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Inspection Report

Provider Name: Around The Clock Childcare	Provider Information	License No: L380824
Provider Address: 510 Keene Street, Covington, KY, 41011	Provider Type: LICENSED TYPE I	Capacity: 127
Owner(s): Around The Clock Child Care LLC		Director(s): Crumes, Victoria

Inspection Type: Investigation	Inspection Information	Inspection No: 214180
Visit Start Date: 02/09/2016 10:15 AM	Visit End Date: 02/18/2016 11:30 AM	
No. of Children Present: 49		

Inspection Report

Staffing Requirements

40 - Ratios and Group Size

Not In Compliance

922 KAR 2:120. Section 2. Child Care Services.

(2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows:

Age of Children Ratio Maximum Group Size*

- Infant**
1 staff for 5 children 10
- Toddler**
1 staff for 6 children 12
- Preschool-age 2 to 3 years**
1 staff for 10 children 20
- Preschool-age 3 to 4 years**
1 staff for 12 children 24
- Preschool-age 4 to 5 years**
1 staff for 14 children 28
- School-age 5 to 7 years**
1 staff for 15 children 30
- School-age 7 and older**
1 staff for 25 children
- (for before and after school) 30**
1 staff for 20 children
- (full day of care) 30**

***Maximum Group Size shall be applicable only to Type I child-care centers.**

Findings:

General: Based on observation and interview, the facility failed to maintain staff-to-child ratios. At 10:15 a.m., a staff person along with thirteen (13) children came to the door to let the surveyor inside the facility. The surveyor followed staff person to her classroom and asked the ages of the children present. The staff person stated, "All of these children are four (4) years old." A male child spoke up and said, "No, I am three (3) years old." The staff person looked at the child and said, "No, you're three (3)." The surveyor asked the staff person for the name of the child. The staff person told the surveyor the child's name. The surveyor reviewed the Provider Active Enrollments Report and found that the child was only three (3) years old. Therefore, the four (4) year old classroom was out of ratio by one (1) child.



Inspection Report

General Administration

185 - Notification of Center Closure

Not In Compliance

922 KAR 2:110. Section 6. Reports.

(6) The cabinet and the parent of a child enrolled in a child-care center shall receive notice as soon as practicable, and prior to, a child-care center's temporary or permanent closure.

Findings:

General: Based on Observation, the surveyor made an attempt to conduct an onsite visit on 2/9/16 at approximately 10:15 a.m. The surveyor found the child care facility closed. Based on review of documentation, a sign that was posted on the door read, "Closed due to bad weather." The DRCC office was not notified about the facility being closed.

Director Requirements

275 - Caregiver Alone

Not In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

(1) Effective with the adoption of this administrative regulation, a director shall:

(n) Assure that a person acting as a caregiver of a child in care shall not be left alone with a child, if the licensee has not received the results of the background checks as described in Section 3(1)(e)6 of this administrative regulation;

Findings:

General: Based on Review of Documentation, the surveyor reviewed six (6) staff files during the investigation. One (1) staff file (hire date: 7/12/15) did not have the results of the child abuse/ neglect check (CA/N) or the criminal records check (CRC). The applications for the background checks had been completed but never submitted. During an interview with the staff person it was found that she was alone with two (2) children in her care from 8:00 a.m. until 8:30 a.m. (2) A staff person that was re-hired on 5/2015 was observed working alone with ten (10) two (2) year olds at approximately 10:30 a.m. during the investigation. The background check results (CA/N and CRC) for this staff person were dated 5/4/14 and 5/20/14). The requests were not re-submitted upon re-hire.

280 - Altered/Falsified Records

Not In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

(1) Effective with the adoption of this administrative regulation, a director shall:

(o) Assure each mandatory record specified in Section 3 of this administrative regulation has not been altered or falsified;

Findings:

General: Based on information received from the Kentucky Adult Education Council on Postsecondary Education, it appears that a staff person's GED certificate was altered. Based on file review, the staff person was hired on 3/3/14. Based on information received from the GED office, the diploma number that was issued during the 2001 period was a six digit number. The diploma that was presented for review had a five digit number. Therefore, it appears to be altered. This staff person was observed working in the infant classroom on 2/18/16 in a role as a caregiver.

