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Inspection Report

Provider Name: Little Hands Development Center	Provider Information	License No: L383142
Provider Address: 250 Haven Hill Road, Shelbyville, KY, 40065	Provider Type: LICENSED TYPE I	Capacity: 56(Bldg 1: 70)
Owner(s): Little Hands Development Center, LLC		Director(s): Bell, Pamela Faye

Inspection Type: Investigation	Inspection Information	Inspection No: 138985
Visit Start Date: 01/15/2015 9:30 AM	Visit End Date: 01/15/2015 11:00 AM	
	No. of Children Present: 31	

Inspection Report	
Supervision	
5 - Children Supervised	Not In Compliance
922 KAR 2:120. Section 2. Child Care Services. (3)(a) Each center shall maintain a child-care program that assures each child will be: 1. Provided with adequate supervision at all times by a qualified staff person who: a. Ensures the child is within scope of vision and range of voice; or b. For a school-age child, within scope of vision or range of voice; Findings: General: Based on Observation, the child care center failed to maintain adequate supervision in accordance with regulatory requirements. Based on observation at 10:30 a.m. a two-year-old child was observed entering the office area unsupervised. The child had exited a closed door from a classroom into the hallway to the office. Approximately one minute later a staff entered into the office to retrieve the child.	
Staffing Requirements	
40 - Ratios and Group Size	In Compliance

Inspection Report

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.

Director Requirements

265 - Health, Safety, Comfort

In Compliance

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

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

(l) Provide for the health, safety, and comfort of each child;

First Aid/Medication

665 - Administration Record

Not In Compliance

922 KAR 2:120. Section 7. First Aid and Medicine.

(5) The child-care center shall keep a written record of the administration of medication, including:

- (a) Time of each dosage;
- (b) Date;
- (c) Amount;
- (d) Name of staff person giving the medication;
- (e) Name of the child; and
- (f) Name of the medication.

Findings:

General: Based on Review of Documentation and interview with the director, the child care center failed to comply with regulatory requirements regarding first aid and or medication. Interview with the director revealed that she had completed the medication administration forms for the child with the enrollment date of 08/26/2014. The director continued to reveal the forms were maintained in the child's classroom; however she was unable to provide the documents as she revealed the documents were misplaced. The child-care center failed to maintain a written record of the administration of medication, including the time of the dosage, date, name of staff administering the medication, name of child and the name of the medication.

670 - Medication

Not In Compliance

922 KAR 2:120. Section 7. First Aid and Medicine.

(6) Medication, including refrigerated medication, shall be:

- (a) Stored in a separate and locked place, out of the reach of a child;
- (b) Kept in the original bottle; and
- (c) Properly labeled.

(7) Medication shall not be given to a child if the expiration date on the bottle has passed.

Findings:

General: Based on interview, the child care center failed to comply with regulatory requirements regarding first aid and or medication. Interview with staff in the one-year-old classroom, it was revealed the diaper rash cream was maintained in the child's backpack and not stored in a separate and locked place, out of the reach of a child.

Children's Records

1070 - Immunization

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(a) A current immunization certificate for each child in care within thirty (30) days of the child's enrollment, unless an attending physician or the child's parent objects to the immunization of the child pursuant to KRS 214.036;

Findings:

General: Based on Review of Documentation and interview with the director, the child care center failed to maintain children's records in accordance with regulatory requirements. Review of the children's record revealed the following child with the enrollment date of 08/26/2014 did not contain a current immunization certificate. Interview with the director revealed she was in the process of addressing.

Inspection Report

Written Documentation

1130 - Confidentiality/Maintenance/Access

Not In Compliance

922 KAR 2:110. Section 3. Records.

(2) A child-care center shall:

- (a) Maintain the confidentiality of a child's record;**
- (b) Maintain all records for five (5) years; and**
- (c) Provide the cabinet access and information in the completion of the investigation pursuant to KRS 620.030(4).**

Findings:

General: Based on interview with the director, the child care center failed to maintain written documentation in accordance with regulatory requirements. Based on interview with the director it was revealed that upon enrollment on 08/26/2014, the child's parent had signed a permission form to administer diaper rash cream. On 01/15/2015, it was revealed that the director had misplaced the paperwork and was unable to locate the document. The child care center failed to maintain the confidentiality of a child's record and maintain on file for five (5) years as pursuant to the regulations).

Signature of
Provider/Representative

Title

Date