

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 Based on record review on 11/19/18, the daily attendance log for children did not include departure time and arrival times to accurately reflect when the children are on the center premises at any given time as S1 stated that she misunderstood what LS stated during the last licensing visit and stated that no one signed the children out when they engage in non-vehicular excursions to the adjacent building. LS observed the children were only signed in and out upon arrival and departure at the end of the day, per daily attendance logs. LS observed the children engage in non-vehicular excursions to the adjacent building on a weekly basis; in exception to when weather does not permit.

1711-K: Non-vehicular Excursions - Minimum Child to Staff Ratio

Not Met

1711-K: Non-vehicular Excursions - Minimum Child to Staff Ratios

1. Minimum child to staff ratio, plus one additional adult, shall be met for all non-vehicular excursions.
2. An adult staff member from the center shall be present with each group of children.
3. At no time shall a child or group of children be left alone without an adult staff member present unless the child is supervised by the child's parent or designated representative authorized in writing by the parent on the non-vehicular excursions.

Finding:

1711-K Based on record review on 11/19/18, S1 did not meet the required child/staff ratio plus one additional adult for Non-Vehicular Excursions as LS observed the center children walk to/from to the adjacent building (Zion Missionary Baptist Church) on a weekly basis and the center was observed having the following child to staff ratio on the following days:

9/24/18 15 children; ages 1 to 4 yrs old being supervised by S2 and S3. No additional adult was documented on the non-vehicular excursion log.
9/27/18 15 children; ages 1 to 4 yrs old being supervised by S2 and S3. No additional adult was documented on the non-vehicular excursion log.
10/23/18 14 children; ages 1 to 3 yrs old. LS observed no staff members were documented on the non-vehicular excursion, therefore, child to staff ratio could not be verified, per center documentation.
11/5/18 15 children; ages 1 to 4 yrs being supervised by S2 and S3. No additional adult was documented on the non-vehicular excursion log.
11/8/18 13 children; ages 1 to 3 yrs old. LS observed no staff members were documented on the non-vehicular excursion, therefore, child to staff ratio could not be verified, per center documentation.

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 CCCBC-based determination of eligibility for child care purposes from the department or documentation of the adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was at the center when children were present, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while at the center when children were present, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review on 11/19/18, S1 did not have documentation on file for Independent Contractors that included person's name, address, phone number, list of duties performed while at the center as LS observed did not observe this information during the center visit for the following Independent Contractors: O1, O2, and O3.

The independent contractors were on the center premises on the following days:

O1 (Picard personnel) was on the center premises on 9/17/18 from 8:45 am - 11:15 am.

O2 (Early Steps personnel) was on the center premises on the following days:

Statement of Deficiencies

9/12/18: 8:00 am - 9:00 am
9/17/18: 8:00 am - (departure not documented)
9/24/18: 8:10 am - 9:10 am
9/26/18: 8:20 am - 9:00 am
10/1/18: 8:30 am - 9:30 am
10/8/18: 8:00 am - 9:00 am
10/17/18: 8:30 am - 9:30 am
10/22/18: 8:00 am - 9:00 am

O3 (Early Steps personnel) was on the center premises on 9/25/18 from 8:05 am - 9:10 am.

1807-C.: CCCBC-Based Determinations of Eligibility for Visitors and Contractors

Not Met

1807-C.: C. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each visitor or independent contractor of any kind, and shall have documentation of said determination available at all times for inspection upon request by the licensing division, unless the visitor or independent contractor, other than therapeutic professionals as defined in §103, will be accompanied at all times while at the center when children are present, by an adult staff member who is not being counted in child-to-staff ratios. The center shall have documentation of said determination of eligibility, or documentation of the accompanying staff member, available at all times for inspection upon request by the Licensing Division.

Finding:

1807-C. Based on record review on 11/19/18, a CCCBC-based determination of eligibility for child care purposes from the department was not obtained for O2 (Early Steps personnel) and O5 (NSU personnel), prior to the person being present at the center or performing services as LS observed O2 (Early Steps personnel) was on the center premises on the following days:

9/12/18: 8:00 am - 9:00 am
9/17/18: 8:00 am - (departure not documented)
9/24/18: 8:10 am - 9:10 am
9/26/18: 8:20 am - 9:00 am
10/1/18: 8:30 am - 9:30 am
10/8/18: 8:00 am - 9:00 am
10/17/18: 8:30 am - 9:30 am
10/22/18: 8:00 am - 9:00 am

O5 (NSU personnel) was on the premises on 11/2/18 from 2:05 pm - 4:10 pm.

