure compliance with this regulation.

1807.B.: CCCBC-Based Determinations of Eligibility for Volunteers and Staff

Not Met

1807.B.: B. Volunteers and Staff. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each volunteer, staff member, or employee of any kind, and shall have documentation of said determination available at all times for inspection upon request by the Licensing Division.

Finding:

1807.B.: Based on observation/record review at 12:30 p.m., there failed to be documentation of a CCCBC-based determination of eligibility for child care purposes from the Department for S2, Date of Hire: 8/14/2023, prior to being present at the center or performing services on 8/14/2023-8/18/2023, 8/21/2023-8/25/2023, 8/28/2023-8/31/2023, 9/5/2023-9/8/2023, 9/11/2023-9/15/2023, 9/18/2023-9/22/2023, and 9/25/2023. S2 departed the childcare center at 12:32 p.m.

Corrective Action Plan: Effective 9/25/2023, S1 stated she will gain access to the CCCBC roster and check for eligibility at a minimum of twice a week. All new hire staff will be add to the license center's roster, prior to working in the childcare center, to ensure compliance with this regulation.

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 at 12 p.m., there failed to be documentation the entire center and play yard was checked after the last child departed, to ensure that no child was left unattended at the center, from 6/7/2023-6/9/2023, 6/12/2023-6/16/2023, 6/19/2023-6/23/2023, 7/3/2023, 7/5/2023-7/7/2023, 7/10/2023-7/14/2023, 7/17/2023-7/21/2023, 7/24/2023-7/28/2023, 7/31/2023, 8/18/2023, and 9/22/2023. S1 verified the childcare center was open and operating with children present on these dates.

Corrective Action Plan: Effective 9/25/2023, S1 stated she will pre-fill in the dates on the record form and conduct a review the following day to ensure documentation was completed, to ensure compliance with this regulation.