

## 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.&D.: Based on record review/interview at 12:30 p.m., S1 failed to notify within 24 hours of a critical incident to the Department. S1 stated on 9/27/2022 at approximately 9:30 a.m., Child Welfare conducted a visit in the center regarding an allegation of suspected abuse/neglect by S13 (Date of Hire: 10/15/2021), occurring between 5/7/2022 and 5/31/2022. S13 allegedly locked C1 (five-years-old) and other children in the four-to-five-year old classroom bathroom when they cried and the children were not allowed to come out until they were done crying. On or around May 20, 2022, S11 and S2 were made aware of these allegations and failed to report them to the Department and Child Welfare within 24 hours. S13 is no longer employed in the center as of 6/29/2022.

Corrective Action Plan: Effective 10/3/2022, S1 stated following all allegations of abuse/neglect, staff will notify to the proper authorities no later than 24 hours of being informed of the incident. All staff will be retrained monthly on how to properly identify and report critical incidents, to ensure compliance with this regulation.

### 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 observations/record review at 12:15 p.m., the staff daily attendance record failed to accurately reflect persons on the child care premises at any given time. Specialist observed S7 was present and signed out of the center at 12:08 p.m. and S10 failed to be present and was signed in on the log at 6:30 a.m. S1 stated S7 was signed out on break in the center and S1 corrected the record to include S10's departure time of 9:45 a.m.

Corrective Action Plan: Effective 10/3/2022, S1 stated staff will document attendance on a paper record log to accurately reflect when on the premises, to ensure compliance with this regulation.