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Inspection Report

Provider Name: Little Hands Big Hearts Childcare Center	Provider Information Provider Type: LICENSED TYPE I	License No: L383175
Provider Address: 1302 Highland Ave., Suite B, Carrollton, KY, 41008		Capacity: 60
Owner(s): Davis, Crystal Nicole & Davis, Nathan		Director(s): Borman, Amanda

Inspection Type: Renewal Application	Inspection Information	Inspection No: 138479
Visit Start Date: 12/23/2014 8:55 AM	Visit End Date: 12/23/2014 1:55 PM	
No. of Children Present: 22		

Inspection Report	
Supervision	
5 - Children Supervised	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;	
15 - Activity Areas/Equipment/Materials	In Compliance
922 KAR 2:120. Section 3. General Requirements. (2) Activity areas, equipment, and materials shall be arranged so that the child's activity can be given adequate supervision by staff.	
20 - Supply Storage	In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (30) Supplies shall be stored so that the adult can reach them without leaving a child unattended.	
25 - Supervision During Diapering	In Compliance
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements. (10) When a child is diapered, the child shall: (a) Not be left unattended	
Staffing Requirements	
30 - Cooking/Cleaning Staffing	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: (k) Assume that additional staff are available during cooking and cleaning hours, if necessary, to maintain staff-to-child ratios pursuant to 922 KAR 2:120;	
Findings:	
General: Based on Observation, the child care center failed to comply with staffing requirements. Observation of the lunch preparation revealed that the substitute staff called in to assist with the ratios in the Two-Year-Old Room left the room of thirteen (13) children ages one-year-old to eleven-years-old to prepare and serve lunch. Continued observation of the Two-Year-Old Room revealed one staff member working alone with thirteen (13) children ages one (1) to eleven-years-old.	
35 - Adequate Adults/Qualified Staff	In Compliance

Inspection Report

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

(10) The minimum number of adult workers in a child-care center shall be sufficient to ensure that:

- (a) Minimum staff-to-child ratios in accordance with 922 KAR 2:120 are followed;
- (b) Each staff person under eighteen (18) years of age and each student trainee are under the direct supervision of a qualified staff person who meets the requirements of this section; and
- (c) Unless providing care with a qualified staff person, a person under the age of eighteen (18) shall not be counted as staff for the staff-to-child ratio.

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, the child care center failed to comply with staffing requirements. Observation of the Two-Year-Old Room revealed thirteen (13) children, ages one (1) to eleven-years-old under the supervision of one adult staff member from approximately 10:45 a.m. until 12:30 p.m., when another staff person joined the room.

45 - Ratio/Group Size

Discussed

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

(2)(b) The age of the youngest child in the group shall determine the:

- 1. Staff-to-child ratio; and
- 2. Maximum group size.

55 - Related Children

In Compliance

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

(2)(d) If a child related to the director, employee, or person under the supervision of the licensee is receiving care in the center, the child shall be included in the staff-to-child ratio.

General Administration

60 - Zoning

In Compliance

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

(11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:

- (a) Provide written documentation from the local authority showing compliance with local zoning requirements;

65 - Fire Marshal

In Compliance

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

(11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:

- (b) Be approved by the Office of the State Fire Marshal or designee;

70 - Water/Sewage

In Compliance

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

(11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:

- (c) Have an approved water and sewage system in accordance with local, county, and state laws;

75 - Liability Insurance

Not In Compliance

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

(11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:

- (d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;

Findings:

General: Based on Review of Documentation, and interview, the child care center failed to comply with regulatory requirements. Review of records failed to reveal documentation for proof of liability insurance coverage. Interview with the director revealed that the documentation was unable to be located at the time of the survey.

Inspection Report

80 - Comply with regulations

In Compliance

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

- (11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:
- (e) Comply with provisions of this administrative regulation, 922 KAR 2:110, and 922 KAR 2:120;

85 - Cooperate with state agency

In Compliance

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

- (11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:
- (f) Cooperate with the cabinet, the cabinet's designee, or another agency with regulatory authority during:
1. An investigation of an alleged complaint, including an allegation of child abuse or neglect pursuant to KRS 620.030(4); and
 2. Unannounced inspections; and

90 - Have Director

In Compliance

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

- (11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:
- (g) Have a director who meets the requirements listed in 922 KAR 2:110.

95 - Allow Access

In Compliance

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

- (12) A child-care center shall allow the cabinet or its designee, another agency with regulatory authority, and a parent of an enrolled child unannounced access to the child-care center during the hours of operation.

110 - Report to Licensee

In Compliance

922 KAR 2:090. Section 11. Basis for Denial, Suspension or Revocation.

- (3) A director, employee, volunteer, any person with supervisory or disciplinary control over, or having unsupervised contact with, a child shall report to the licensee if:
- (a) Convicted of, or entered an Alford or guilty plea to:
1. a violent crime or sex crime in accordance with KRS 17.165; or
 2. A crime specified in Section 6(5) of this administrative regulation;
- (b) The subject of a cabinet child abuse or neglect investigation;
- (c) Found by the cabinet or a court to have abused or neglected a child;
- (d) Convicted of, or entered an Alford or guilty plea to, a drug-related felony, and five (5) years have not elapsed since the person was fully discharged from imprisonment, probation, or parole;
- (e) Placed on the Sex Offender Registry; or
- (f) Determined by a physician to have a health condition that renders the person unable to care for children.

115 - Reports to Cabinet

In Compliance

922 KAR 2:110. Section 6. Reports.

- (1) The following shall be reported to the cabinet or designee and other agencies specified in this section within twenty-four (24) hours from the time of discovery:
- (a) Communicable disease, which shall also be reported to the local health department pursuant to KRS 214.010;
- (b) An accident or injury to a child that requires medical care;
- (c) An incident that results in legal action by or against the child-care center that:
1. Affects a child or staff person; or
 2. Includes the center's discontinuation or disqualification from a governmental assistance program due to fraud or abuse;
- (d) An incident involving fire or other emergency, including a vehicular accident when the center is transporting a child receiving child care services; or
- (e) A report of child abuse or neglect that:
1. Has been accepted by the cabinet in accordance with 922 KAR 1:330; and
 2. Names a director, employee, volunteer, or person with supervisory or disciplinary control over, or having unsupervised contact with a child in care as the alleged perpetrator.

120 - Licensee Responsibility

In Compliance

922 KAR 2:110. Section 2. General.

- (1) A licensee shall be responsible for the operation of the child-care center pursuant to this administrative regulation, 922 KAR 2:090, and 922 KAR 2:120.

125 - Confidential Information

In Compliance

922 KAR 2:110. Section 2. General.

- (3) Information concerning a child or the child's parent shall be kept in strict confidence by child-care center staff, except as otherwise required by law.

130 - Volunteer/Board Member Compliance

In Compliance

922 KAR 2:110. Section 2. General.

- (4) A volunteer or board member shall comply with the policies and procedures of the child-care center.

135 - Resident Interference

Not Applicable

922 KAR 2:110. Section 2. General.

- (6) An activity of a person living in a child-care center that is a dwelling unit shall not interfere with the child-care center program.

140 - Staff Conviction/Substantiation

In Compliance

Inspection Report

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

(2) A child-care center shall not employ a person:

- (a) Convicted of, or who entered an Alford or guilty plea to, a crime pursuant to 922 KAR 2:090, Section 6(6);
- (b) Found by the cabinet to have abused or neglected a child, pursuant to 922 KAR 1:470;
- (c) Placed on the Sex Offender Registry; or
- (d) Determined by a physician to have a health condition that renders the person unable to care for children.

145 - Controlled Substance/Alcohol

In Compliance

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

- (11) Except for medication as prescribed by a physician, a controlled substance or alcohol use shall not be permitted on the premises during hours of operation.

150 - Adult Resident Requirements

Not Applicable

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

- (13)(a) For each adult residing at a Type II child-care center, the results of the following shall be maintained on file at the center a:

- 1. Criminal records check indicating that the adult has not been convicted of, entered an Alford or guilty plea to, a:
 - a. Crime pursuant to KRS 17.165; or
 - b. Drug-related felony, and five (5) years have not lapsed since the person was fully discharged from imprisonment, probation, or parole;
 - 2. Child abuse and neglect check using the central registry in accordance with 922 KAR 1:470, indicating that the adult has not been found by the cabinet to have abused or neglected a child;
 - 3. Criminal records check for any previous state of residence completed once if:
 - a. The adult resided outside the state of Kentucky in the last five (5) years; and
 - b. No criminal records check has been completed for the adult's previous state of residence. The check shall indicate that the adult has not been convicted of, or has not entered an Alford plea or a plea of guilty to, an offense under a criminal statute of the United States or of another state similar to an offense specified in subparagraph 1 of this paragraph; and
 - 4. Copy of negative tuberculin results or a health professional's statement documenting that the adult is free of tuberculosis. Every two (2) years, the adult shall provide negative tuberculin results or health professional's statement documenting that the adult is free of tuberculosis.
- (b) An address check of the Sex Offender Registry conducted on behalf of the applicant for a Type II child-care center and supporting documentation shall indicate that no individual residing in the household is a registered sex offender.

