

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.C.: Critical Incidents and Required Notifications: Based on record review/interviews: S1 failed to notify within 24 hours of the incident to Child Welfare of the following critical incident: On 11/14/19 at 9:49am, Specialist reviewed a Critical Incident Report submitted to the Department on 11/12/19 at 1:58pm and observed that on 11/12/19 at 12:28pm, C1, age 4, was left on the center's vehicle for 45 seconds after returning from a field trip to the Kart Ranch. The Critical incident report submitted indicated S17 failed to appropriately conduct and accurately document a visual check was completed and S16 failed to complete a visual check after parking and prior to exiting the vehicle. S1 reported to the Specialist on 11/15/19 that a completed telephone report of the incident was submitted to Child Welfare on 11/14/19.

1713.A.-C.: Supervision

Not Met

1713.A.-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.-C.: Supervision: Based on record review/interviews: C1, age 4, failed to be under supervision at all times as evidenced by a Critical Incident Report submitted to the Department on 11/12/19, indicated that on 11/12/19 at 12:28pm, C1 was left unsupervised on the center's vehicle after it returned from transporting 16 children on a field trip to the Kart Ranch with staff members S9, S16, and S17. C1 was found and retrieved from the vehicle within 45 seconds from S16 exiting the vehicle. Per S1, as a result, S16 was suspended for three days and S17 was suspended for five days.

2101.A.4.: Transportation - Supervision

Not Met

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

Finding:

2101.A.4.: Transportation - Supervision: Based on record review/interviews: C1, age 4, was left unattended in the center's vehicle after returning from a field trip to the Kart Ranch on 11/12/19 at 12:28pm as reported on the Critical Incident Report submitted to the Department on 11/12/19. C1 was found and retrieved from the vehicle within 45 seconds from S16 exiting the vehicle. Per S1, as a result, S16 was suspended for three days and S17 was suspended for five days.

2105.E.: Field Trip - Record

Not Met

2105.E.: A written record for each field trip shall be maintained and shall include the following:

1. date, destination(s) and method of transportation;
2. names of all the children being transported in each vehicle;
3. names of the driver, staff members and other adults being transported in each vehicle;
4. names of other adults who joined the field trip at the destination(s) to assist with supervision of children; and
5. the presence of each child each time the children enter or exit the vehicle.

Finding:

2105.E.: Field Trip - Record: Based on record review: Although a written record for the field trip to the Kart Ranch on 11/12/19 was maintained, it failed to include the following: C1's exit after the center's vehicle returned to the center. Specialist completed a review of the log on 11/14/19 at 10:43am and observed a check mark next to C1's name indicating that he exited the center's vehicle prior to the visual check being conducted at 12:27pm. The

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Critical Incident Report documents that at 12:28pm, C1 was found unsupervised on the center's vehicle. This is one minute after S17 documented that C1 had already exited the vehicle.

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.: Visual Check of Vehicle: Based on record review/interviews: On 11/12/19, after a field trip to the Kart Ranch, S16 and S17 failed to conduct a visual passenger check of the center's vehicle to ensure that C1 was not left behind. S16 and S17 failed to 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. S1 stated S16 failed to complete a visual check as she was the last person to exit the vehicle

Although S17 recorded the time of the visual passenger check and signed the log, indicating that no child was left on the vehicle, S17's documentation of the vehicle's visual check failed to be accurate. According to the Field Trip Log, dated 11/12/19, S17 documented that a visual check was conducted at 12:27pm, ensuring there were no children present. S1 documented on the Critical Incident Report that on 11/12/19 at 12:28pm, C1 was found unsupervised on the center's vehicle. S1 stated moving forward, she and S2 will be the only staff driving the center's vehicles and therefore the only staff conducting the visual check at the completion of a transport. This will ensure the check is completed and there is no child that remains on the vehicle.

2107-B.1.-3.: Field Trip Visual Vehicle Check

Not Met

2107-B.1.-3.: For field trips, each vehicle shall have a visual passenger check and a face-to-name count conducted at all of the following times:

1. prior to leaving center for destination,
2. upon arrival at and prior to departure from each destination, and
3. upon return to center.

Finding:

2107.B.3.: Field Trip Visual Vehicle Check: Based on interviews: For field trips, each vehicle shall have a visual passenger check and a face-to-name count conducted at all of the following times: Based on interviews, on 11/12/19, after a field trip to the Kart Ranch, S16 and S17 failed to conduct a visual passenger check and a face to name count upon return to center at 12:28pm. As a result, C1, age 4, was left unsupervised on the center's vehicle for approximately 45 seconds.