

## Statement of Deficiencies

### 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.: Daily Attendance Records-Children: Based on record review: On 12/10/2019 at 10:15pm, Specialist reviewed the daily attendance logs and observed the center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 95 children were present and 87 children were signed in on the log.

### 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.: Orientation Training: Based on Recored Review: On 12/10/2019 at 1:00pm, S1 lacked documentation that 2 of 36 staff, S7 and S23, received orientation within seven days of the first day present at the center and prior to having sole responsibility for any children.; S1 lacked documentation that 2 of 36 staff, S7 and S23, received additional orientation within thirty days of date of hire. S1 stated that S7 worked at the second center location and had her file faxed over. Specialist reviewed the file for S7 that was received from S1 and the Specialist observed there was no orientation training page included. S1 stated S7 had not completed an orientation page at the second center location either

### 1721.A.-C.: Continuing Education Training

Not Met

1721.A.-C.: A. Early learning centers shall provide opportunities for continuing education of staff members who are left alone with children, or who have supervisory or disciplinary authority over children.

1. Staff members of early learning centers, excluding foster grandparents, shall obtain a minimum of 12 clock hours of continuing education per center anniversary year.

B. Staff members of type I, type II and type III centers who are neither left alone with children, nor have supervisory or disciplinary authority over children, shall obtain a minimum of three clock hours of continuing education in job related topics per center's anniversary year.

C. Continuing education for all types of centers shall be conducted by trainers approved by the department. The department shall keep a registry of approved trainers.

#### Finding:

1721.A.-C.: Continuing Education Training: Based on record review: On 12/10/2019 at 1:15pm, Specialist reviewed continuing education training hours and reviewed there was no documentation that the center staff of an early learning center, excluding Foster Grandparents, provided opportunities for staff members to obtain a minimum of 12 clock hours of training annually in the topics found in §1719(A) and (B). Copies of certificates of completion or attendance records were not maintained at the center and available for inspection by the department upon request, 0 of 36 staff did not have the required continuing education training. This is in addition to the required training from the Department of Health, Pediatric First Aid and Infant/Child/Adult CPR.

## Statement of Deficiencies

### 1723.A.&B.: CPR Certification

Not Met

1723.A.&B.: A. Infant and child CPR. Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in infant and child CPR through training approved by the department.

B. Adult CPR. Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in adult CPR through training approved by the department.

#### Finding:

1723. A.&B.: CPR Certification: Based on Record Review/Interview: On 11/13/2019 and 12/10/2019, S1 did not have documentation that at least fifty percent (50%) of all staff on the premises and accessible to the children or at least four staff on the premises and accessible to children, whichever is less, have current certification in infant and child CPR through training approved by the department. 0 of 36 staff had documentation of this certification.; The center provides care for children eight years and older and did not have documentation that at least one staff member on the premises, accessible to children, was currently certified in Adult CPR through training approved by the department. 0 of 36 staff had documentation of this certification. S1 stated to Specialist, "You're just going to have to write me up, because no one has CPR/FA." Specialist explained to S1 that she needed 50 % of her staff on the premises to have CPR or she could have had at least four staff on the premises, whichever one was less

### 1723.C.: Pediatric First Aid

Not Met

1723.C.: Pediatric First Aid. Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in pediatric first aid through training approved by the department.

#### Finding:

1723.C.: Pediatric First Aid: Based on record review: On 11/13/2019 and 12/10/2019, S1 did not have documentation that at least fifty percent (50%) of all staff on the premises and accessible to the children or at least four staff on the premises and accessible to children, whichever is less, have current certification in Pediatric First Aid through training approved by the department. 0 of 36 staff had documentation of this certification

### 1723.D.: Certification - More Than One Building

Not Met

1723.D.: When a center has more than one building, each building shall have at least one staff member present at all times certified in the CPR and First Aid appropriate for the age of the children present in the building.

#### Finding:

1723.D. Based on record review: 1723.D. Certification-More Than One Building: Based on record review: On 12/10/2019, Specialist reviewed CPR and First aid for all 36 staff and discovered 0 out of 36 staff did not have CPR and First Aid. The center has 3 buildings and not at least one staff member present at all times certified in the CPR and First Aid appropriate for the age of the children present in the building.

### 1725.A.-C.: Medication Management Training

Not Met

1725.A.-C.: A. All staff members who administer medication shall have medication administration training.