155 - Staff Awake on Duty

In Compliance

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

- (12) Each staff person shall remain awake while on duty except as specified in 922 KAR 2:120, Section 2(11)(f).

160 - Report to Cabinet

In Compliance

922 KAR 2:090. Section 11. Basis for Denial, Suspension or Revocation.

- (4) Each licensee shall report to the cabinet or its designee if the:

- (a) Licensee or an individual described in Section 6(4) of this administrative regulation meets a criterion of subsection (3) of this section; or
- (b) Licensee meets a criterion of subsection (7)(j) of this section.

190 - Abuse/Neglect Report Procedure

In Compliance

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

- (3)(b) The program shall include:

- 1. A procedure to inform child care staff of the laws of the Commonwealth pertaining to child abuse or neglect set forth in KRS 620.030;

195 - Requirements for Nontraditional Care

In Compliance

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

- (11) If nontraditional hours of care are provided:

- (a) Including time spent in school, a child shall not be permitted to spend more than sixteen (16) hours in the child-care center during one (1) twenty-four (24) hour period;
- (b) At least one (1) staff member shall be assigned responsibility for each sleeping room;
- (c) A child present for an extended period of time during waking hours shall receive a program of well-balanced and constructive activity that are developmentally appropriate for the child;
- (d) A child sleeping three (3) hours or more shall sleep in:
 - 1. Pajamas; or
 - 2. A nightgown;
- (e) If a child attends school from the child-care center, the child shall be offered breakfast;

200 - Staff Remain Awake

In Compliance

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

- (11) If nontraditional hours of care are provided:

- (f) Staff shall:

- 1. If employed by a Type I child-care center, remain awake while on duty; or
- 2. If employed by or is the operator of a Type II child-care center, remain awake until every child in care is asleep.

205 - Fire Marshal/Zoning Compliance

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (2) A child-care center shall be in compliance with the State Fire Marshal requirements established in KRS 227.220 and the local zoning laws.

210 - Construction/Renovation Notification

In Compliance

Inspection Report

922 KAR 2:120. Section 4. Premises Requirements.

(19) The Department of Housing, Buildings and Construction, State Fire Marshal's Office, and cabinet shall be contacted concerning a planned new building, addition, or major renovation prior to construction.

215 - Defined Groups

In Compliance

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

(2)(a) In a Type I child-care center, a group size shall:

1. Be separately maintained in a defined area unique to the group; and
2. Have specific staff assigned to, and responsible for, the group.

220 - Person Under Investigation by DCBS

In Compliance

922 KAR 2:110. Section 2. General.

(8) If a director, employee, volunteer, or any person with supervisory or disciplinary control over, or having unsupervised contact with a child in care is named as the alleged perpetrator in a child abuse or neglect report accepted by the cabinet in accordance with 922 KAR 1:330, the individual shall be removed from direct contact with a child in care:

- (a) For the duration of the family-in-need-of-services assessment or investigation; and
- (b) Pending completion of the administrative appeal process for a cabinet substantiation of child abuse or neglect in accordance with 922 KAR 1:320 or 922 KAR 1:480.

225 - Sick Child Exclusion

In Compliance

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

(2) A child showing signs of an illness or condition that may be communicable shall not be admitted to the regular child-care program.

230 - Sick Child Protocol

In Compliance

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

(3) If a child becomes ill while at the child-care center:

- (a) The child shall be placed in a supervised area isolated from the rest of the children;
- (b) The parent shall be contacted immediately; and
- (c) Arrangements shall be made to remove the child from the child-care center as soon as practicable.

Director Requirements

235 - Operation instruction/Regulation copy

In Compliance

922 KAR 2:110. Section 2. General.

(2) Child-care center staff shall be:

- (a) Instructed by the child-care center's director regarding requirements for operation; and
- (b) Provided with a copy of this administrative regulation, 922 KAR 2:090, and 922 KAR 2:120.

245 - Regulatory Compliance/Staff in Charge

In Compliance

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

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

- (d) Ensure:
 1. Compliance with 922 KAR 2:090, 922 KAR 2:120, and this administrative regulation; and
 2. The designation of one (1) adult staff person in charge to carry out the director's duties if the director is not present in the child-care center during operating hours;

250 - Staff Management/Policy Development/Supervision

In Compliance

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

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

- (e) Manage the staff in their individual job descriptions;
- (f) Develop child-care center plans, policies, and procedures;
- (g) Supervise staff conduct to ensure implementation of program policies and procedures;

255 - Staff Meeting

In Compliance

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

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

- (i) Conduct, manage, and document in writing staff meetings;

260 - Staff Evaluation

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:

- (j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;

Findings:

General: Based on Review of Documentation, the child care center director failed to assure compliance with regulatory requirements. Review of records failed to reveal an assessment of a staff person's interaction with children in care and classroom performance through an annual written performance evaluation for an employee with the hire date of 8/22/13.

Inspection Report

265 - Health, Safety, Comfort

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:

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

Findings:

General: Based on Observation, the child care center director failed to assure compliance with regulatory requirements as it pertains to the health, safety and comfort of the children in care. Observation in the Infant/Toddler Room revealed a child eating cracker crumbs from the floor that had been dropped in the floor by a child having snack in a highchair. Additional observation of the Infant / Toddler Room revealed an infant, later determined to be seven weeks old, placed in an infant hammock at approximately 10:00 a.m. and left in the hammock until 11:50 a.m.. The infant was observed crying and sleeping intermittently during this time, without attention from a staff member to offer comfort or care. Ongoing observation in the Infant / Toddler Room revealed an infant sleeping directly on a crib mattress without bedding and toddlers sleeping directly on plastic napping mats without bedding. Further observation in the Infant / Toddler Room revealed a toddler crying during the entire survey, failing to receive comfort from the staff present. Continued observation revealed the toddlers in the Infant / Toddler Room were served milk from a container that expired on December 18, 2014 and had a distinct sour odor. The service was stopped by the surveyor prior to any of the children consuming the spoiled milk. Ongoing observation in the Infant / Toddler Room revealed a child's coat and diaper bag left in the floor at approximately 10:00 a.m.. Continued observation revealed a child fell over backwards on the items at approximately 11:28 a.m.. Further observation of the Infant / Toddler Room revealed a staff person transferring an infant from the diaper changing table to the floor by one arm and a staff person transferring a toddler from a high chair to the floor by one arm; failing to maintain the comfort and safety of the children.

270 - Parent Notification

In Compliance

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

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

(m) Notify the parent immediately of an accident or incident requiring medical treatment of a child;

275 - Caregiver Alone

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;

280 - Altered/Falsified Records

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;

285 - Parental/Family Involvement Activity

In Compliance

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

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

(p) Coordinate at least one (1) annual activity involving parental or family participation.

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 child care center failed to maintain employee records in accordance with regulatory requirements. Review of staff files revealed that an employee with the hire date of 10/14/14 failed to have verification that a criminal records check had been submitted.

305 - Background checks/discharged

In Compliance

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

- (6) Upon completion of background checks described in subsection (4)(b) of this section, a licensee shall discharge immediately:
- (a) An individual whose name is listed on the central registry established by 922 KAR 1:470;
 - (b) An individual who has been convicted of, or has entered an Alford plea or a plea of guilty to, a crime in accordance with KRS 17.165;
 - (c) An individual who is confirmed by an address check of the Sex Offender Registry and supporting documentation as a registered sex offender;
 - (d) An individual who has been convicted of, or entered an Alford plea or plea of guilty to, a drug-related felony, and five (5) years has not elapsed since the person was fully discharged from imprisonment, probation, or parole;
 - (e) A director who has been convicted of, or entered an Alford plea or a plea of guilty to, a felony offense involving fraud, embezzlement, theft, or forgery; and
 - (f) An individual who has been convicted of, or has entered an Alford plea or a plea of guilty to, an offense under a criminal statute of the United States or of another state similar to an offense specified in this subsection.
- (7) An individual who has been convicted of, or entered an Alford plea or a plea of guilty to, a nonviolent felony or misdemeanor not specified in this section shall be handled on a case-by-case basis by the licensee with consideration given to the:
- (a) Nature of the offense;
 - (b) Length of time that has elapsed since the event; and
 - (c) Individual's life experiences after conviction, Alford plea, or guilty plea.

