

## 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 provider's daily attendance record for children did not accurately reflect the children on the child care premises at any given time. On 9/27/18, 5 of 15 children on premises did not have a departure time and first and last name of the person or entity to whom the child was released. On 9/26/18, 1 of 14 children on premises did not have a departure time. On 9/26/18, 4 of 14 children did not have first and last name of the person or entity to whom the child was released. On 9/25/18, 2 of 12 children on premises did not have a departure time. On 9/24/18, 2 of 15 children on premises did not have a departure time. On 9/21/18, 2 of 17 children on premises did not have a departure time. On 9/21/18, 3 of 17 children did not have the first and last name of the person or entity to whom the child was released.

### 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:

The provider's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time. On 8/31/18, S6 & S8 were not signed out. On 8/24/2018, S3 & S5 were not signed out. On 6/28/18, S5 was not signed out. On 7/9/18, S3 was not signed in from lunch.

### 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:

The provider's visitor's daily attendance record did not accurately reflect when a Visitor was on the child care premises. The provider failed to have documentation for all visitors to include date of visit, arrival and departure times of O2, O3, O4, O5. O2 and O3 was on premises during the month of July 2018, but date of visit was not documented. O4 and O5 was on premises during the month of August 2018, but date of visit was not documented. O5 does not have a departure time for visit in August 2018.

### 1807-C.: CCCBC-Based Determinations of Eligibility for Visitors and Contractors

Not Met

1807-C.: C. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each visitor or independent contractor of any kind, and shall have documentation of said determination available at all times for inspection upon request by the licensing division, unless the visitor or independent contractor, other than therapeutic professionals as defined in §103, will be accompanied at all times while at the center when children are present, by an adult staff member who is not being counted in child-to-staff ratios. The center shall have documentation of said determination of eligibility, or documentation of the accompanying staff member, available at all times for inspection upon request by the Licensing Division.

#### Finding:

1807-C. Based on record review: A CCCBC-based determination of eligibility for child care purposes from the department was not obtained for each visitor, prior to the person being present at the center or performing services as evidence on 9/12/2018. The provider did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied visitor O1 on 9/12/2018 between 1:20pm - 1:30pm at all times while O1 was on the center premises. Sign in documentation did not include the accompanying staff member's signature.

### 1901-P: Staff Personal Belongings

Not Met

1901-P: The personal belongings of center staff members shall be inaccessible to children.

#### Finding:

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1901-P Based on observations: The personal belongings of the center staff members shall be inaccessible to children. On 9/28/2018, specialist observed a phone and purse for S2, on a table in classroom one, accessible to six 3 - 4yr old children.

### **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 Provider did not post 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General. The last posted The Safety Box newsletter is date June 2017.

### **1911-K: Hand Washing**

**Not Met**

1911-K: Staff and children shall wash their hands using soap at least at the following times: upon arrival at the center, before preparing or serving meals, before giving medication, after playing in water used by more than one person, after toileting, after helping a child use a toilet or changing diapers, after wiping noses or cleaning wounds, after handling pets and other animals, after playing in sandboxes, before eating meals or snacks, upon coming in from outdoors, after cleaning or handling garbage and anytime hands become soiled with body fluids, such as urine, saliva, blood or nasal discharge.

#### **Finding:**

1911-K Based on observations: Specialist observed that Staff and children did not wash their hands using soap. Specialist observed S3 change a 1yr old's diaper without washing hands after. Specialist also observed S3 assist a 3-4yr old child in the restroom, but the child did not wash her hands after.