

## Statement of Deficiencies

### 1507-B: Daily Attendance Records - Staff and Owners

Not Met

1507-B: A daily attendance record for all staff members and owners shall be maintained that shall:

1. include the first and last name of the staff member or owner and arrival and departure times;
2. accurately reflect the staff members and owners on the center premises at any given time; and
3. be used to document staff members and owners who leave and return to the center during the day

#### Finding:

1507-B Based on record review: The center's staff and owner's daily attendance did not accurately reflect persons on the child care premises at any given time due to S5 failing to sign out of the center on 9/22/17, 10/17/17, 10/23/17, and 11/3/17; and S6 failing to sign out of the center on 9/22/17 and 11/22/17. Based on interviews, S5 was present at the center on 10/24/17, 10/25/17, 10/26/17, and 10/27/17 but failed to sign in and sign out of the center on those days.

### 1515-A.2: Emergency Medical Treatment

Not Met

1515-A.2: Written authorization signed and dated by the parent to secure emergency medical treatment;

#### Finding:

1515-A.2 Based on record review: C2s child cumulative record lacked a signed and dated parental authorization to secure emergency medical treatment.

### 1715-A.4: Criminal Background Check

Not Met

1715-A.4: Personnel files for each staff member shall be maintained at the center and shall include the following: documentation of a fingerprint based satisfactory criminal background check

#### Finding:

1715-A.4 Based on record review: S6 provided a copy of their certified criminal background check (RTR), however, the provider failed to obtain a new satisfactory criminal background check from the Louisiana State Police for S6 prior to the one year date of issuance of the previous certified criminal background check in order for the individual to continue employment at the center (1703.E). The criminal background check on file for S6 expired on 4/15/17 and S6 obtained a second certified criminal background check (RTR) dated 4/13/17.

### 1715-A.5: State Central Registry

Not Met

1715-A.5: Personnel files for each staff member shall be maintained at the center and shall include the following: documentation of a current, completed state central registry disclosure form indicating no justified (valid) finding of abuse or neglect by the DCFS, or a current determination from the DCFS indicating that the individual does not pose a risk to children.

#### Finding:

1715-A.5 Based on record review: Provider failed to have documentation of a completed state central registry disclosure form (SCR 1) prior to an individual being present in the center, on site and available for review at the center (1705-A-B). 1 of 7 staff, S7, failed to have documentation of the completed form. S7 was signed in on the center's daily staff attendance on 11/06/17 and the SCR1 is dated for 11/07/17.

### 1719-A.-B.: Orientation Training

Not Met

1719-A.-B.: Within seven calendar days of date of hire, 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,

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;

#### Finding:

## ***Statement of Deficiencies***

1719-A. Based on record review: 1 of 7 staff members, S7, failed to have documentation of the orientation training received within seven calendar days of date of hire (11/06/17), and prior to assuming sole responsibility for any children, on the following policies and practices of the center: child abuse identification and reporting, emergency preparation, licensing regulations, and safe sleep practices. Per interview with S1, S7 completed the training with S6, but the form was not completed.

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