

Statement of Deficiencies

1711-A-B-D-G: Child to Staff Ratio

Not Met

1711-A-B-D-G: A. Child to staff ratios are established to ensure the safety of all children.

B. Minimum child to staff ratios shall be met at all times.

1. There shall be a minimum of two staff members present at an early learning center when more than one child is present.
2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.

D. Minimum Child to Staff Ratios for Type II and Type III centers:

Ages of Children	Ratio
Infants under 1 year	5:1
1 year	7:1
2 years	11:1
3 years	13:1
4 years	15:1
5 years	19:1
6 years and up	23:1

G. Mixed Age Groups - Minimum Child to Staff Ratios

1. An average of the child to staff ratios may be applied to mixed age groups of children ages 2, 3, 4 and 5
2. Child to staff ratios for children under age two are excluded from averaging.
3. When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
4. An average may be applied to a mixed age group consisting only of children ages 5 and older.

Finding:

1711-A-B-D Based on observation on 12/19/17, S1 failed to meet the required child-to-staff ratio as evidenced by 1 child age 2 years was alone in a room. There were no staff present in the room with the child. The required ratio for 2 year olds is 1 staff per 11 children. S1 did not have at a minimum of 2 child care staff present at an early learning center when more than one child is present as S2 was present with 3 children. S2 was supervising 2 children ages 1 & 2 and a 2 yr old child was left unsupervised.

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: Based on observation on 12/19/17 Children were not under supervision at all times as evidenced by upon my arrival to the center S1 was observed walking from an apartment across the parking lot of the daycare center and upon entering the center C1 was observed lying in the floor napping unsupervised as S2 was the only other staff present and S2 was in the nursery. S2 was not in the area to observe or supervise C1.

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 on 12/19/17 S1 did not have a completed and current state central registry disclosure form indicating no 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. S1 completed form during the visit.

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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 fingerprint based satisfactory criminal background check dated prior to the individual being present at the center or documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review on 12/19/17 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 O1, O2, O3, O4 or O5. O1 was present on 2/13/17 and 10/16/17; O2 was present on 2/13,27/17, 3/13,27/17, 4/10,24/17, 5/8/17, 6/6,20/17, 7/18/17,10/2,16/17, 11/13,27/17, 12/11/17; O3 was present on 10/2/17,11/13,27/17,12/11/17; O4 was present on 2/27/17,3/27/17, 4/10,24/17, 5/8/17, 6/6,20/17; and O5 was present on 3/13/17.; S1 did not have documentation on file for Independent Contractor information record that included person's name, address, phone number, list of duties performed while at the center for O1, O2, O3, O4, O5 and O6.

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 on 12/19/17 S1 lacked documentation that 1 of 5 staff, S5, received initial 7 day orientation within 7 days of date of hire. According to S1, S5 was hired on 11/3/17 and then S1 stated that S1 was hired on 11/20/17 making her 30 day orientation due on tomorrow.

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 on 12/19/17 S1 failed to document the time of the visual check conducted on 12/4/17, 12/7/17 and 12/14/17.

1901-Q: The Safety Box

Not Met

1901-Q: The center shall post a copy of the current The Safety Box newsletter issued by the Louisiana Office of the Attorney General and shall immediately remove from the early learning premises any items listed as recalled.

Finding:

1901-Q Based on observation S1 did not have a copy of the current safety box newsletter issued by the Louisiana Office of the Attorney's General office posted.

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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 12/19/17 S1 did not keep the center free of hazards as the center has boxes of papers, bins of decorations and excessive clutter which hinders your movement around in the center. All the clutter is a hazard in the case of an emergency such as a fire or a hurried need to evacuate the building.

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-3: Based on record review on 12/19/17 S1's menu stated that she will provide garlic french bread, spaghetti & meat sauce, tossed green salad, and apricots however S1 served chicken spaghetti, green beans, mixed fruit and wheat bread. S1 did not post a substitutions or addition on or near the menu.

2105.A: Parental Authorization - Field Trip

Not Met

2105.A: The center shall obtain and maintain a signed parental authorization for each field trip.

Finding:

2105.A: Based on record review on 12/19/17 the signed parental authorization for a Field Trip taken on 12/1/17 to the twin city ballet in Monroe, LA was incomplete, it did not include a parents signature for C2, C3 and C9. In 2 of 9 children's files reviewed, the provider did not maintain a signed parental authorization for the field trip taken for C7 and C8.

2105-C: Field Trip - Planned Route

Not Met

2105-C: If transportation is provided by parents, a planned route shall be provided to each driver and a copy maintained in the center if any parent is transporting a child in addition to their own child.

Finding:

2105-C Based on interview(s)/record review on 12/19/17 S1 did not provide a planned route to each driver and a copy maintained in the center for any parent transporting a child in addition to their own child. According to S1, she did not write anything out for the parents but did tell them which way they were going to go.

2105-E: Field Trip - Record

Not Met

2105-E: A written record for each field trip shall be maintained and shall include the following:

1. date, destination(s) and method of transportation;
2. names of all the children being transported in each vehicle;
3. names of the driver, staff members and other adults being transported in each vehicle;
4. names of other adults who joined the field trip at the destination(s) to assist with supervision of children; and
5. the presence of each child each time the children enter or exit the vehicle.

Finding:

2105-E Based on record review on 12/19/17 the record of a field trip taken on 12/1/17 was incomplete as it did not include the destination of the field trip, names of the driver transporting the children, staff members and other adults being transported in each vehicle, the presence of each child each time the children enter or exit the vehicle and no time of arrival or departure as S1 stated that some parents met at the Monroe civic center and others

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trailed from the daycare center. According to S1, the children were transported by parents however on the field trip transportation log their is no documentation for every vehicle used.

2107.A.1-2: Visual Check of Vehicle

Not Met

2107.A.1-2: A visual passenger check of a vehicle is required to ensure that no child is left in the vehicle.

1. A staff person shall physically walk through the vehicle and inspect all seat surfaces, under all seats, and in all enclosed spaces and recesses in the interior of the vehicle.
2. The staff member shall record the time of the visual passenger check and sign the log, indicating that no child was left on the vehicle.

Finding:

2107.A.1-2 Based on record review on 12/19/17 S1 did not have documentation that the driver or a staff person checked the vehicle at the completion of a trip as evidenced by the field trip transportation log was incomplete for the field trip taken on 12/1/17 to the twin city ballet in Monroe,LA.

2107-B.1-3: Field Trip Visual Vehicle Check

Not Met

2107-B.1-3: For field trips, each vehicle shall have a visual passenger check and a face-to-name count conducted at all of the following times:

1. prior to leaving center for destination,
2. upon arrival at and prior to departure from each destination, and
3. upon return to center.

Finding:

2107-B.1-3 Based on record review on 12/19/17 for field trips, a face-to-name count was not conducted prior to leaving facility for destination, when destination is reached, before departing destination for return to facility, and upon return to facility to ensure that no child was left on the trip as evidenced by on the field trip transportation log for 12/1/17 S1 failed to complete the field trip visual vehicle check by not documenting a face to name count prior to leaving the center and upon arrival at and prior to departure from each destination and upon returning to the center.