Employee Records

300 - Background checks/left alone

Not In Compliance

922 KAR 2:090. Section 6. License Issuance.

(5) An individual described in subsection (4) of this section shall:

(a) Submit to background checks described in paragraph (b) of this subsection;

(b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:

1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;

2. Criminal records check required by KRS 199.896(19);

3. Criminal records check for any previous state of residence if the person resided outside the state of Kentucky in the last five (5) years; and

4. An address check of the Sex Offender Registry; and

(c) Not be left alone in the presence of a child until copies of the background checks in accordance with paragraph (b) of this subsection have been received by the licensee.

Findings:

General: Based on Review of Documentation, the surveyor reviewed six (6) staff files during the investigation. One (1) staff file (hire date: 7/12/15) did not have the results of the child abuse/ neglect check (CA/N) or the criminal records check (CRC). The applications for the background checks had been completed but never submitted. During an interview with the staff person it was found that she was alone with two (2) children in her care from 8:00 a.m. until 8:30 a.m. (2) A staff person that was re-hired on 5/2015 was observed working alone with ten (10) two (2) year olds at approximately 10:30 a.m. during the investigation. The background check results (CA/N and CRC) for this staff person were dated 5/4/14 and 5/20/14). The requests were not re-submitted upon re-hire.

315 - Educational Requirements

Not In Compliance

922 KAR 2:110. Section 5. Staff Requirements.

(1) Child-care center staff:

(a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:

1. High school diploma;

2. GED or qualifying documentation from a comparable educational entity; or

3. Commonwealth Child Care Credential as described in 922 KAR 2:250;

Findings:

General: Based on Review of Documentation, surveyor found that one (1) staff (hire date: 7/12/15) did not have proof of education on file. The staff person stated that she started at the facility as a volunteer through the Ready to Work Program and recently was hired as a full time employee on 2/15/16.

922 KAR 2:110. Section 5. Staff Requirements.

- (14) In accordance with KRS 199.896(15) and (16), a staff person with supervisory authority over a child shall complete the following:**
- (a) Six (6) hours of cabinet-approved orientation within the first three (3) months of employment;**
 - (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment, including one and one-half (1 ½) hours of pediatric abusive head trauma training; and**
 - (c) Fifteen (15) hours of cabinet-approved early care and education training during each subsequent year of employment, including one and one-half (1 ½) hours of pediatric abusive head trauma training completed once every five (5) years.**

Findings:

General: Based on Review of Documentation, the facility failed to assure that staff with supervisory authority over a child complete cabinet approved training. Based on file review and TRIS, a staff person hired on 3/3/14 did not complete nine (9) additional hours of cabinet approved early care and education training including Pediatric Abusive Head Trauma Training within the first year of employment. Based on interview, this staff person stated that she was a volunteer who "just helps out." However, this staff person was observed in the infant classroom in the role as a caregiver. She was counted as part of the staff to child ratios and had supervisory authority over ten (10) infants that were present. Based on interview, this staff person had just completed diaper changes. Based on file review and TRIS a second staff person working in the infant classroom hired on 7/12/15 did not complete the six (6) hour orientation training that is required within the first three (3) months of employment. This staff person stated that she also was volunteer through the Ready to Work program but recently was hired as a full time employee on 2/15/16. This staff person indicated that she has always acted in a role as a caregiver. She was observed in the infant classroom caring for children and was counted as part of the staff to child ratios. Based on file review and TRIS, a third person working in the two (2) year old classroom that was re-hired on 5/2015 has not completed the required six (6) hour orientation training that is required within the first three (3) months of employment.

Programming

922 KAR 2:120. Section 6. Sleeping and Napping Requirements.

- (1) An infant shall sleep or nap on the infant's back unless the infant's health professional signs a waiver that states the infant requires an alternate sleeping position.**

Findings:

General: Based on Observation while in the infant classroom, the surveyor noted a female infant sleeping in an upright position in a bouncy seat with a bottle in her lap. The surveyor asked for the name of the child. File review found that the child was nine (9) months old. File review found that there was not any information from a health care professional that would require the infant to sleep in an alternate sleeping position.

