

Statement of Deficiencies

311.A: Posting of License

Not Met

311.A: Each early learning center shall display its current license in a prominent place at the center.

Finding:

311.A Based on observations: A current early learning center license failed to be displayed in a prominent place at the center. Specialist observed license on top of a shelf with other papers.

1501-A: Operations

Not Met

1501-A: A center shall operate within the licensed capacity, age range, hours of operation and other specific services designated on its license.

Finding:

1501-A Based on interview: The provider did not operate within services designated on the license as S5 stated the center provides transportation for field trips using a bus service. S5 stated the last field trip was taken during the summer of 2018. S5 stated she did not know she needed to have transportation for field trips on her license.

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:

The daily attendance log for children did not include the following:

08/30/2018- The time of arrival and departure of C1 and the departure time of C2.

08/31/2018- The departure time of C3 and C4.

10/05/2018- The departure time of C1.

10/11/2018- The name/signature of the person who signed C5 out.

10/25/2018- The departure time for C7 and C8.

11/07/2018- The departure time for C6.

11/16/2018- The name/signature of the person who signed out C2 and C9.

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 Provider did not maintain documentation of a daily attendance record for Staff and Owners, to include the time of arrival and departure. The last attendance log recorded was 10/13/2018 for all staff (S1-S5).

1509-A.4: Disclosure of Information Policy

Not Met

1509-A.4: Disclosure of Information Policy that provides notice to parents of the licensing authority of the Licensing Division and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the Department of Education's website.

Finding:

1509-A.4 Based on record review: The Provider did not have a Policy/Procedure to provide notice to parents of the licensing authority of the Licensing Division and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the Department of Education's website. Staff in charge could not provide specialist with disclosure of Information Policy.

Statement of Deficiencies

1511-A.3: Receiving and Releasing Children procedure

Not Met

1511-A.3: An early learning center shall establish in writing and implement procedures for: Receiving and releasing a child from the center.

Finding:

1511-A.3 Based on record review:

The Provider did not have a written and implemented procedure for receiving and releasing a child from the center. S1 could not provide specialist with a written procedure for receiving and releasing children.

1711-C: Posted Child to Staff Ratio in Classroom

Not Met

1711-C: The Licensing Division form noting required child to staff ratios shall be posted in each room included in the center's licensed capacity.

Finding:

1711-C Based on observations: The Licensing Division form noting required child/staff ratios failed to be posted in each room included in the center's licensed capacity. The specialist did not observe the child staff ratio posted in any of the classrooms.

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), 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 observations: Children were not under supervision at all times as S1 left the children unattended upon the specialist arrival. S1 was coming from the infant room and the 9 children ages 2-3 year olds were unattended in the classroom while lying on their mats. S1 was informed that the children are to be supervised at all times and shall not be left alone in any room. Corrected during the licensing inspection

1715-A.1.3.: Staff Records and Personnel Files

Not Met

1715-A.1.3.: Personnel files for each staff member shall be maintained at the center and shall include the following:

An application or staff information form containing the following information: name, date of birth, home address and phone number, training, work experience, educational background and hire date;

Upon termination or resignation of employment, the last date of employment and reason for leaving; and

Finding:

1715-A.1.3. Based on record review: S5 did not have an application/staff information form to include name, date of birth, home address and phone number, training, work experience, educational background and hire date for staff: S1.

1715-A.4: Child Care Criminal Background Check

Not Met

1715-A.4: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following:

4. documentation of a CCCBC-based determination of eligibility for child care purposes from the department.

Finding:

1715-A.4 Based on interview: S1 stated that S5 had not been able to get background checks completed for the staff (S1, S2, S3, S4 and S5). When they went to the location to get fingerprinted they were told they needed to fax in the consent form and a copy of their identification. S1 stated that they sent the information but was told it was not processed. Specialist asked S1 for proof of documentation and she was unable to provide any documentation.

Statement of Deficiencies

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 and interview: There was no documentation of a CCCBC-based determination of eligibility for child care purposes from the department available for review during the licensing inspection for independent contractors O1 and O2 when children were present. Also, there was no documentation of the adult staff member not otherwise counted in child to staff ratios who accompanied independent contractors, O1 and O2, at all times while the O1 and O2 were at the center when children were present as evidenced by an interview with S1 and review of the independent contractors attendance log.

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:

1719-A.-B. Based on record review and interviews: There was no documentation that S1 completed orientation within seven calendar days of her date of hire and prior to assuming sole responsibility for any children and within 30 calendar days of her date of hire on additional policies and practices of the center. S1 stated she was unable to locate her file during the licensing inspection. S1's date of hire is unknown; however, S1 stated she has been working at the center since 2011.

1811-A.-B.: Requests for CCCBC-Based Determinations of Eligibility

Not Met

1811-A.-B.: A. An early learning center or an entity identified in §1809 shall request and obtain from the department a new CCCBC-based determination of eligibility for child care purposes for each required person:

1. prior to the person being present or performing services at the center when children are present; and
2. not less than once during a five-year period.