310 - Personnel File

In Compliance

922 KAR 2:110. Section 3. Records.

- (1) A child-care center shall maintain:
- (e) A current personnel file for each child-care center staff person to include:
- 1. Name, address, date of birth, and date of employment;
 - 2. Proof of educational qualifications;
 - 3. Record of annual performance evaluation;
 - 4. Written record of training participation to include:
 - a. The training source;
 - b. Location;
 - c. Date; and
 - d. Number of clock hours completed;
 - 5. Every two (2) years, a:
 - a. Statement from a health professional that the individual is free of active tuberculosis; or
 - b. Copy of negative tuberculin results; and
 - 6. For a director, employee, volunteer, or any person with supervisory or disciplinary control over, or having unsupervised contact with, a child in care, the results of a:
 - a. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;
 - b. Criminal records check required by KRS 199.896(19);
 - c. Criminal records check from any previous state of residence completed once if:
 - (i) The individual resided outside the state of Kentucky in the last five (5) years; and
 - (ii) No criminal records check has been completed for the individual's previous state of residence; and
 - d. An address check of the Sex Offender Registry;

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, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of staff files revealed that employees with the hire dates of 10/23/13 and 8/6/14 failed to have a high school diploma, GED or Commonwealth Child Care Credential on file at the time of the inspection.

320 - TB Verification

Not In Compliance

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

- (1) Child-care center staff:
- (b) Shall provide, prior to employment and every two (2) years thereafter:
- 1. A statement from a health professional that the individual is free of active tuberculosis; or
 - 2. A copy of negative tuberculin results.

Findings:

General: Based on Review of Documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of staff files revealed an employee with the hire date of 10/14/14 failed to have written documentation from a health care professional to verify that the individual was free from active TB.

325 - CPR/First Aid Coverage

In Compliance

Inspection Report

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

(3) For a child-care center licensed for infant, toddler, or preschool-age children, at least one (1) person on duty and present with the children shall be currently certified by a cabinet-approved training agency in the following skills:

- (a) Infant and child cardiopulmonary resuscitation; and
- (b) Infant and child first aid.

(4) For a child-care center licensed for school-age children, at least one (1) person on duty and present with the children shall be currently certified by a cabinet-approved training agency in the following skills:

- (a) Adult cardiopulmonary resuscitation; and
- (b) First aid.

330 - Adequate Substitute(s)

In Compliance

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

(6) Child-care centers shall have available in case of need:

- (a) One (1) qualified substitute staff person for a Type II child-care center; or
- (b) Two (2) qualified substitute staff persons for a Type I child-care center.

335 - Qualified Substitute

In Compliance

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

(7) Each qualified substitute staff person shall:

- (a) Meet the staff requirements of this administrative regulation; and
- (b) Provide the required documentation to verify compliance with this administrative regulation.

340 - Training

Not In Compliance

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 Observation, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of staff files revealed that five (5) employees with the hire dates of 8/22/13, 10/23/13, 10/28/13, 10/23/13 and 8/6/14 failed to have documentation to verify that they had completed six (6) hours of cabinet approved orientation within the first three months of employment. Further review of staff files revealed that two (2) employees with the hire date of 10/23/13, and one (1) employee with the hire date of 10/28/13 failed to document to verify that they have fifteen (15) hours of cabinet approved early care and education training. Continued review of records revealed an employee with the hire date 8/22/13 failed to have documentation to verify completion of nine (9) of the fifteen (15) required hours of cabinet approved early care and education training.

345 - Driver Requirements

In Compliance

922 KAR 2:120. Section 12. Transportation.

(18) A driver of a vehicle transporting a child for a center shall:

- (a) Be at least twenty-one (21) years old;
- (b) Complete:
 - 1. The background checks as described in 922 KAR 2:110; and
 - 2. An annual check of the:
 - a. Kentucky driver history records in accordance with KRS 186.018; or
 - b. Driver history records through the state transportation agency that issued the driver's license;
- (c) Hold a current driver's license which has not been suspended or revoked during the last five (5) years; and
- (d) Not caused an accident which resulted in the death of a person.

Inspection Report**Programming****350 - Program of Activities Followed****Not In Compliance****922 KAR 2:120. Section 2. Child Care Services.****(4) The child-care center shall provide a daily planned program:**

- (a) Posted in writing in a conspicuous location with each age group and followed;**
- (b) Of activities that are individualized and developmentally appropriate for each child served;**
- (c) That provides experience to promote the individual child's physical, emotional, social, and intellectual growth and well-being; and**
- (d) That offers a variety of creative activities including the following:**
 - 1. Art;**
 - 2. Music;**
 - 3. Dramatic play;**
 - 4. Stories and books;**
 - 5. Science;**
 - 6. Block building;**
 - 7. Tactile activity;**
 - 8. Culture;**
 - 9. Indoor or outdoor play in which a child makes use of both small and large muscles;**
 - 10. A balance of active and quiet play, including group and individual activity;**
 - 11. An opportunity for a child to:**
 - a. Have some free choice of activities;**
 - b. If desired, play apart from the group at times;**

Findings:

General: Based on Observation, the child care center failed to comply with regulatory programming requirements. Observation of the room used for children two-years-old through school age revealed staff failed to provide a daily planned program for school age children in care. Continued observation revealed staff failed to have opportunities for art, music, dramatic play, books, science and culture for older school age children in care. Further Observation revealed an eleven-year-old child sitting up against a wall during throughout the survey which was approximately five (5) hours in duration. Review of documentation in the Infant / Toddler room revealed staff failed to have current written plan of activities for children in care.

355 - Practice Appropriate Self-Help Procedures**In Compliance****922 KAR 2:120. Section 2. Child Care Services.****(4) The child-care center shall provide a daily planned program:****(d) That offers a variety of creative activities including the following:****11. An opportunity for a child to:****c. Practice developmentally appropriate self-help procedures in respect to:**

- (i) Clothing;**
- (ii) Toileting;**
- (iii) Hand-washing; and**
- (iv) Eating;**

360 - Electronic Viewing/Listening Devices**In Compliance****922 KAR 2:120. Section 2. Child Care Services.****(4) The child-care center shall provide a daily planned program:****(d) That offers a variety of creative activities including the following:****12. Use of electronic viewing and listening devices if the:**

- a. Material is appropriate to the child using the equipment;**
- b. Material does not include any violence, adult content viewing, or inappropriate language;**
- c. Viewing or individual listening is limited to two (2) hours per day;**
- d. Viewing or listening is discussed with parents prior to viewing or listening; and**
- e. Viewing or listening is designed as an educational tool.**

(5) A child who does not wish to use the electronic devices during the planned program shall be offered other appropriate activities.**365 - Regularity of Routines****In Compliance****922 KAR 2:120. Section 2. Child Care Services.****(6) Regularity of routines shall be implemented to afford the child familiarity with the daily schedule of activity.****370 - Sufficient Activity Time****In Compliance****922 KAR 2:120. Section 2. Child Care Services.****(7) Sufficient time shall be allowed for an activity so that a child may progress at their own developmental rate.****375 - Waiting Period****In Compliance****922 KAR 2:120. Section 2. Child Care Services.****(8) A child shall not be required to stand or sit for a prolonged period of time:**

- (a) During an activity;**
- (b) While waiting for an activity to start; or**
- (c) As punishment.**

380 - School Age Care**In Compliance**

Inspection Report

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

(9) If school-age care is provided:

- (a) A separate area or room shall be provided in a Type I child-care center; and
- (b) Each child shall be provided a snack after school.

385 - Discipline

In Compliance

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

(10) A child shall not be subjected to:

- (a) Corporal physical discipline pursuant to KRS 199.896(18);
- (b) Loud, profane, threatening, frightening, or abusive language; or
- (c) Discipline that is associated with:
 - 1. Rest;
 - 2. Toileting; or
 - 3. Food.

390 - Diagnosed Special Need

In Compliance

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

- (12) Care for a child with a special need shall be consistent with the nature of the need as documented by the child's health professional.

395 - Electronic Viewing/Listening Planned Program

In Compliance

922 KAR 2:120. Section 3. General Requirements.

- (1) Electronic viewing and listening devices shall only be used in the center as a part of the child's planned program of activity described Section 2(4) of this administrative regulation.

400 - Computer Monitoring Device

In Compliance

922 KAR 2:120. Section 3. General Requirements.

- (3) Computer equipment shall be equipped with a monitoring device which limits access by a child to items inappropriate for a child to view or hear.

405 - Weather Conditions

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (17) Outdoor activity shall be restricted based upon:
 - (a) Temperature;
 - (b) Weather conditions; or
 - (d) Weather alerts, advisories, and warnings issued by the National Weather Service.

410 - Infant/Toddler Combined with Older Children

Not In Compliance

922 KAR 2:120. Section 5. Infant and Toddler Play Requirements.

- (2) Except in accordance with subsection (3) of this section, an infant or toddler shall participate in an activity with an older child for no more than one (1) hour per day.

Findings:

General: Based on Observation, and interview, the child care center failed to comply with regulatory programming requirements. Observation of the room used for children ages two-years-old through school age, revealed two (2) toddlers placed in care with school aged children from approximately 9:00 a.m. until 10:45 a.m.. Interview with staff revealed that there was not a transition plan in place.

