

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 12/3/18, the daily attendance log for children did not include the last name of each child as LS observed the center staff failed to document (C5), 1 out of 7 children last name on today's daily attendance.

The staff also failed to document the time of departure of each child and the name of the person to whom the child was released as LS observed there was no departure time nor full name of person to whom the child was released to for 1 out of 11 children on the daily attendance for 11/26/18.

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 on 12/3/18, the center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time as LS observed S3 was signed in at 7:00 am today but was not present when LS arrived to the center at approximately 12:23 pm. LS observed S3 arriving to the center at approximately 12:36 pm. S3 failed to sign out upon leaving the center as well as sign back in upon arrival. LS also observed S5 failed to sign in on today's daily attendance log.

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 interview(s) on 12/3/18, S1 did not have a written and implemented procedure for receiving and releasing a child from the center as S3 was unable to locate this information for LS review.

1515.A.1.: Child Records and Cumulative Files

Not Met

1515.A.1.: A cumulative file shall be maintained on each child that shall include the following records:

1. An information form signed and dated by the parent and updated as changes occur, that contains:
 - a. name of child, date of birth, sex, date of admission;
 - b. name of parents and the home address of both child and parents;
 - c. phone numbers where parents may be reached while child is in care;
 - d. name and phone number of person to contact in an emergency if parents cannot be located promptly;
 - e. name and telephone number of child's physician, if applicable;
 - f. name and telephone number of the child's dentist, if applicable;
 - g. any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable;

Finding:

1515.A.1. Based on record review on 12/3/18, 7 of 9 children's records reviewed lacked the required information on the Child's Information Form as the following information was omitted for C1, C3, C4, C6, C7, C8 and C9 : No admission date.

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 on 12/3/18, 4 out of 9 children's records lacked a signed and dated parental authorization to secure emergency medical treatment as LS observed this information was omitted for C3, C4, C5, and C8.

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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 observation on 12/3/18, children were not under supervision at all times as LS arrived at the center at approximately 12:23 pm, LS observed S2 supervising 3 children (7mth - 1yr) upon entering the building. LS observed S2 attempting to walk out of the area where children were being supervised. LS had to prompt S2 several times to maintain supervision with the children in care.

During the walk through, at 12:26 pm, LS observed 2 children asleep on mats in a room without a staff member present. When S3 arrived, LS informed S3 that children are to be supervised at all times, even during nap-time. Although, S3 arrived to the center at 12:36 pm, S3 did not remain in the room in order to ensure the (2) children were supervised. LS observed S3 walking into the classroom with (2) of S2's children at 2:29 pm. Therefore, the (2) children were observed unsupervised from 12:26 pm to 2:29 pm.

1715.A.1.&3.: Staff Records and Personnel Files

Not Met

1715.A.1.&3.: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following:

1. an application or staff information form containing the following information:
 - a. name;
 - b. date of birth;
 - c. home address and phone number;
 - d. training,
 - e. work experience;
 - f. educational background;
 - g. hire date; and
 - h. first day onsite working with children;
3. Upon termination or resignation of employment, the last date of employment and reason for leaving;

Finding:

1715.A.1.&3.: Based on record review/interview(s) on 12/3/18, 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, hire date, first day onsite working with children, as S3 stated she was unable to locate this information for LS review.

1715.A.2.: Photo Identification

Not Met

1715.A.2.: Personnel files for each staff member shall be maintained at the center and shall include the following:

2. copy of a state or federal government issued photo identification;

Finding:

1715.A.2. Based on interview(s) on 12/3/18, S1 did not have a copy of S5's state or federal government issued photo identification available for review as S3 stated she was unable to locate S5's information during the center visit.

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, local school district staff, and departmental staff other than those responsible for inspecting centers:

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 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:

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1717.A. Based on record review on 12/3/18, S1 did not have documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center for independent contractor(s) O1 and O2; as S3 was unable to locate this information during the center visit. LS observed O1 (TA personnel) was on the center premises on 11/28/18 from 9:00 am - 11:15 am. S1 did not have documentation that a staff not included in child to staff ratio accompanied O1 while on the center premises. S1 did not have documentation of file for O1 that included O1's name, address, phone number, list of duties performed while at the center as S3 failed to locate O1's Independent Contractor Record Form for LS review.

LS observed O2 (Picard personnel) was on the center premises on 9/17/18 from 10:20 am - 11:02 am. S1 did not have documentation stating that a staff not included in child to staff ratio accompanied O2 while on the center premises. S1 did not have documentation of file for O2 that included O2's name, address, phone number, list of duties performed while at the center as S3 failed to locate O2's Independent Contractor Record Form for LS review.

LS did not observe a staff member's signature to verify that O1 and O2 were accompanied by a staff member not included in child to staff ratio.

1719.A.&B.: Orientation Training

Not Met

1719.A.&B.: A. Within seven calendar days of the first day present at the center, 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.

B. 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; and
6. CPR and first aid, as applicable.

Finding:

1719.A.: Based on observation/interview(s) on 12/3/18, S1 lacked documentation that 1 of 5 staff, S5, received orientation within seven days of the first day present at the center and prior to having sole responsibility for any children as S3 stated she was unable to locate S5's file during the center visit. LS observed S5 supervising 2 children (ages infant-2yrs old) independently during the walk through. S3 stated S5's first day was 11/30/18 (Friday).