B. Whether the center is administering medication or not, each early learning center shall have at least two staff members trained in medication administration and at least one on the premises. A staff member who is a licensed practical nurse (LPN) or registered nurse (RN) with a valid nursing license shall be considered to have medication administration training.

C. Such training shall be completed every two years with an approved child care health consultant.

#### Finding:

1725.A-C.:Medication Management Training: Based on Record Review: On 12/10/2019 at 12:35pm, Specialist reviewed all staff files and discovered S1 did not have at least two staff members trained in medication administration whether the early learning center administers medication or not. Specialist explained the severity of having a child on the premises with emergency medication and no staff being medication management trained on the premises. Specialist explained the 1725.A-C:Medication Management Training Regulation with S1. As of 12/10/2019, there are 0 out of 36 staff not Medication Management Trained.

### 1917.B.: Medication Authorization - Required Container/Packaging

Not Met

1917.B.: Required Container/Packaging

1. For prescription medication to be administered at the center, the center shall maintain the original pharmacy container with the complete pharmacy label.

2. For non-prescription medication to be administered, the center shall maintain the original bottle packing for the medicine or a printed document from the manufacturer's website, which shall include the drug name and strength and clear directions for use.

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### Finding:

1917.B. Medication Authorization-Required Container/Packaging: Based on observations/interview(s): On 11/13/2019 at 12:00pm, Specialist reviewed C1's emergency medication, an EpiPen, and observed the prescription medication to be administered at the center was not in the original pharmacy container with the complete pharmacy label. It lacked the original pharmacy container. S2 stated the mother of C1 retained the original pharmacy container due to the box getting extremely wet.

### 1917.K.: Emergency Medication Plan and Records

Not Met

#### 1917.K.: Emergency Medications

1. Children who require emergency medications, such as an EpiPen or Benadryl, shall have a written plan of action that shall be updated as changes occur or at least every six months, and shall include:
  - a. method of administration;
  - b. symptoms that indicate the need for the medication;
  - c. actions to take once symptoms occur;
  - d. description of how to use the medication; and e. signature of parent and date of signature.
2. Medication administration records for emergency medication shall be maintained and include the following:
  - a. symptoms that indicated the need for the medication;
  - b. actions taken once symptoms occurred;
  - c. description of how medication was administered;
  - d. signature of administering staff member; and
  - e. phone contact with the parent after administering emergency medication.

### Finding:

1917.K. Emergency Medication Plan and Records: Based on record review/interview: On 11/13/2019 at 1:12pm, A child, C1, who requires emergency medications, such as an EpiPen did not have a written plan of action as evidence by no emergency medication plan and records being found on the premises of the center. Specialist asked S1 if C1 had an Emergency Medication Plan and Records and S1 explained that she did not have one written for C1 and did not know she had to. Specialist explained to S1 that an Emergency Medication Plan and Records should be completed, maintained, and updated as changes occur or every six months. Specialist also showed S1 where to find the form on [www.louisianabelieves.com](http://www.louisianabelieves.com) prior to Specialist departure.

### 2101.A.9.: Vehicle - Safety Inspection

Not Met

2101.A.9.: Each vehicle shall have evidence of a current safety inspection.

### Finding:

2101.A.9.: Vehicle-Safety Inspection: Based on observations/record review:  
The Vehicle, Bus 1, did have evidence of a current safety inspection, but the inspection expired October 2019. S2 stated that the vehicle received an oil change the week of November 4, 2019, but failed to notice the inspection sticker had expired on October of 2019.

### 2103.D.: Vehicle Staff

Not Met

#### 2103.D.: Vehicle Staff

1. When transporting children under age 4, the driver and one staff person shall be in each contracted or center provided vehicle at all times.
2. When transporting children age 4 and older, the driver plus one staff member shall be in each contracted or center provided vehicle at all times, unless the vehicle has a communication device which allows the driver to contact emergency personnel, in which case only the driver is needed.
3. At least one staff member in the vehicle and accessible to children shall have current certification in infant and child CPR.

### Finding:

2103.D.: Vehicle Staff: Based on record review: On 12/10/2019 at 2:15pm, Specialist reviewed the files for the five drivers: S1, S2, S5, S11, and S15, who are designated to drive the vehicles for daily transportation and observed 0 out of 5 of the staff have current certification in infant and child CPR. Specialist observed S1 preparing the vehicle for the center's daily transportation route and S1 does not have current certification in infant and child CPR.