415 - Toddler Combined with Preschool

Not In Compliance

922 KAR 2:120. Section 5. Infant and Toddler Play Requirements.

- (3) A toddler may participate in an activity with an older child for more than one (1) hour per day if:
 - (a) The toddler is in transition to the pre-school age group;
 - (b) The toddler is twenty-one (21) months or older;
 - (c) Space for the toddler is available in the preschool-age group;
 - (d) The staff-to-child ratios and group sizes are maintained based the age of the youngest child;
 - (e) The center has a procedure for listing a transitioning toddler on attendance records, including a specific day and time the toddler is with either age group; and
 - (f) The child care center has obtained the signature and approval of the toddler's parent on the toddler's transition plan.

Findings:

General: Based on Review of Documentation, and interview, the child care center failed to comply with regulatory programming requirements. Review of documentation failed to reveal a transition plan for the two (2) toddlers that were observed in the room used for children ages two-years-old through school age from approximately 9:00 am-10:45 am. Interview with staff revealed that there was not a transition plan in place and a signature and approval of the toddlers parents had not been obtained.

420 - Infant Sleep Position

In Compliance

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.

425 - Rest Time Requirement

In Compliance

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

- (2) Rest time shall be provided for each child who is not school-age and who is in care for more than four (4) hours.

Inspection Report

435 - Bedding/Toys in Crib

Not In Compliance

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

(3) Rest time shall include adequate space specified by the child's age as follows:

(a) For an infant:

3. No loose bedding; and

4. No toys or other items except the infant's pacifier;

Findings:

General: Based on Observation, the child care center failed to comply with regulatory programming requirements. Observation of the Infant / Toddler Room revealed an infant asleep in a crib with loose bedding that failed to be tucked at the time of the survey.

440 - Two Hour Limit - Rest Time

In Compliance

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

(4) Rest time shall not exceed two (2) hours for a preschool-age child unless the child is attending the child-care center during nontraditional hours.

445 - Rest Period - Alternate Activity

In Compliance

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

(5) A child who does not sleep shall be permitted to play quietly and shall be visually supervised.

450 - Appropriate Use of Food

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(2) Food shall not be:

(a) Used for reward;

(b) Used for discipline;

(c) Withheld until all other foods are consumed; or

(d) Served while viewing electronic devices.

455 - Toilet Training

In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(5) Toilet training shall be coordinated with the child's parent.

Premises

460 - Inaccessible Items

Not In Compliance

922 KAR 2:120. Section 3. General Requirements.

(7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care:

(a) Toxic cleaning supplies, poisons, and insecticides;

(b) Knives and sharp objects;

(c) Matches, cigarettes, lighters, and flammable liquids;

(d) Plastic bags;

(e) Litter and rubbish;

(f) Bar soap; and

(g) Personal belongings and medications of staff.

Findings:

General: Based on Observation, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of the room used for children ages two-years-old through school age on the day of the survey revealed a plastic bag lying on the floor under a highchair, a spray bottle labeled as a cleaning solution sitting at the children's table, an open can of Dr. Pepper sitting on a table and all of it was accessible to the children in care at the time of the survey.

465 - Items Accessible Only During Activity

In Compliance

922 KAR 2:120. Section 3. General Requirements.

(8) The following shall be inaccessible to a child in care unless under direct supervision and part of planned program of instruction:

(a) Knives and sharp objects;

(b) Litter and rubbish; and

(c) Plastic bags not used for personal belongings.

470 - Guns/Ammunition Storage

In Compliance

922 KAR 2:120. Section 3. General Requirements.

(9) In accordance with KRS 527.070(1), firearms and ammunition shall be stored separately in a locked area outside of the designated child care area.

475 - Smoking Protocol

In Compliance

922 KAR 2:120. Section 3. General Requirements.

(10) Smoking shall:

(a) Be permitted in accordance with local ordinances;

(b) Be allowed only in outside designated areas; and

(c) Not be permitted in the presence of a child.

480 - Premises Requirements

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (1) The premises shall be:**
(a) Suitable for the purpose intended;
(b) Kept clean and in good repair;

Findings:

General: Based on Observation, and interview, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of the Two-Year-Old Room revealed empty plastic packaging, soiled tissues, paper, gummy candies on the floor and soiled bedding spilling out of tubs. Interview with staff revealed that the bedding had been used, did not belong to children that were currently enrolled, but kept for use when children in care forgot to bring personal bedding to use during rest time. Observation of the School Age Room revealed a used juice bag sitting on a chair, soiled diapers in the garbage can, and a connected area with a toilet that contained solid waste. Interview with staff revealed that the room had not been in use for at least a week.

485 - Phone Requirement

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (1) The premises shall be:**
(c) Equipped with a working land-line telephone accessible to a room used by a child.

490 - Fire Exits Clear

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (3) Fire and emergency exits shall be kept clear of debris.**

Findings:

General: Based on Observation, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of the rear exit revealed the exit failed to be kept clear of debris. Observation revealed a large circular table, missing a leg, propped against the rear wall, blocking the exit. Continued observation revealed two (2) garbage bags, filled with soiled diapers, placed in front of the propped table, also blocking the fire exit at the time of the survey.

495 - Carbon Monoxide Detector

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (4) A working carbon monoxide detector shall be required in a licensed child-care center that is in a home if the home:**
(a) Uses fuel burning appliances; or
(b) Has an attached garage.

500 - Building Requirements

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (5) The building shall be constructed to ensure the:**
(a) Building is:
1. Dry;
2. Adequately heated;
3. Ventilated; and
4. Well lit, including clean light fixtures that are:
a. In good repair in all areas; and
b. Shielded or have shattered proof bulbs installed; and
(b) Following are protected:
1. Windows;
2. Doors;
3. Stoves;
4. Heaters;
5. Furnaces;
6. Pipes; and
7. Stairs.

Findings:

General: Based on Observation, and review of records, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation in the Infant / Toddler Room revealed fluorescent lights that failed to be in good repair, and light fixtures that failed to be clean as they were filled with dead bugs. Observation in the School Age Room revealed a sagging light cover that failed to be securely fastened to the fixture. Review of DRCC records revealed a previous statement of deficiency identifying the same issues of dead bugs in the light fixtures in the Infant / Toddler Room, lights that failed to be in working order and a sagging light cover in the School Age Room. Continued review of DRCC records revealed a plan of correction from the child care center that stated on January 22, 2014, the lights were fixed and that a daily check would be completed to assure ongoing compliance.

505 - 35 Square Feet per Child

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (6) Exclusive of the kitchen, bathroom, hallway, and storage area, there shall be a minimum of thirty-five (35) square feet of space per child.**

510 - Pest Control

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (7) Measures shall be utilized to control the presence of:**
(a) Rodents;
(b) Flies;
(c) Roaches; and
(d) Other vermin.

515 - Protected Openings

In Compliance

Inspection Report

922 KAR 2:120. Section 4. Premises Requirements.

- (8) An opening to the outside shall be effectively protected against the entrance of vermin by:
- (a) Self-closing doors;
 - (b) Closed windows;
 - (c) Screening;
 - (d) Controlled air current; or
 - (e) Other effective means.

520 - Floors, Walls, Ceilings

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (9) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned.

Findings:

General: Based on Observation, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of the School Age Room revealed a dried yellow textured substance that dripped down the wall in an area approximately thirty (30) inches wide by thirty (30) inches long. Continued observation revealed a section of baseboard missing by the door, rips and tears in the paint exposing sections of drywall approximately eight (8) inches in length each. Observation of the Two-Year-Old Room revealed five (5) water stained ceiling tiles and staples attached to a wall that were bent and protruding, exposing one end of the sharp staple. Observation revealed that the sharp staples protruding were located at a height that was accessible to children.

525 - Water Supply Requirements

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (10) The water supply shall be:
- (a) Potable;
 - (b) Protected from contamination;
 - (c) Adequate in quality and volume;
 - (d) Under sufficient pressure to permit unrestricted use; and
 - (e) Obtained from an approved public water supply or a source approved by the local health department.
- (11) Groundwater supplies for a child-care center caring for:
- (a) More than twenty-five (25) children shall meet the specifications of the Cabinet for Environmental and Public Protection Division of Water, established in KRS Chapter 151; or
 - (b) Twenty-five (25) children or less shall secure approval from the:
 - 1. Cabinet for Environmental and Public Protection; or
 - 2. Local health department.

530 - Sewage Disposal

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (12) Sewage shall be properly disposed by a method approved by the:
- (a) Cabinet for Environmental and Public Protection; or
 - (b) Cabinet.

535 - Plumbing Code

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (13) All plumbing shall comply with the State Plumbing Code established in KRS Chapter 318.

540 - Solid Waste

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (14) Solid waste shall be kept in a suitable receptacle in accordance with local, county and state law, as governed by KRS 211.350 to 211.380.

545 - Child Care Program Interference

Not Applicable

922 KAR 2:120. Section 4. Premises Requirements.

- (15) If a portion of the building is used for a purpose other than child care:
- (a) Necessary provisions shall be made to avoid interference with the child-care program; and
 - (b) A separate restroom shall be provided for use only by those using the building for its child care purpose.