1807.B.: CCCBC-Based Determinations of Eligibility for Volunteers and Staff

Not Met

1807.B.: B. Volunteers and Staff. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each volunteer, staff member, or employee of any kind, and shall have documentation of said determination available at all times for inspection upon request by the Licensing Division.

Finding:

1807.B. Based on record review/observation on 12/3/18, a CCCBC-based determination of eligibility for child care purposes from the department was not obtained for S5, prior to the person being present at the center or performing services as S3 stated she was unable to locate S5's file as well as log into the CCCBC website for LS review. LS conducted a CCCBC-based determination of eligibility search and observed that S5 failed to have a CCCBC based determination and was not observed on the center's roster. LS informed S3 at 1:37 pm, that S5 must leave the premises immediately. S5 left the premises at 1:42 pm.

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 observation on 12/3/18, items that can be harmful to children, such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils, were not kept in a locked cabinet or other secure place that ensures they are inaccessible to children as LS observed an unlocked cabinet with (1) bottle of Cocoa Butter Lotion, (1) jar of Cantu hair product, and (2) jars of Eco Styling Gel in the restroom that is used by center children. LS did not observe S3 securing the cabinet during the center visit.

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1901.M.: Strings and Cords

Not Met

1901.M.: Strings and cords, including but not limited to those found on equipment, window coverings, televisions and radios, shall be inaccessible to children under age 4.

Finding:

1901.M. Based on observations on 12/3/18, strings and cords were accessible to children under age 4 as LS observed (3) electronic device (computer) cords that were accessible to children in the classroom where the 2 children (ages 3 and 4) were sleeping unsupervised.

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 12/3/18, the indoor area was not free of hazards as LS observed (2) uncovered outlets in S2's classroom during the center walk through.

1907-F.1.-5.: Prohibited Items

Not Met

1907-F.1.-5.: Prohibited Items

1. Infant walkers;
2. Toy chests, storage bins and other equipment with attached lids;
3. Latex balloons for children under age 3;
4. Trampolines; and
5. Culverts.

Finding:

1907-F.1.-5. Based on observations on 12/3/18, S1 has storage bins with attached lids located in the classroom adjacent to the office area as LS observed (2) stacked storage bins during the walk through of the classroom where 2 children (ages 3 and 4 yrs old) were napping.

1909.G.: Infant - Bibs

Not Met

1909.G.: Bibs shall not be worn by any child while asleep.

Finding:

1909.G. Based on observations on 12/3/18, S1 allowed a bib to be worn by a child while asleep as LS observed an infant asleep in a crib in S5's classroom during the center walk through. LS did not observe S5 removing the bib during the walk through.

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 interview(s) on 12/3/18, S1 lacked a daily written report for 2 of 2 infants as LS requested the daily infant report for S2's infant in care, S2 stated she did not complete one and that when S3 arrived she would handle the paperwork. LS also requested the daily infant report for S5's infant in care, S5 stated she did not completed a daily infant report for LS to review.

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 12/3/18, S1 did not document observations, when something is observed, noted on children upon arrival to the center as LS observed the center staff failed to document that health observations were conducted today.

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

Not Met

1919.A.&B.: A. 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), 7 CFR 226.20, and LAC 51:XXIII.

B. 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.B.: Based on interviews/record review on 12/3/18, menu substitutions or additions were not posted on or near the menus as S2 stated that the children were served ham and cheese sandwiches, tomato slices, Cheetos potato chips, peaches, and milk for lunch. LS observed the center menu had the following for today's lunch: ham and cheese sandwiches, lettuce, mayonnaise, apples, and milk.

1919.D.2.: Food Service and Nutrition - Choking Hazards

Not Met

1919.D.2.: Children under age 4 shall not have foods that are implicated in choking incidents. Examples of these foods include but are not limited to: whole hot dogs, hot dogs sliced in rounds, raw carrot rounds, whole grapes, hard candy, nuts, seeds, raw peas, hard pretzels, chips, peanuts, popcorn, marshmallows, spoonful of peanut butter, and chunks of meat larger than what can be swallowed whole.

Finding:

1919.D.2. Based on interview(s) on 12/3/18, S1 allowed children under age 4 to consume chips that are implicated in choking incidents as S2 stated during the visit that children with "teeth" were provided Cheetos potato chips during today's lunch.

1921.B.: Individualized Emergency Plan

Not Met

1921.B.: Individualized Emergency Plan. An individualized emergency plan shall be in place for each child with special needs and shall include medical contact information and additional supplies and equipment as needed.

Finding:

1921.B. Based on record review on 12/3/18, S1 did not have an individualized emergency plan in place for each child with special needs to include medical contact information and additional supplies and equipment as needed as S3 was unable to locate this information for LS review.

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 or a crank flashlight and crank radio; and
7. disposable cups and bottled water.

Finding:

1921.C. Based on observations on 12/3/18, S1 failed to have the following the center's evacuation pack, a list of emergency contact information and emergency medical authorization for all enrolled children.