Children's Records

922 KAR 2:110. Section 3. Records.

- (1) A child-care center shall maintain:**
- (b) A written record for each child:**
 - 1. Completed and signed by the child's parent;**
 - 2. Retained on file on the first day the child attends the child-care center; and**
 - 3. To contain:**
 - a. Identifying information about the child, which includes, at minimum, the child's name, address, and date of birth;**
 - b. Contact information to enable a person in charge to contact the child's:**
 - (i) Parent at the parent's home or place of employment;**
 - (ii) Family physician; and**
 - (iii) Preferred hospital;**
 - c. The name of each person who is designated in writing to pick-up the child;**
 - d. The child's general health status and medical history including, if applicable:**
 - (i) Allergies;**
 - (ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and**
 - (iii) Permission from the parent for third-party professional services in the child-care center;**
 - e. The name and phone number of each person to be contacted in an emergency situation involving or impacting the child;**
 - f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;**

Findings:

General: Based on review of documentation and interview, the facility failed to retain identifying information about a child enrolled. The surveyor reviewed three (3) children's files during the investigation and found that one (1) child who has been enrolled for approximately one (1) month did not have any identifying information. The child's file only contained an immunization certificate and an enrollment packet that was blank. The Director and Assistant Director were both unsure why the enrollment packet had not been completed. The surveyor inquired about the child's attendance at the facility. The Assistant Director stated that the child attends Mondays, Tuesdays, Wednesday from 8:00 a.m. to 4:30 p.m. and Thursdays and Fridays from 3:00 p.m. to 8:00 p.m. The surveyor reviewed the childcare daily attendance report dated 2/7/16--2/13/16 and found that the child was signed in Monday at 4:30 p.m. and signed out at Midnight, Tuesday he was signed in at 2:30 p.m. and signed out at 11:30 p.m., Wednesday he was signed in at 2:00 p.m. and signed out at 11:00 p.m., Thursday he was signed in at 2:15 p.m. and signed out at 11:20 p.m., and Friday signed in at 2:00 p.m. and signed out at 11:00 p.m. The surveyor pointed the times in and out to the Director. She stated, "I don't know why his mom put that time. That is the time she gets off from work. Her boyfriend from the pizza place picks him up by 8:30 p.m." The child's name was not listed on the child care daily attendance record dated for 2/14/16--2/20/16.

Inspection Report

Written Documentation

1095 - Daily Attendance Records

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(c) Daily attendance records documenting the arrival and departure time of each child, including records that are required in accordance with 922 KAR 2:160, Section 13, if a child receives services from the child-care center through the Child Care Assistance Program;

Findings:

General: Based on Review of Documentation; when the surveyor asked to review the Child Care Daily Attendance Sheets (DCC-94E), the Director exited the office and went into the preschool classroom. After a couple of minutes the surveyor walked into the preschool classroom and observed the Director and a staff person leaned over a table writing on the subsidy forms. The surveyor asked what they were doing. The Director indicated that the staff person was "putting in second shift because parents forget to write it in." The surveyor reviewed the subsidy Child Care Daily Attendance Record dated 2/14/16--2/20/16. The document showed that during this week only a couple of the children were signed into the facility but not signed out of the facility. The surveyor noted that on some of the daily sheets only the parents' initials were recorded for each day and even recorded for the next day (Friday). Some of the weeks had already been signed by the parent even though the week had not yet ended and entry and exit times had not been recorded. There were forty nine (49) children present in the facility on Thursday during the investigation but only one (1) child (an infant) was signed in at 9:30 a.m. Three (3) of the attendance sheets dated 2/14/16--2/20/16 only contained each child's name. It did not have an entry or exit time recorded. Furthermore, a child was signed in/out of the facility on 2/9/16 but the facility was closed due to bad weather that day. The surveyor attempted a visit on 2/9/16 but found the facility closed with a note on the door that read, "closed due to bad weather." According to 922 KAR 2:160 the Parent or Authorized Person is required to record the actual time the child arrives and departs and is not to record this information in advance. Parents are required to review the form for accuracy at the end of the week and then sign the form as verification that it is correct.

Signature of
Provider/Representative

Title

Date