550 - Building Temperature

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (16) The temperature of the inside area of the premises shall be:
- (a) Sixty-five (65) to seventy-five (75) degrees Fahrenheit during the winter; or
 - (b) Sixty-eight (68) to eighty-two (82) degrees Fahrenheit during the summer months.

555 - Indoor Gross Motor Space Requirements

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

- (22) If a child-care center does not have access to an outdoor play area, an indoor space shall:
- (a) Be used as a play area;
 - (b) Have a minimum of sixty (60) square feet per child, separate from and in addition to the thirty-five (35) square feet minimum pursuant to subsection (6) of this section;
 - (c) Include equipment for gross motor skills;
 - (d) Be well-ventilated;
 - (e) Be heated; and
 - (f) Have a protective surface of at least two (2) inches thick around equipment intended for climbing.

560 - Prohibited Bodies of Water

In Compliance

Inspection Report

922 KAR 2:120. Section 4. Premises Requirements.

(27) Bodies of water that shall not be utilized include:

- (a) Portable wading pools;
- (b) Natural bodies of water; and
- (c) Unfiltered, non-disinfected containers.

565 - Infant/Toddler Indoor Space

In Compliance

922 KAR 2:120. Section 5. Infant and Toddler Play Requirements.

(1) Infant and toddler inside areas shall:

- (a) Be separate from an area used by an older child;
- (b) Not be an exit or entrance; and
- (c) Have adequate crawling space for an infant or toddler away from general traffic patterns of the center.

570 - Cots/Mats Location Restrictions

In Compliance

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

(7) If cots or mats are used, floors shall be free from:

- (a) Drafts;
- (b) Liquid substances;
- (c) Dirt; and
- (d) Dampness.

575 - Minimum Toilet/Urinal Requirements

In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(1) A child-care center shall have a minimum of one (1) toilet and one (1) lavatory for each twenty (20) children. Urinals may be substituted for up to one-half (1/2) of the number of toilets required for a male toilet room.

580 - Toilet Room

Not In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(2) A toilet room shall:

- (a) 1. Be provided for each gender; or
2. A plan shall be implemented to use the same toilet room at separate times;
- (b) Have a supply of toilet paper; and
- (c) Be cleaned and sanitized daily.

Findings:

General: Based on Observation, and interview, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of the School Age Room revealed a connecting space with a half wall for privacy that contained a toilet. Additional observation of the toilet revealed solid waste that had not been flushed. Interview with the staff revealed that the School Age Room had not been used for care in at least a week, resulting in a conclusion that the toilet failed to be cleaned or sanitized on a daily basis.

585 - Sink

In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(3) A sink shall be:

- (a) Located in or immediately adjacent to toilet rooms;
- (b) Equipped with hot and cold running water that allows for hand washing;
- (c) Equipped with hot water at a minimum temperature of ninety (90) degrees Fahrenheit and a maximum of 120 degrees Fahrenheit;
- (d) Equipped with liquid soap;
- (e) Equipped with hand-drying blower or single use disposable hand drying material;
- (f) Equipped with an easily cleanable waste receptacle; and
- (g) Immediately adjacent to a changing area used for infants and toddlers.

590 - Toilet

In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(4) Each toilet shall:

- (a) Be kept in clean condition;
- (b) Be kept in good repair;
- (c) Be in a lighted room; and
- (d) Have ventilation to outside air.

Inspection Report**Hygienic Practices****595 - Child Personal Care/Handwashing****Not In Compliance****922 KAR 2:120. Section 3. General Requirements.****(4) A child shall:**

- (a) Be helped with personal care and cleanliness based upon their developmental skills; and**
- (b) Wash his or her hands with liquid soap and warm running water:**
 - 1. a. Upon arrival at the center; or**
 - b. Within thirty (30) minutes of arrival for school-age children;**
 - 2. Before and after eating or handling food;**
 - 3. After toileting or diaper change;**
 - 4. After handling animals;**
 - 5. After wiping or blowing nose;**
 - 6. After touching items soiled with body fluids or wastes; and**
 - 7. After outdoor or indoor play time.**

Findings:

General: Based on Observation, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. Observation of the Infant / Toddler Room revealed staff failed to wash an infant's hands with liquid soap and warm running water before feeding them a bottle. Continued observation revealed that staff failed to wash three (3) children's hands with liquid soap and warm running water before serving them lunch. Further observation revealed staff failed to wash a child's hands with liquid soap and warm running water after a diaper change at the time of the survey.

600 - Staff Hygiene/Handwashing**Not In Compliance****922 KAR 2:120. Section 3. General Requirements.****(5) Staff shall:**

- (a) Maintain personal cleanliness;**
- (b) Conform to hygienic practices while on duty; and**
- (c) Wash their hands with liquid soap and running water:**
 - 1. Upon arrival at the center;**
 - 2. After toileting or assisting a child in toileting;**
 - 3. Before and after diapering each child;**
 - 4. After wiping or blowing a child's or own nose;**
 - 5. After handling animals;**
 - 6. After caring for a sick child;**
 - 7. Before and after feeding a child or eating;**
 - 8. Before dispensing medication; and**
 - 9. If possible, before administering first aid.**

Findings:

General: Based on Observation, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. Observation of the Infant/ Toddler Room revealed staff failed to wash hands with liquid soap and warm running water before feeding a child a bottle, after a diaper change and prior to serving food to children.

610 - Diapers/Clean Clothing Supply**In Compliance****922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.**

- (6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available.**

615 - Training Chair**In Compliance****922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.****(7) If a toilet training chair is used, the chair shall be:**

- (a) Used over a surface that is impervious to moisture;**
- (b) Out of reach of other toilets or toilet training chairs;**
- (c) Emptied promptly; and**
- (d) Sanitized after each use.**

620 - Soiled Diapers/Clothing**In Compliance****922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.****(8) Diapers or clothing shall be:**

- (a) Changed when soiled or wet;**
- (b) Stored in a covered container temporarily; and**
- (c) Washed or disposed of at least once a day.**

625 - Diaper Changing Area/Surface

Not In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(10) When a child is diapered, the child shall:

(b) Be placed on a surface that is:

- 1. Clean;**
- 2. Padded;**
- 3. Free of holes, rips, tears, or other damage;**
- 4. Nonabsorbent;**
- 5. Easily cleaned; and**
- 6. Free of any items not used for diaper changing.**

Findings:

General: Based on Observation, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. Observation in the Infant / Toddler Room revealed a hole in the diaper changing pad exposing the absorbent interior material.

630 - Wipes

In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(11) Unless allergic, individual disposable washcloths shall be used to thoroughly clean the affected area of the child.

635 - Diapering Practice

Not In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(12) Staff shall disinfect the diapering surface after each child is diapered.

(13) If staff wear disposable gloves, the gloves shall be changed and disposed after each child is diapered.

Findings:

General: Based on Observation, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. Observation in the Infant / Toddler Room revealed staff failed to disinfect the diapering surface after diapering a child.

640 - Children's Individual Items

In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(14) Combs, towels or washcloths, brushes, and toothbrushes used by a child shall be:

- (a) Individually stored in separate containers; and**
- (b) Plainly labeled with the child's name.**

645 - Toothbrush/Toothpaste

In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(15) Toothbrushes shall be:

- (a) Individually identified;**
- (b) Allowed to air dry; and**
- (c) Protected from contamination.**

(16) Toothpaste used by multiple children shall be dispensed onto an intermediate surface, such as waxed paper, to avoid cross contamination.

650 - Toy Sanitation Procedure

In Compliance

922 KAR 2:120. Section 11. Toys and Furnishings.

(4) Toys and other items that are considered mouth contact surfaces by a child not toilet trained shall be sanitized daily by:

- (a) Scrubbing in warm, soapy water using a brush to reach into crevices;**
- (b) Rinsing in clean water;**
- (c) Submerging in a sanitizing solution for at least two (2) minutes; and**
- (d) Air dried.**

Inspection Report**First Aid/Medication****655 - First Aid Supplies****Not In Compliance****922 KAR 2:120. Section 7. First Aid and Medicine.****(1) First aid supplies shall:**

- (a) Be available to provide prompt and proper first aid treatment;**
- (b) Be stored out of reach of a child;**
- (c) Be periodically inventoried to ensure the supplies are current;**
- (d) If reusable, be:**
 - 1. Sanitized; and**
 - 2. Maintained in a sanitary manner; and**
- (e) Include:**
 - 1. Liquid soap;**
 - 2. Adhesive bandages;**
 - 3. Sterile gauze;**
 - 4. Medical tape;**
 - 5. Scissors;**
 - 6. A thermometer;**
 - 7. Flashlight;**
 - 8. Cold pack;**
 - 9. First aid book;**
 - 10. Disposable gloves; and**
 - 11. A cardiopulmonary resuscitation mouthpiece protector.**

Findings:

General: Based on Observation, the child care center failed to comply with the regulatory requirements regarding first aid and medication. Observation of the first aid supplies failed to reveal a flashlight. Interview with staff revealed a flashlight was not able to be located at the time of the survey.

