

Statement of Deficiencies

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 on 10/30/17 the center lacked required documentation of current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury. S8 provided documentation of a policy that was insured for Grace Episcopal Church with a mailing address but no physical address of the center.

1707-A.1&2: Required Staffing - Director/ Director Designee

Not Met

1707-A.1&2: Each center shall have a qualified director or qualified director designee.

1. The director or director designee shall be an on-site, full-time staff person at the center during the day time hours of operation (prior to 9:00 p.m.).

2. The director or director designee shall be responsible for planning, managing, and controlling the center's daily activities, as well as responding to parental concerns and ensuring that minimum licensing requirements are met.

Finding:

1707-A.1: Based on record review/observations and interviews on 10/30/17 S1 was not present today in the center and does not work 32 hours as a full time director as evidenced by her staff sign in log as of 8/28 until 10/30/17. S8 stated that she is the staff in charge and qualifies as a director or director designee however S8 has not been qualified. S1 had only 3 weeks where she was present at least 32 hours.

1703.B: Visitors - CBC/Accompanied

Not Met

1703.B: An early learning center shall obtain documentation of a satisfactory fingerprint based CBC for each visitor or independent contractor of any kind, prior to the person being present at the center or performing services for the center UNLESS the visitor or independent contractor WILL BE accompanied at all times while on the center premises by an adult, paid, staff member who is not being counted in child to staff ratios, and the center shall have copies of said documentation on-site at all times and available for inspection upon request by the Licensing Division.

1. Documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied a visitor or independent contractor at all times while the visitor or contractor was on the center premises shall include the date, arrival and departure time of the visitor or contractor, language stating that the visit or contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

Finding:

1703.B Based on record review on 10/30/17 S8 did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied a visitor or independent contractor at all times while the contractor was on the center premises, to include language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of the accompanying staff member for O4, O5, O6, O7, O8 or O9 as evidenced by O4 was present on the premises on Feb. 14,21,28; Mar 14,21; Apr. 4,11,25; May 2,9,16,23; Jun. 6,20; Jul. 11; Aug. 15,29; Sept. 5,12,19,26; and Oct. 10. O5 was present on 3/21/17. O6 was present 3/28/17. O7 was present on 8/22/17. O8 was present on 7/18/17 and O9 was present on 8/15/17 and noone documented that either visitor was accompanied.

1717-A: Independent Contractors Records

Not Met

1717-A: Independent Contractors. The following information shall be maintained for all independent contractors, including but not limited to therapeutic professionals, extracurricular personnel, contracted transportation drivers, Department of Education, Office of Early Childhood staff and local school district staff:

1. an information form that includes the person's name, address and phone number

2. a list of duties performed while present at the center; and

3. documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center or documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review on 10/30/17 S8 did not have documentation on file for Independent Contractors that included person's name, address,

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phone number, list of duties performed while at the center for O4, O5, O6, O7,O8 or O9. S8 did not have documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center for independent contractor O4, O5, O6, O7,O8 or O9.; S8 did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of the accompanying staff member for O4, O5, O6, O7,O8 or O9 as evidenced by O4 was present on the premises on Feb. 14,21,28; Mar 14,21; Apr. 4,11,25; May 2,9,16,23,; Jun. 6,20; Jul. 11; Aug. 15,29; Sept. 5,12,19,26; and Oct. 10. O5 was present on 3/21/17. O6 was present 3/28/17. O7 was present on 8/22/17. O8 was present on 7/18/17 and O9 was present on 8/15/17. O1 has a CBC dated for 5/5/16, O1 CBC has since expired however she has continued to come to the center. O1 was present on May 9,16,23; Jun. 6,20; July 11; Aug. 15,16,29; Sept. 26; and October 10, 24 of 2017.

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 observations on 10/30/17 the center did not post 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General.

1915-A: Health Services - Observation

Not Met

1915-A: Upon arrival at the center, the physical condition of each child shall be observed for possible signs of illness, infections, bruises or injuries, and when something is observed, it shall be documented and such documentation shall include an explanation from the parent or child.

Finding:

1915-A Based on record review/interviews on 10/30/17 the center did not document observations,when something is observed, noted on children upon arrival to the center daily as evidenced by daily observation reports have an observation on 6/13/17, 6/30/17 and nothing else until 10/11/17 and 10/24/17. S8 stated that S6 is who receives the children in the morning and should note any observations. Results including an explanation from parent and/or child were not documented for the observations that were observed on 6/13/17 for C6, no explanation on 6/13 for C7, no explanation for C8 on 6/30/17, no explanation of observation for C9 on 10/11/17 and no explanation for observation for C10 on 10/24/17.