

Statement of Deficiencies

1501.A.: Operations

Not Met

1501.A.: A center shall operate within the licensed capacity, age range, hours of operation and other specific services designated on its license.

Finding:

1501.A. Based on observations on 10/14/19 at 10:45am, S11 made changes that had an effect on the license as the provider is licensed to care for children ages 3 weeks to 5 years old and S11 had her 9 year old son, C11 in her classroom. S11 advised that parish school was out and she did not have anyone to watch C11. Specialist advised S1 & S11 that the center's license did not cover children pass 5 years of age. S11 called and had someone to pick C11 up at 11:00am.

1515.A.1.: Child Records and Cumulative Files

Not Met

1515.A.1.: A cumulative file shall be maintained on each child that shall include the following records:

1. An information form signed and dated by the parent and updated as changes occur, that contains:
 - a. name of child, date of birth, sex, date of admission;
 - b. name of parents and the home address of both child and parents;
 - c. phone numbers where parents may be reached while child is in care;
 - d. name and phone number of person to contact in an emergency if parents cannot be located promptly;
 - e. name and telephone number of child's physician, if applicable;
 - f. name and telephone number of the child's dentist, if applicable;
 - g. any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable;
 - h. any special dietary needs, restrictions or food allergies or intolerances, if applicable. See Paragraph 4;

Finding:

1515.A.1. Based on record review on 10/14/19 at 11:10am, 1 of 29 children present, C11 did not have a cumulative file on record as he is the child of S11 and was on the premises because she did not have a babysitter and parish school was out today.

1515.A.2.: Emergency Medical Treatment

Not Met

1515.A.2.: Written authorization signed and dated by the parent to secure emergency medical treatment;

Finding:

1515.A.2. Based on record review on 10/14/19 at 11:10am, 1 of 29 Children's records lacked a signed and dated parental authorization to secure emergency medical treatment as evidenced by C11 was on the premises but is not enrolled in the head start center. C11 is the son of S11 and he was on the premises because she did not have a babysitter and parish school was out today.

1515.A.3.: Releasing of Children

Not Met

1515.A.3.: Written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center.

- a. The parent may further authorize additional individuals via a text message, fax or email to the center in unplanned situations and follow it with a written authorization.
- b. A child shall never be released to anyone unless authorized in writing by the parent.
- c. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
- d. The center shall verify the identity of the authorized person prior to releasing the child.

Finding:

1515.A.3. Based on record review on 10/14/19 at 11:10am, S1 did not have written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center as evidenced by C11 was on the premises but is not enrolled in the head start center. C11 is the son of S11 and he was on the premises because she did not have a babysitter and parish school was out today.