660 - Medication Administration**In Compliance****922 KAR 2:120. Section 7. First Aid and Medicine.****(4) Prescription and nonprescription medication shall be administered to a child in care:**

- (a) With a daily written request of the child's parent.**
- (b) According to the directions or instructions on the medication's label.**

665 - Administration Record**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.**

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 Observation, the child care center failed to comply with the regulatory requirements regarding medication. Observation of the first aid supplies revealed antacid that failed to be stored in a locked place at the time of the survey.

Outdoor Play Area**675 - Fence Requirement****In Compliance****922 KAR 2:120. Section 4. Premises Requirements.****(20) An outdoor play area shall be:**

- (a) Except for an after-school child-care program, located on the premises of a public or state-accredited nonpublic school, fenced for the safety of the children;**

680 - 60 Square Feet**In Compliance****922 KAR 2:120. Section 4. Premises Requirements.****(20) An outdoor play area shall be:**

- (b) A minimum of sixty (60) square feet per child, separate from and in addition to the thirty-five (35) square feet minimum pursuant to subsection (6) of this section;**

Inspection Report

685 - Playground Clean

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(20) An outdoor play area shall be:

(c) Free from:

1. Litter;
2. Glass;
3. Rubbish; and
4. Flammable materials;

Findings:

General: Based on Observation, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. Observation of the outdoor play area revealed rubbish including a piece of broken plastic with sharp edges and points and a broken kitchen set lying on its side in the grass.

690 - Playground Conditions

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(20) An outdoor play area shall be:

- (d) Safe from foreseeable hazard;
- (e) Well drained;
- (f) Well maintained;
- (g) In good repair; and
- (h) Visible to staff at all times.

Findings:

General: Based on Observation, and interview, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. Observation of the outdoor play area revealed a deep hole in the dirt, approximately eighteen (18) inches wide and six (6) inches deep, located in the middle of the play area, creating a tripping hazard. Interview with staff revealed that the children like to dig in that area, which has created a larger hole than anticipated, which was acknowledged to be a concern.

695 - Protective Surface

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(21) A protective surface shall:

(a) Be provided for outdoor play equipment used to:

1. Climb;
2. Swing; and
3. Slide; and

(b) Have a fall zone equal to the height of the equipment.

Findings:

General: Based on Observation, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. Observation of the outdoor play area revealed two (2) climbing structures that failed to have a protective surface provided at the time of the survey.

700 - Fences

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(23) Fences shall be:

- (a) Constructed of safe material;
- (b) Stable; and
- (c) In good condition.

705 - Infant/Toddler Outdoor Space

Not In Compliance

922 KAR 2:120. Section 5. Infant and Toddler Play Requirements.

(4) If a child-care center provides an outdoor play area for an infant or toddler, the outdoor area shall be:

- (a) Shaded; and
- (b) A separate area or scheduled at a different time than an older child.

Findings:

General: Based on Observation, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. Observation of the outdoor play area failed to reveal a source of shade for the infants or toddlers.

Equipment

710 - Play Equipment

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(24) Supports for climbing apparatus and large equipment shall be securely fastened to the ground.

(25) Crawl spaces, such as tunnels, shall be short and wide enough to permit access by adults.

(26) A sandbox shall be:

- (a) Constructed to allow for drainage;
- (b) Covered when not in use;
- (c) Kept clean; and
- (d) Checked for vermin prior to use.

Findings:

General: Based on Observation, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the outdoor play area revealed a climbing structure which failed to be anchored and was lying on its side.

715 - Sufficient Appropriate Equipment

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(28) A child-care center shall have enough toys, play apparatus, and developmentally appropriate materials to provide each child with a variety of activities during the day, as specified in Section 2 of this administrative regulation.

Findings:

General: Based on Observation, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the room used for children ages two-years-old through school age failed to reveal sufficient toys or developmentally appropriate materials for the child identified as an eleven-year-old. Observation revealed a school aged child sitting against the wall observing the rest of the children in the room that ranged in age from two-years-old to five-years-old during most of the survey which lasted approximately five (5) hours in duration. Observation failed to reveal staff engage the child in any activity during the survey.

720 - Storage Space/Storage Device

In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(29) Storage space shall be provided:

(a) In the form of:

- 1. Shelves; or**
- 2. Other storage device accessible to the children; and**

(b) In sufficient quantity for each child's personal belongings.

725 - Playpens/Play Yards

In Compliance

922 KAR 2:120. Section 5. Infant and Toddler Play Requirements.

(5) Playpens and play yards shall:

- (a) Meet federal standards as issued by the Consumer Product Safety Commission, including 16 C.F.R. 1221;**
- (b) Be manufactured for commercial use; and**
- (c) Not be used for sleeping or napping.**

730 - Crib/Mattress/Sheet

Not In Compliance

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

(3) Rest time shall include adequate space specified by the child's age as follows:

(a) For an infant:

- 1. An individual non-tiered crib that meets Consumer Product Safety Commission standards established in 16 C.F.R. 1219-1220;**
- 2. A firm crib mattress in good repair with a clean tight-fitted sheet that shall be changed:**
 - a. Weekly; or**
 - b. Immediately if it is soiled or wet;**

Findings:

General: Based on Observation, and interview, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the Infant / Toddler Room during rest time revealed an infant resting directly on a crib mattress which failed to have bedding available. Interview with staff revealed that the bedding had been taken off the cribs to launder off site and had been forgotten to be returned.

735 - Individual Bed/Mat/Cot and Bedding

Not In Compliance

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

(3) Rest time shall include adequate space specified by the child's age as follows:

(b) For a toddler or preschool-age child:

- 1. An individual bed, a two (2) inch thick waterproof mat, or cot in good repair; and**
- 2. Bedding that is in good repair and is changed:**
 - a. Weekly; or**
 - b. Immediately if it is soiled or wet.**

Findings:

General: Based on Observation, and interview, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the Infant / Toddler Room during rest time revealed toddlers resting directly on the plastic surface of the rest mats which failed to have bedding available. Interview with staff revealed that the bedding had been taken off site to launder and was forgotten.

740 - Twelve Inch Spacing

In Compliance

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

(6) Cots, equipment, and furnishings used for sleeping and napping shall be spaced twelve (12) inches apart to allow free and safe movement by a person.

745 - Cots/Mats Sanitized

In Compliance

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

(8) Cots or mats not labeled for individual use by a child shall be sanitized after each use.

750 - Individual Bedding Storage

Not In Compliance

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

(9) Individual bedding shall be stored in a sanitary manner.

Findings:

General: Based on Observation, and interview, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the Two-Year-Old Room revealed bedding piled up, overflowing from tubs failing to be stored in a sanitary manner. The staff person indicated during interview that the bedding had been used, but did not belong to children that were currently enrolled; however, were kept for use when children in care forgot to bring their personal bedding to use during rest time.

Inspection Report

755 - Toys/Equipment/Furniture

Not In Compliance

922 KAR 2:120. Section 11. Toys and Furnishings.

(1) All toys, equipment, and furniture contacted by a child shall be:

- (a) Kept clean and in good repair; and
- (b) Free of peeling, flaking, or chalking paint.

Findings:

General: Based on Observation, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the School Age Room revealed a "Step 2" kitchen sink and stove set that were heavily soiled at the time of the survey.

760 - Indoor/Outdoor Equipment

Not In Compliance

922 KAR 2:120. Section 11. Toys and Furnishings.

(2) Indoor and outdoor equipment shall:

- (a) Be clean, safe, and in good repair;
- (b) Meet the physical, developmental needs, and interests of children of different age groups;
- (c) Be free from sharp points or corners, splinters, protruding nails or bolts, loose or rusty parts, hazardous small parts, lead-based paint, poisonous material, and flaking or chalking paint; and
- (d) Be designed to guard against entrapment or situations that may cause strangulation.

Findings:

General: Based on Observation, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the outdoor play area revealed a broken kitchen set which had been knocked over and was lying in the grass on its side at the time of the survey.

765 - Toys

In Compliance

922 KAR 2:120. Section 11. Toys and Furnishings.

(3) Toys shall be:

- (a) Used according to the manufacturer's safety specifications;
- (b) Durable; and
- (c) Without sharp points or edges.

770 - Children/Staff Seating

In Compliance

922 KAR 2:120. Section 11. Toys and Furnishings.

(5) Tables and chairs shall be of suitable size for children.

(6) Chairs appropriate for staff shall be provided to use when feeding, holding, or playing with a child.

Transportation

775 - Maintain Records

Not Applicable

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

- (I) A written record of transportation services provided in accordance with 922 KAR 2:120, Section 12.

780 - Transportation Compliance

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(1) A center shall document compliance with KRS Chapter 186 and 603 KAR 5:072 pertaining to:

- (a) Vehicles;
- (b) Drivers; and
- (c) Insurance.

785 - Requirements for Transportation Services

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(2) A center providing or arranging transportation service shall:

- (a) Be licensed and approved by the cabinet or its designee prior to transporting a child;
- (b) Have a written plan that details the type of transportation, staff schedule, transportation schedule, and transportation route; and
- (c) Have written policies and procedures, including emergency procedures practiced monthly by staff who transports children.

