

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. 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 department and other appropriate agencies 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.-D. Based on interview/record review at approximately 12:30 PM on 11/04/2020, S48 failed to notify the Department and Child Welfare within 24 hours of an incident that occurred on 10/28/2020, when she was notified by S43 that C1, age 3-years-old, had been left alone on the center's bus from 8:16 AM to 9:45 AM in a parking lot that is located approximately 9.2 miles from the Morehouse Community Improvement Organization's center premises. The Department of Child Welfare was not notified of the incident until 10/28/2020.

Corrective Action Plan: Effective 11/20/2020, S1, Site Supervisor, stated that she will review the critical incidents and required notifications licensing regulation with all staff upon return from the center's holiday break on 11/30/2020 to ensure that all incidents are reported to the appropriate agencies timely.

1507.A.: Daily Attendance Records - Children

Not Met

1507.A.: A daily attendance record for children shall be maintained that shall:

1. include the child's first and last name, arrival and departure times, and first and last name of person or entity to whom the child is released;
2. accurately reflect children on the center premises at any given time; and
3. be used to sign in and out if a child leaves and returns to the center during the day.

Finding:

1507.A. Based on record review/ interview at approximately 12:30 PM on 11/04/2020, S51, bus monitor, failed to maintain a daily attendance record for all children that shall accurately reflect children on the center premises at any given time. Per the center's daily attendance log for children dated 10/22/2020, S51 signed in C2, 3-years-old, as being present on center premises at 8:16 AM; however, C2 did not depart from the center's bus. Per S43's statement, she transported C2 to the center at approximately 10:15 AM.

Corrective Action Plan: Effective 11/20/2020, S1, Site Supervisor, stated that she will compare the classroom count completed each day by the teacher's to the daily attendance log to ensure that the center is not recited in the future.

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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.: Based on record review/interviews on 11/04/2020 at approximately 2:00 PM, S51 and S52 failed to meet child to staff ratio at all times on 10/22/2020. Per S43's statement, she discovered C2, 3-years-old, alone in the parking lot of the office that house the buses with no staff was present at 9:45 AM. This office is located approximately 9.2 miles away from the center's premises. The minimum child to staff ratio should have been 13:1.

Corrective Action Plan: Effective 11/20/2020, S48, Program Director, stated a training was completed on 10/23/2020 to discuss the proper way a child should be counted when exiting the bus to ensure the center will not be recited in the future.

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 of this Section or when being provided services by therapeutic professionals, as defined in §103), 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 on record review/interviews at 11:30am, C2, 3-years-old, failed to be under supervision at all times on 10/22/2020. S51 and S52 left C2 unattended on Bus 345-6 from 8:16 AM to 9:45 AM. He was found by S43 in the parking lot of the office that house the center's buses located approximately 9.2 miles from the Morehouse Community Improvement Organization's center premises. Per S48's statement, S51 and S52 were terminated immediately.

Corrective Action Plan: Effective 11/20/2020, S48, Program Director, stated a training was completed on 10/23/2020 to discuss active supervision of children to ensure the center will not be recited in the future.

2101.A.4.: Transportation - Supervision

Not Met

2101.A.4.: Children shall never be left unattended in a vehicle.

Finding:

2101.A.4. Based on record review/interview on 11/04/2020 at 2:00 PM, S51 and S52 left C2 unattended on bus 345-6 on 10/22/2020, from 8:16 AM until 9:45 AM when he was located by S43. Per S48's statement, S51 and S52 was terminated immediately.

Corrective Action Plan: Effective 11/20/2020, S48, Program Director, stated S49, Transportation Manager, completed a training on 11/10/2020 to discuss transportation supervision of children to ensure the center will not be recited in the future.

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2103.F.: Passenger Transportation Log

Not Met

2103.F.: Passenger Log

1. A current passenger log for each trip shall be used to track children and staff during transportation.
2. The log shall be maintained on file at the center and a copy shall be provided to the driver or monitor.
3. The following shall be recorded in the passenger log:
 - a. date the transportation is provided;
 - b. name of the child;
 - c. name of driver and staff members;
 - d. pick up and drop off locations;
 - e. time child was placed on the vehicle;
 - f. time child was released and name of the person or entity to whom child was released; and
 - g. signature of staff person completing the log.

Finding:

2103.F. Based on record review/interview on 11/04/2020, S51 and S52 failed to maintain an accurate passenger transportation log as evidenced by the center's passenger transportation log dated 10/22/2020 indicates that C2, 3-years-old, was released to MCIO at 8:15 AM; however, per S43's statement she discovered C2 at 9:45 AM in the parking lot of the office that houses the center's buses located approximately 9.2 miles from the center's campus.

Corrective Action Plan: Effective 11/20/2020, S48, Program Director, stated a training was completed by S49, Transportation Manager, on 10/23/2020 to discuss the proper way to complete the passenger transportation log with the center's current bus drivers and monitors to ensure the center is not recited in the future.

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.1.&2.: Based on record review on 11/04/2020 at approximately 2:00 PM, S51 and S52 failed to conduct a visual passenger check of bus 345-6 on 10/22/2020 to ensure that no child is left in the vehicle and record the time of the visual passenger check and sign the log. C2, 3-years-old, was found by S43 at 9:45 AM on 10/22/2020 in the parking lot of the office that house the center's buses after being left alone on bus 345-6 located approximately 9.2 miles from the center's premises. Per the center's passenger transportation log dated 10/22/2020, there was no proof or documentation that a visual check was conducted by S51 or S52.

Corrective Action Plan: Effective 11/20/2020, S48, Program Director, stated a training was completed by S49, Transportation Manager, on 10/23/2020 to discuss the proper way to complete and document that a visual check was completed after each trip with the center's current bus drivers and monitors to ensure the center is not recited in the future.