B. An early learning center or an entity identified in §1809 shall not be required to request and obtain from the department a new CCCBC-based determination of eligibility for child care purposes for a required person, and instead shall be able to request and obtain from the department the person's CCCBC-based determination of eligibility provided to another in-state child care provider or entity identified in §1809, if:

1. a child care provider within the state or an entity requested and obtained a CCCBC-based determination of eligibility for child care purposes from the department for the person within the past five years, while the person was seeking employment or employed by a in-state child care provider or seeking to provide or providing services at an early learning center in Louisiana for an entity;
2. the department provided to the initial requesting child care provider or entity a CCCBC-based determination indicating the person was eligible for child care purposes; and
3. the person is still employed by a child care provider within the state, or is still providing services in an early learning center within the state for an entity, or has been separated from a child care provider within the state or an entity for less than 180 consecutive days.

Finding:

1811-A.-B. Based on record review: S5 has not requested and obtained from the department, a new CCCBC-based determination of eligibility (CCBC) for current child care staff (S1, S2, S3, S4 and S5).

Statement of Deficiencies

1901-C: End-of-Day Check

Not Met

1901-C: The entire center and play yard shall be checked after the last child departs to ensure that no child is left at the center and this check shall be documented. Documentation shall include date, time of visual check, and signature of the staff conducting the visual check.

Finding:

1901-C Based on record review: The Provider did not document that the entire center and play yard is checked after the last child departs to ensure that no child is left unattended at the center. Visual checks were not completed for the weeks of 08/13/2018-08/17/2018, 08/20/2018-08/24/2018 and 08/27/2018-08/31/2018.

1901-G.-H.: Equipment

Not Met

1901-G.-H.: G. All equipment used by children shall be maintained in a clean and safe condition and in good repair.
H. Moveable equipment shall be secured and supported so that it shall not fall or tip over.

Finding:

1901-G.-H. Based on observations: The center equipment used by children was not maintained in a clean and safe condition and in good repair. Specialist observed 2 extremely rusted tricycles. One of the tricycles' seat was broken. The climbing equipment was very dirty and had spider webs all over it.

1903-C: Free of Hazards

Not Met

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

Finding:

1903-C Based on observations: The outdoor area were not free of hazards as the panel around the house has separated leaving a nail exposed which is accessible to children in the play yard.

1907-E.2: Cribs Free of Toys and Other Soft or Loose Bedding

Not Met

1907-E.2: Cribs shall be free of toys and other soft or loose bedding, including comforters, blankets, sheets, bumper pads, pillows, stuffed animals and wedges when the child is in the crib.

Finding:

1907-E.2 Based on observations: The center's cribs were not free of toys or other soft or loose bedding (including comforters, blankets, sheets, bumper pads, pillows, stuffed animals and wedges) while the child was in the crib as evidence by 3 (7 mos, 10 mos, and 11 mos) children were observed in cribs with loose blankets during nap time.

1909-B: Infants Placed on Backs for Sleeping

Not Met

1909-B: All infants shall be placed on their backs for sleeping.

1. Written authorization from a physician is required for any other sleeping position.
2. Written notice of the specifically authorized sleeping position shall be posted on or near the crib.

Finding:

1909-B Based on observations: All of the infants were not placed on their backs for sleeping as specialist observed two infants (7 mos and 11 mos) on their stomachs sleeping during nap time.

1911-E: Daily Reports for Infants

Not Met

1911-E: Daily Reports for Infants. Written reports that include the liquid intake, food intake, disposition, bowel movements and eating and sleeping patterns shall be given to the parents of infants on a daily basis. Reports shall be kept current throughout the day.

Finding:

1911-E Based on record review: S2 lacked a daily written report for 5 of 5 infants. S2 stated she had not started any daily infant reports for the infants present on 11/28/18.

Statement of Deficiencies

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. Based on record review: The Current weekly menu listing specific food items served for each day of the week was not prominently posted by the first day of each week and remain posted throughout the week.; The last menu posted was for the week of 01/29/2018-02/02/2018.

Menu substitutions or additions were not posted on or near the menus as S1 stated children had mashed potatoes, salsbury steak, corn, oranges and milk for lunch. The menu for Wednesday was Macaroni, Fish, Peaches, Green Beans, and milk. (Menu is outdated)

1919-H: Infants Held While Bottle Fed

Not Met

1919-H: Infants that cannot hold a bottle shall be held while being bottle-fed. A child shall not be placed lying down on a mat or otherwise with a bottle, sippy cup, etc. A bottle shall not be propped at any time.

Finding:

1919-H Based on observations: Specialist observed a child placed in a crib drinking a bottle. Also, two other infants were observed in their cribs with bottles laying in their cribs.

1921-C: Evacuation Pack

Not Met

1921-C: Evacuation Pack. The center shall have an evacuation pack, the location of which is known to all staff, that at a minimum shall contain:

1. a list of area emergency phone numbers;
2. a list of emergency contact information and emergency medical authorization for all enrolled children;
3. an emergency pick up form;
4. first aid supplies, hand sanitizer, wet wipes, and tissue;
5. diapers for children who are not toilet trained and plastic bags for diapers;
6. a battery powered flashlight and radio and batteries;
7. food for children under the age of 4, including infant food and formula; and
8. disposable cups and bottled water.

Finding:

1921-C Based on observations: Specialist looked through pack and the provider evacuation pack only contained first aid supplies, hand sanitizer, diapers, and wet wipes. All other requirements were not met by provider.

1921-E: Tornado Drills

Not Met

1921-E: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June at various times of the day necessary to include all children and shall be documented.

Finding:

1921.E. Based on interviews: There was no documentation of tornado drills for the months of March, April, May and June available for review during the licensing inspection. S1 and S5 were unable to located the drills.