790 - Transportation Notification/Type and Vehicle

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:

- (a) Type of transportation offered;
- (b) Type of vehicle used for transportation;

795 - Transportation Notification/Plan for Ensuring Staff Duties

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:

- (c) Plan for ensuring staff perform duties relating to transportation properly;

800 - Transportation Notification/Full Coverage Insurance

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:

- (d) Full insurance coverage for each vehicle;

Inspection Report

805 - Transportation Notification/Policy & Procedures Regarding Emergency Plan for Evacuation

Not Applicable

922 KAR 2:120. Section 12. Transportation.

- (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:
- (e) Agency policy and procedures relating to an emergency plan for evacuating the vehicle;

810 - Transportation Notification/Third Party Contracts

Not Applicable

922 KAR 2:120. Section 12. Transportation.

- (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:
- (f) Contracts, agreements, or documents detailing arrangements with any third party for services;

815 - Transportation Notification/Safety Procedures - Transporting, Loading/Unloading and Supervision

Not Applicable

922 KAR 2:120. Section 12. Transportation.

- (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:
- (g) Safety procedures for:
1. Transporting a child;
 2. Loading and unloading a child; and
 3. Providing adequate supervision of a child.

820 - Vehicle Equipment

Not Applicable

922 KAR 2:120. Section 12. Transportation.

- (4) A vehicle used to transport children shall be equipped with:
- (a) A fire extinguisher;
 - (b) First aid supplies as described in Section 7 of this administrative regulation;
 - (c) Emergency reflective triangles; and
 - (d) A device to cut the restraint system, if necessary.

825 - Transit/School Bus

Not Applicable

922 KAR 2:120. Section 12. Transportation.

- (5) Transportation provided by licensed public transportation or a school bus shall comply with subsections (1) and (2) of this section.

830 - Vehicle Inspection Documentation

Not Applicable

922 KAR 2:120. Section 12. Transportation.

- (6) A vehicle used to transport children shall meet the following requirements:
- (a) A twelve (12) or more passenger vehicle shall display a current certification of inspection from the Transportation Cabinet on the designated window.

835 - Vehicle Requirements/Traffic Stop During Loading/Unloading

Not Applicable

922 KAR 2:120. Section 12. Transportation.

- (6) A vehicle used to transport children shall meet the following requirements:
- (b) A vehicle that requires traffic to stop while loading and unloading a child shall be equipped with a system of:
1. Signal lamps;
 2. Identifying colors; and
 3. Cautionary words.

840 - Seatbelts for Each Occupant

Not Applicable

922 KAR 2:120. Section 12. Transportation.

- (6) A vehicle used to transport children shall meet the following requirements:
- (c) A vehicle shall be equipped with seat belts for each occupant to be individually secured.

845 - No Hazardous Materials

Not Applicable

922 KAR 2:120. Section 12. Transportation.

- (6) A vehicle used to transport children shall meet the following requirements:
- (d) A vehicle shall not transport children and hazardous materials at the same time.

850 - Car Seats

Not Applicable

922 KAR 2:120. Section 12. Transportation.

- (7) The appropriate car safety seat meeting federal and state motor vehicle safety standards in 49 C.F.R. 571.213 and KRS 189.125 shall be used for each child.

855 - Pre-trip Inspection

Not Applicable

922 KAR 2:120. Section 12. Transportation.

- (8) A daily inspection of the vehicle shall be performed and documented for the following:
- (a) Tires;
 - (b) Lights, signals, mirrors, gauges, and wiper blades;
 - (c) Safety restraints;
 - (d) Fuel; and
 - (e) Free of debris.

860 - Ratios

Not Applicable

Inspection Report

922 KAR 2:120. Section 12. Transportation.

(9)(a) The staff-to-child ratios set forth in Section 2(2) of this administrative regulation shall apply to vehicle transport, if not inconsistent with special requirements or exceptions in this section.

(b) An individual who is driving with a child in the vehicle shall supervise no more than four (4) children under the age of five (5).

865 - Seating

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(10) Each child shall:

- (a) Have a seat;
- (b) Be individually belted or harnessed in the seat; and
- (c) Remain seated while the vehicle is in motion.

870 - Child Unattended

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(11) A child shall not be left unattended:

- (a) At the site of aftercare delivery; or
- (b) In a vehicle.

875 - Pre-arranged Plan

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(12) If the parent or designee is unavailable, a prearranged written plan shall be completed to designate where the child can be picked up.

880 - Unaccompanied Child Crossing Street

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(13) A child shall not be picked up or delivered to a location that requires crossing the street or highway unless accompanied by an adult.

885 - Vehicle Headlamps

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(14) A vehicle transporting a child shall have the headlamps on.

890 - Refueling

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(15) A vehicle shall be refueled when not being used to transport a child. If emergency refueling or repair is necessary during transporting, all children shall be removed and supervised by an adequate number of adults while refueling or repair is occurring.

895 - Driver Not In Seat

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(16) If the driver is not in the driver's seat, the:

- (a) Engine shall be turned off;
- (b) Keys shall be removed; and
- (c) Emergency brake shall be set.

900 - Children's Transportation Records

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(17) Transportation services provided shall:

- (a) Be recorded in writing and include:
 - 1. The first and last name of the child transported; and
 - 2. The time each child gets on and the time each child gets off;
- (b) Be completed by a staff member other than the driver; and
- (c) Be kept for five (5) years.

905 - Hazardous Items

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(19) Firearms, ammunition, alcohol, or illegal substances shall not be transported in a vehicle transporting children.

907 - Parent Transport during Field Trip

Not Applicable

922 KAR 2:120. Section 12. Transportation.

(21) A parent may use the parent's vehicle to transport the parent's child during a field trip.

Food Service

910 - Bottle Feeding

In Compliance

922 KAR 2:120. Section 3. General Requirements.

(11) While bottle feeding an infant, the:

- (a) Child shall be held; and
- (b) Bottle shall not be:
 - 1. Propped;
 - 2. Left in the mouth of a sleeping infant; or
 - 3. Heated in a microwave

915 - Kitchen Exemption

In Compliance

Inspection Report

922 KAR 2:120. Section 4. Premises Requirements.

(18) A kitchen shall not be required if:

- (a) The only food served is an afternoon snack to school-age children; and
- (b) Adequate refrigeration is maintained.

920 - Kitchen Requirements

In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

(1) The kitchen shall:

- (a) Be clean;
- (b) Be equipped for proper food:
 - 1. Preservation;
 - 2. Storage;
 - 3. Preparation; and
 - 4. Service;
- (c) Be adequately ventilated to the outside air; and
- (d) Except in a Type II child-care center when a meal is not being prepared, not be used for the activity of a child.

925 - Food Service Permit

In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

- (2) A child-care center required to have a food service permit shall be in compliance with 902 KAR 45:005 and this administrative regulation.

930 - Food Preparation Utensils

In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

(3) Convenient and suitable sanitized utensils shall be:

- (a) Provided; and
- (b) Used to minimize handling of food during preparation.

935 - Refrigerator

Not In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

- (4) A cold-storage facility used for storage of perishable food in a nonfrozen state shall:
 - (a) Have an indicating thermometer or other appropriate temperature measuring device;
 - (b) Be in a safe environment for preservation; and
 - (c) Be forty (40) degrees Fahrenheit or below.

Findings:

General: Based on Observation, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the refrigerator located in the kitchen failed to reveal an indicating thermometer to verify that the storage of perishable food was preserved at forty (4) degrees Fahrenheit or below.

940 - Frozen Food

In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

(5) Frozen food shall be:

- (a) Kept at a temperature of zero degrees Fahrenheit or below; and
- (b) Thawed:
 - 1. At refrigerator temperatures;
 - 2. Under cool, potable running water;
 - 3. As part of the cooking process; or
 - 4. By another method in accordance with the Department of Public Health's food safety standards and permits, established in KRS Chapter 217.

945 - Food Contact Items

In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

(6) Equipment, utensils, and surfaces contacting food shall be:

- (a) Smooth;
- (b) Free of breaks, open seams, cracks, and chips;
- (c) Accessible for cleaning; and
- (d) Nontoxic.

950 - Kitchen Equipment Clean and Sanitary

Not In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

(7) The following shall be clean and sanitary:

- (a) Eating and drinking utensils;
- (b) Kitchenware;
- (c) Food contact surfaces of equipment;
- (d) Food storage utensils;
- (e) Food storage containers;
- (f) Cooking surfaces of equipment; and
- (g) Nonfood contact surfaces of equipment.

Findings:

General: Based on Observation, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the microwave oven located in the kitchen revealed that the interior of the appliance was heavily soiled with particles of dried food at the time of the survey.

Inspection Report

955 - Single Service Item

In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

(8) A single-service item shall be:

- (a) Stored;
- (b) Handled and dispensed in a sanitary manner; and
- (c) Used only once.

