

## Statement of Deficiencies

### 1103-A-E: Critical Incidents and Required Notification

Not Met

1103-A-E: 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. reportable infectious diseases and conditions listed in LAC 51.II.105; and
  4. 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 Licensing Division and other appropriate agencies shall be notified via email within 24 hours of the incident.
- D. The Licensing Division 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 Licensing Division's Critical Incidents Report Form and shall contain all information requested on the form.
- E. Reporting deadlines may be adjusted in the event of a natural catastrophe and/or disaster, as determined by the Department.

#### Finding:

1103-A4-C:Based on record review: The Early Learning Center failed to make immediate notification to the Department of Children and Family Services following a critical incident involving a child in its care. On 10/03/2017, from 11:55am-1:28pm, C1, (age 1), was left alone in her classroom without supervision by S9. C1 was unsupervised in the classroom for 1:33 hours. C1 was found and retrieved from the classroom by S1 and S8 at 1:28pm.

### 1503-A-C: General Liability Insurance Policy

Not Met

1503-A-C: A. A center shall maintain in force at all times current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury.

- B. A center is responsible for payment of medical expenses of a child injured while in the center's care.
- C. Documentation of commercial liability insurance shall consist of the insurance policy or current binder that includes the name of the early learning center, physical address of the center, name of the insurance company, policy number, period of coverage and explanation of the coverage.

#### Finding:

1503-A-C Based on record review:The Center did not show documented proof of its current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury.

### 1711-A-B-D-G: Child to Staff Ratio

Not Met

1711-A-B-D-G: A. Child to staff ratios are established to ensure the safety of all children.

- B. Minimum child to staff ratios shall be met at all times.
1. There shall be a minimum of two staff members present at an early learning center when more than one child is present.
  2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.
- D. Minimum Child to Staff Ratios for Type II and Type III centers:

Ages of Children	Ratio
Infants under 1 year	5:1
1 year	7:1
2 years	11:1
3 years	13:1
4 years	15:1
5 years	19:1
6 years and up	23:1

G. Mixed Age Groups - Minimum Child to Staff Ratios

1. An average of the child to staff ratios may be applied to mixed age groups of children ages 2, 3, 4 and 5
2. Child to staff ratios for children under age two are excluded from averaging.
3. When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
4. An average may be applied to a mixed age group consisting only of children ages 5 and older.

#### Finding:

1711-A-B-D-G Based on observations/record review: Child to Staff Ratios were not met in the center on 10/03/2017, as there were 9 1-2 year-old children supervised by one staff, S9. Two staff are required to meet the child to staff ratio when there are 9 children ranging in age from 1-2 years in the classroom. Video footage of S9's classroom on 10/03/2017 revealed that there were 9 1-2 age children in the classroom with one staff, S9.

## ***Statement of Deficiencies***

### **1713-A&B&C: Supervision**

**Not Met**

1713-A&B&C:

A: Children shall be supervised at all times in the center, on the playground, on field trips, on non-vehicular excursions, and during all water activities and water play activities.

B: Children shall not be left alone in any room, (except the restroom as indicated in Subsection G), outdoors, or in vehicles, even momentarily, without staff present.

C: A staff person shall be assigned to supervise specific children whose names and whereabouts that staff person shall know and with whom the staff person shall be physically present. Staff shall be able to state how many children are in their care at all times.

#### **Finding:**

1713-A&B&C Based upon observation/interviews: Children were not supervised at all times as on 10/03/2017, C1, (age 1), was left in the classroom unsupervised from 11:55am to 1:33pm. C1 was unsupervised for 1:33 hours. Video footage of C1's 1-2-year old classroom revealed that C1 was left in the classroom unsupervised at 11:55am by S9. C1 was found and retrieved from the classroom by S1 and S8 at 1:28pm.

---