S1 provided LS a copy of O2 and O5's CBC but failed to provide their CCCBC for LS review. S1 also failed to have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied O2 and O5 at all times while on the center premises. Documentation did not include the language stating that O2 and O5 were accompanied by the staff member at all times while on the premises and signature of the staff member as LS observed this information was not included on the center's visitor/extracurricular daily log.

1901-J.-K.: Items That Can be Harmful to Children

Not Met

1901-J.-K.: J. Items that can be harmful to children, such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils, shall kept in a locked cabinet or other secure place that ensures they are inaccessible to children.
K. Plastic bags, when not in use, regardless of purpose or use, shall be made inaccessible to children.

Finding:

1901-J.-K. Based on observations on 11/19/18, the center's had plastic bags that were accessible to children as LS observed exposed plastic grocery bags located in a bottom cabinet drawer in S4 and S5's classroom during the walk through. LS observed S1 removing the bags during the center visit. LS observed S4 supervising 4 children (ages 11 mths - 1 yr olds) during the walk through.

LS also observed another cabinet with unsecured bottom drawers with plastic grocery bags and (1) roll of white trash bags in the center's cafeteria area.

1903-C: Free of Hazards

Not Met

1903-C: Indoor and outdoor areas shall be free of hazards.

Finding:

1903-C Based on observations on 11/19/18, the indoor area was not free of hazards as LS observed (1) uncovered plug outlet in the classroom S1

Statement of Deficiencies

stated was the center's 4 yr old classroom. LS also observed (5) uncovered plug outlets in the after school classroom during the walk through. LS observed S1 placed plug covered on all uncovered outlets during the center visit.

1915-A: Health Services - Observation

Not Met

1915-A: Observation. 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 on 11/19/18, S1 did not document results including an explanation from parent and/or child as LS provided S1 technical assistance during the previous licensing visit and advised her to ensure that staff members include an explanation from either the parent or child. LS observed center staff only document, "nothing noted" on the daily observation logs.

1919-A&B: Food Service and Nutrition - Menu

Not Met

1919-A&B: All meals and snacks provided by the center, and their preparation, service and storage, shall meet the requirements for meals of the U.S. Department of Agriculture (USDA) Child and Adult Care Food Program (CACFP) and 7 C.F.R. 226.20 and the Louisiana Sanitary Code, Title 51, Part XXIII, found at LAC 51:XXXIII. For the current CACFP meal patterns, contact the Louisiana Department of Education, Division of Nutrition Support.

The weekly menu shall:

1. be planned for each day of the week and list the specific food items served;
2. be prominently posted by the first day of each week and remain posted throughout the week; and
3. have substitutions or additions posted on or near the menu.

Finding:

1919-A&B.3: Based on observation on 11/19/18, menu substitutions or additions were not posted on or near the menus as S1 stated the center had chili dogs, tater tots, mango slices, and milk. LS observed the center's menu stated the children were to be served the following: beef tips, white rice, mixed vegetables, fruit cocktails, and milk. S1 stated S6 posted the substitutions in the kitchen area but failed to post them in a prominent area. LS observed S6 also failed to post the substitutions in the kitchen area, therefore, no substitutions were posted for today's menu.

2103-E: Master Transportation Log

Not Met

2103-E: Master Transportation Log

1. A copy of the current master transportation log shall be maintained on file at the center and shall include the names of the children, the pickup and drop off locations, and the authorized persons to whom the children may be released. Documentation shall be maintained whether transportation is provided by the center or contracted.
2. Each driver or monitor, whether provided by the center or through a contractor, shall be provided a current master transportation log,

Finding:

2103-E Based on record review on 11/19/18, S1 did not have documentation that the driver or attendant was provided with a master transportation log as S1 did not provide this information for LS review. Per S1, transportation is provided by Center.