

Statement of Deficiencies

7305-H: Children's Daily Attendance

Not Met

7305-H: A daily attendance record for children, completed by the parent or center staff, including the time of arrival and departure of each child and the name of the person to whom the child was released, shall be maintained. This record shall accurately reflect the children on the child care premises at any given time. If the record is completed by center staff, that individual shall write the first and last name of the person to whom the child was released and sign his/her own name. Children who leave and return to the center during the day shall be signed in/out. A computerized sign in/out procedure is acceptable if the record accurately reflects the time of arrival and departure as well as the name of the person to whom the child was released.

Finding:

7305-H Based on record review: The centers daily attendance record for children was incomplete as the full name of the person to whom the children were released too was incomplete. The person to whom the children were released included their full first name and initial of the last name, initial of the first name and full last name, or initial of the first and last name.

7305-I: Staff Attendance

Not Met

7305-I: A daily attendance record for staff, including the director/owner, to include the time of arrival and departure shall be maintained. Staff shall document in/out when not on the child care premises. This record shall accurately reflect persons on the child care premises at any given time.

Finding:

7305-I Based on record review: The daily attendance record for staff did not include departure times of staff to accurately reflect persons on the child care premises at any given time. Upon review of staff attendance logs between 11/1/14-12/15/14 staff did not always sign out on the staff attendance log.

7311-A.5: Criminal Background Check Requirements

Not Met

7311-A.5: A record for each paid and non-paid staff person, including substitutes and foster grandparents shall be on file at the center. Personnel record shall include documentation of a fingerprint based satisfactory criminal record check (CBC) from Louisiana State Police as required by R.S. 46:51.2. This check shall be obtained prior to the individual being hired by or present in the child care facility. No person who has been convicted of, or pled guilty or nolo contendere to any offense included in R.S. 15:587.1, shall be hired by or present in any capacity in any licensed child care facility. CBC shall be dated no earlier than 30 days of the individual's hire date at the facility. If a staff person leaves the employment of the provider for more than 30 calendar days, a new fingerprint based CBC is required prior to the individual being rehired by or present on the child care premises. A criminal background check is satisfactory for purposes of this Section if it shows no arrests for any enumerated offense or, if an arrest is shown on the background check, the background check or certified documentation from the jurisdiction of arrest affirmatively shows that the charges were disposed of without a conviction for any excludable offense. A plea of guilty or nolo contendere shall be deemed a conviction. If an individual applicant has previously obtained a certified copy of their criminal background check obtained from the Louisiana Bureau of Criminal Identification and Information Section of the Louisiana State Police such certified copy shall be acceptable as meeting the CBC requirements for employees and/or staff. If an individual provides a certified copy of their criminal background check which he/she has previously obtained from the Louisiana State Police to the provider, this criminal background check shall be accepted for a period of one year from the date of issuance of the certified copy. An original certified copy or a photocopy of the certified copy shall be kept on file at the facility in which the individual is currently employed/providing child care services. However, prior to the one year expiration of the certified criminal background check, a new fingerprint based satisfactory criminal background check shall be obtained from Louisiana State Police in order for the individual to continue employment/providing child care services at the center. If the clearance is not obtained prior to the one year expiration of the certified criminal background check, the individual is no longer allowed on the child care premises until a clearance is received.

Finding:

7311-A.5 Based on record review: While the provider obtained a criminal record check for staff member, S12, the check was obtained more than 30 calendar days prior to S12's date of hire. S12 was hired on 6/2/14 and the check was obtained on 4/14/14.

Statement of Deficiencies

7328.D: Evacuation Pack

Not Met

7328.D: If evacuation of the center is necessary, provider shall have an evacuation pack and all staff shall know the location of the pack. The contents shall be replenished as needed. At a minimum, the pack shall contain the following:

- list of area emergency phone numbers;
- list of emergency contact information and emergency medical authorization for all children enrolled;
- written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parent(s);
- first aid kit;
- hand sanitizer;
- wet wipes;
- tissue;
- diapers if children enrolled who are not yet potty trained;
- plastic bags;
- battery powered flashlight;
- battery powered radio;
- batteries;
- food for all ages of children enrolled, including infant food and formula;
- disposable cups; and
- bottled water.

Finding:

7328.D Based on observations: If evacuation of the center is necessary, provider shall have an evacuation pack and all staff shall know the location of the pack. The contents shall be replenished as needed. At a minimum, the pack shall contain the following:

- list of area emergency phone numbers;
- list of emergency contact information and emergency medical authorization for all children enrolled;
- written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parent(s);
- first aid kit;
- hand sanitizer;
- wet wipes;
- tissue;
- diapers if children enrolled who are not yet potty trained;
- plastic bags;
- battery powered flashlight;
- battery powered radio;
- batteries;
- food for all ages of children enrolled, including infant food and formula;
- disposable cups; and
- bottled water.

Findings Include: The centers evacuation pack did not include a battery powered radio, food for all ages enrolled, as there was no food for infants, and the pack contained exactly 4 bottles of water for a center with an average enrollment of 100 children.