Date - 11/24/2020 License # - 50284

Action Code - 6 - FOLLOW-UP to ANNUAL SURVEY

## 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 on 11/24/2020 at approximately 12:30 PM, S1and S8 failed to notify the Department and Child Welfare within 24 hours of an incident that occurred on 10/27/2020, when S1was notified by O1 that C1, age 1-year-old, had gotten out of the center's building and was outside in the road alone at 12:30 PM. S1 and S8 also failed to notify the parents immediately upon O1 returning C1 back to the center at approximately 1:00 PM. S1 stated that she notified O2 and O3 on 10/28/2020 at approximately 7:30 AM. Per S1's statement, the Department of Child Welfare came to the center to complete an investigation on 11/09/2020; however, she was not sure how they were notified. Per S8's statement, she was not aware that she needed to notify Child Welfare regarding the incident. S1 attempted to the fax the Department on 11/12/2020 but the Department did not receive the fax information.

Corrective Action Plan: Effective 11/24/2020, S8, Director, stated she will review the policy to ensure that all critical incidents are reported timely to the Department, Child Welfare, and the parents to ensure this deficiency is not re-cited.

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

**Not Met** 

1707.A.1.&2.: Director or Director Designee. 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 daytime hours of operation (prior to 9 p.m.). When the director is not an on-site full-time employee at the licensed location, there shall be a qualified director designee who is an on-site full-time employee at the licensed location.
- 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 & 2: Based on interview/record review on 11/24/2020 at approximately 10:30 AM, S8 failed to be an on-site full-time staff person during the daytime hours of operation (prior to 9 p.m.) who is 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. Per S8's time statement dated 10/26/2020 to 11/09/2020, she worked a total of 13 hours the entire time period. On 10/26/2020, S8 worked from 8:00 AM to 12:00 PM and 1:00 PM to 5:30 PM. On 10/27/2020, S8 worked from 9:00 AM to 11:30 AM and 2:00 PM to 4:00 PM. S8 does not have a time sheet available for review from 11/10/2020 to 11/24/2020. Per S8's statement, she has not worked at the center in the last month due to family issues.

Corrective Action Plan: Effective 11/24/2020, S1, Staff in Charge, stated that she would have S8 submit her information to become a qualified director or director designee to ensure this deficiency is not re-cited.

## 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 on 11/24/2020 at 12:00 PM, C1, age 1-year-old, failed to be under supervision at all times on 10/27/2020 by S1 and S9. Per S1's statement, S9 was supposed to be supervising C1 during nap time while she used the restroom. C1 was found by O1 outside the center in the road and was brought back inside the building at approximately 1:00 PM. Per S1's statement, S9 quit that evening and did not return to work after 10/27/2020. S8 also stated a steel half door was installed to prevent the children from entering the office and accessing the exit door.

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# Statement of Deficiencies

Corrective Action Plan: Effective 11/24/2020, S8, Director, stated that she has hired two additional full time staff members to ensure this would not be recited.