

## Statement of Deficiencies

### 1719.A.&B.: Orientation Training

Not Met

1719.A.&B.: 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 orientation to the policies and practices of the center that at a minimum shall include:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices.

B. Within 30 calendar days of date of hire, each staff member shall receive orientation to the additional policies and practices of the center that at a minimum shall include:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention; and
6. CPR and first aid, as applicable.

#### Finding:

1719.A.&B:Based on record review/interview at approximately 4:00 PM, S1 failed to have documentation that S3 and S6 completed orientation within seven calendar days of the first day present at the center and prior to them assuming sole responsibility of children. S1 also failed to have documentation that S3 and S6 received orientation training within 30 calendar days of hire to the additional policies and practices of the center. S2's first day present at the center was 02/10/2020 and S3's first day present at the center was 09/01/2020. Per S1's statement, these trainings were completed timely; however, she thought she no longer needed to complete the orientation form.

Corrective Action Plan: Effective 10/08/2020, S1, Director, stated that she would complete an orientation form for S3 and S6 on 10/09/2020.

### 1811.A.&B.: Requests for CCCBC-Based Determinations of Eligibility

Not Met

1811.A.&B.: A. An early learning center or an entity identified in §1809 shall request and obtain from the department a new CCCBC-based determination of eligibility for child care purposes for each required person:

1. prior to the person being present or performing services at the center when children are present; and
2. not less than once during a five-year period.

B. An early learning center or an entity identified in §1809 shall not be required to request and obtain from the department a new CCCBC-based determination of eligibility for child care purposes for a required person, and instead shall be able to request and obtain from the department the person's CCCBC-based determination of eligibility provided to another in-state child care provider or entity identified in §1809, if:

1. a child care provider within the state or an entity requested and obtained a CCCBC-based determination of eligibility for child care purposes from the department for the person within the past five years, while the person was seeking employment or employed by a in-state child care provider or seeking to provide or providing services at an early learning center in Louisiana for an entity;
2. the department provided to the initial requesting child care provider or entity a CCCBC-based determination indicating the person was eligible for child care purposes; and
3. the person is still employed by a child care provider within the state, or is still providing services in an early learning center within the state for an entity, or has been separated from a child care provider within the state or an entity for less than 180 consecutive days.

#### Finding:

1811.A. Based on record review/interview on 10/08/2020 at approximately 5:00 PM, S1 failed to request and obtain a CCCBC-based determination of eligibility for child care purposes prior to S3 and S6 being present and performing services at the center. Per S3's daily staff attendance log dated 09/01/2020 to 09/11/2020, she began working on 09/01/2020; however, she did not receive an eligible CCCBC-based determination of eligibility until 09/03/2020. On 09/01/2020, S3 signed in at the center from 8:00 AM to 11:00 AM and 12:00 PM to 3:00 PM. On 09/02/2020, S3 signed in at the center from 8:00 AM to 11:00 AM and 12:00 PM to 3:00 PM.

Specialist also reviewed a statement written by S1 located in S6's file that stated S6 began employment on 02/10/2020 and would be working 30 hours per week. S6 did not receive an eligible CCCBC-based determination of eligibility until 05/22/2020. Per S1's statement, S6 was in and out in February and she was not officially hired until June 1, 2020.

Corrective Action Plan: Effective 10/08/2020, S1, Director, states she would ensure that all staff members have an eligible CCCBC determination of eligibility prior to being present and performing services at the center.

## ***Statement of Deficiencies***

### **2107.A.1.&2.: Visual Check of Vehicle**

**Not Met**

2107.A.1.&2.: A visual passenger check of a vehicle is required to ensure that no child is left in the vehicle.

1. A staff person shall physically walk through the vehicle and inspect all seat surfaces, under all seats, and in all enclosed spaces and recesses in the interior of the vehicle.
2. The staff member shall record the time of the visual passenger check and sign the log, indicating that no child was left on the vehicle.

#### **Finding:**

2107.A.2: Based on record review/interview at approximately 4:40 PM, S4 failed to have documentation that a visual passenger check was completed. The daily passenger transportation log dated 10/05/2020 through 10/08/2020 failed to document the time the visual check was completed and the signature of the staff completing it.

Corrective Action Plan: Effective 10/08/2020, S1, Director, stated that she would ensure S4 complete and document the visual check by checking the log daily.

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