960 - Bottles

Not In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

(9) Bottles shall be:

- (a) Individually labeled;
- (b) Promptly refrigerated;
- (c) Covered when not in use; and
- (d) Consumed within one (1) hour of being heated or removed from the refrigerator.

Findings:

General: Based on Observation, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the refrigerator located in the Infant / Toddler Room revealed four (4) bottles that failed to be individually labeled at the time of the survey.

965 - Food Clean/Free From Spoilage

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(1) Food shall be:

- (a) Clean;
- (b) Free from:
 - 1. Spoilage;
 - 2. Adulteration; and
 - 3. Misbranding;
- (c) Safe for human consumption;
- (d) Withheld from service or discarded if the food is hermetically sealed, nonacidic, or low-acidic food that has been processed in a place other than a commercial food-processing establishment;

Findings:

General: Based on Observation, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the refrigerator located in the kitchen revealed a gallon of fat free skim milk with an expiration date of 12/18/14 and a gallon of low fat one percent milk with an expiration date of 12/21/14. Additional observation revealed a can of biscuits in the refrigerator that had an expiration date of 12/14/14 stamped on the packaging. Continued observation revealed that the fat free skim milk with a sour odor was poured and served with the lunch meal to the children in care. Surveyor confronted the staff prior to any of the children consuming the spoiled milk and whole milk was served to all of the children in care.

970 - Food From Approved Source

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(1) Food shall be:

- (e) Obtained from a source that is in compliance with the Department of Public Health's food safety standards and permits, established in KRS Chapter 217;
- (f) Acceptable if from an established commercial food store;

975 - Developmentally Appropriate Quantity/Additional Portions

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(1) Food shall be:

- (g) Served in a quantity that is developmentally appropriate for the child with additional portions provided upon request of the child;

980 - Food Protected From Contamination

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(1) Food shall be:

- (h) Protected against contamination from:
 - 1. Dust;
 - 2. Flies;
 - 3. Rodents and other vermin;
 - 4. Unclean utensils and work surfaces;
 - 5. Unnecessary handling;
 - 6. Coughs and sneezes;
 - 7. Cuts in skin;
 - 8. Communicable disease;
 - 9. Flooding;
 - 10. Drainage; and
 - 11. Overhead leakage.

Findings:

General: Based on Observation, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the room used to care for children ages two-years-old through school age revealed lunch plates that had been prepared and were sitting on a table for longer than twenty (20) minutes waiting to be served. Ongoing observation revealed a child threw a toy that landed in a plate of food that was waiting to be served. Continued observation revealed that the staff removed the toy from the plate and served the plate of food to a child in care.

Inspection Report

985 - Milk Requirements

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(3) A serving of milk shall consist of:

- (a) Breast milk or iron-fortified formula for a child age birth to twelve (12) months;
- (b) Pasteurized whole milk for children ages twelve (12) months to twenty-four (24) months; or
- (c) Pasteurized low fat one (1) percent or fat-free skim milk for children ages twenty-four (24) months to school-age.

Findings:

General: Based on Observation, the child care center failed to maintain food service in accordance with regulatory requirements. Observation during service of the lunch meal revealed that expired milk was poured and served. Surveyor confronted the staff prior to the spoiled milk being consumed and pasteurized whole milk was substituted and served to all children in care; failing to meet the milk requirements for children ages twenty-four (24) months to twelve (12) years of age. Review of DRCC records revealed a statement of deficiency had been issued for failing to meet the milk requirements in 2013. Continued review of DRCC records revealed a plan of correction dated 1/20/14 stating that the director would assure ongoing compliance.

990 - Bottle Preparation by Parent

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(4) Formula or breast milk provided by the parent shall be prepared and labeled.

Findings:

General: Based on Observation, and interview, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the Infant / Toddler Room revealed canisters of formula. Interview with the staff revealed that parents provide the formula and staff prepare the bottles for the infants in care.

995 - Bread Requirement

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(6) A serving of bread shall only consist of whole or enriched grain.

Findings:

General: Based on Observation, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the lunch meal served revealed corn, fruit cocktail and four (4) chicken nuggets on each plate, failing to include a serving of whole or enriched grain bread.

1000 - Drinking Water Requirement

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(7) Drinking water shall be freely available to a child throughout the day.

1005 - Food Storage

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(8) Food shall be stored on:

- (a) Clean racks;
- (b) Clean shelves;
- (c) Other clean surfaces; or
- (d) If maintained in a sanitary condition, in nonabsorbent labeled containers a minimum of (6) six inches off the floor.

1010 - Fruits and Vegetables

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(9) Fruits and vegetables shall be washed before cooking or serving.

1015 - Potentially Hazardous Foods

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(10) Meat salads, poultry salads, and cream-filled pastries shall be:

- (a) Prepared with utensils that are clean; and
- (b) Refrigerated unless served immediately.

1020 - Individual Portion

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(11) An individual portion of food served to a child or adult shall not be served again.

1025 - Wrapped Food

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(12) Wrapped food that is still wholesome and has not been unwrapped may be reserved.

1030 - Meal Schedule

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(13) Meals shall be:

- (a) Served every two (2) to three (3) hours;

1035 - Sufficient Room/Eating Utensils Supplied

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(13) Meals shall be:

- (b) Served to a child:
 - 1. Seated with sufficient room to manage food and tableware; and
 - 2. Supplied with individual eating utensils designed for use by a child.

1040 - Same Food

In Compliance

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922 KAR 2:120. Section 9. Food and Meal Requirements.

(14) All children should be offered the same food items unless the child's parent or health professional documents a dietary restriction that necessitates an alternative food item for the child.

1045 - Meals Required

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(15) A child-care center shall serve:

- (a) 1. Breakfast; or
- 2. A mid-morning snack;
- (b) 1. Lunch; or
- 2. A mid-afternoon snack; and
- (c) If appropriate, dinner.

1050 - Menu

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(16) A weekly menu shall be:

- (a) Prepared;
- (b) Dated;
- (c) Posted in advance in a conspicuous place;
- (d) Kept on file for thirty (30) days; and
- (e) Amended in writing with any substitutions on the day the meal is served.

Findings:

General: Based on Review of Documentation, and interview, the child care center failed to maintain food service in accordance with regulatory requirements. Review of posted documentation failed to reveal a menu. Interview with staff revealed that a menu had not been prepared, dated, posted in advanced or kept on file for thirty (30) days.

1055 - Breakfast Requirements

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(17) Breakfast shall include:

- (a) Milk;
- (b) Bread; and
- (c) 1. Fruit;
- 2. Vegetable; or
- 3. 100 percent juice.

1060 - Snack Requirements

In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(18) A snack shall include two (2) of the following:

- (a) Milk;
- (b) Protein;
- (c) Bread; or
- (d) 1. Fruit;
- 2. Vegetable; or
- 3. 100 percent juice.

1065 - Lunch/Dinner Requirements

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(19) Lunch and dinner shall include:

- (a) Milk;
- (b) Protein;
- (c) Bread; and
- (d) 1. Two (2) vegetables;
- 2. Two (2) fruits; or
- 3. One (1) fruit and one (1) vegetable.

Findings:

General: Based on Observation, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the lunch meal served failed to reveal a bread component that is required.

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, the child care center failed to maintain children's records in accordance with regulatory requirements. Review of children's files revealed two (2) children with the same enrollment date of 6/16/14 failed to have immunization certificates with an expiration date available for review at the time of the survey.

1075 - Enrollment Information

Not In Compliance

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, the child care center failed to maintain children's records in accordance with regulatory requirements. Review of documentation in children's files revealed a child with the enrollment date of 3/25/14 failed to have authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence. Further review of documentation revealed a child with the enrollment date of 10/20/14 failed to have contact information for a physician and hospital at the time of the survey.

1080 - Documentation for Off Premise Trip

In Compliance

922 KAR 2:110. Section 3. Records.**(1) A child-care center shall maintain:****(b) A written record for each child:****3. To contain:****g. A permission form for each trip off the premises signed by the child's parent in accordance with 922 KAR 2:120, Section 12;****Written Documentation**

1085 - Evacuation Plan

In Compliance

922 KAR 2:090. Section 5. Evacuation Plan.

(1) A licensed child-care center shall have a written evacuation plan in the event of a fire, natural disaster, or other threatening situation that may pose a health or safety hazard for a child in care in accordance with KRS 199.895.

1090 - Policies and Procedures

In Compliance

922 KAR 2:110. Section 2. General.**(5) Program policies and procedures shall:****(a) Be in writing; and****(b) Include:****1. Staff policies;****2. Job descriptions;****3. An organization chart;****4. Chain of command; and****5. Other procedures necessary to ensure implementation of:****a. KRS 199.898, Rights for children in child-care programs and their parents, custodians, or guardians - posting and distribution requirements;****b. 922 KAR 2:090, Child-care center licensure;****c. 922 KAR 2:120, Child-care center health and safety standards; and****d. This administrative regulation.**

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, and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of written documentation failed to reveal 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 service from the child-care center through the Child Care Assistance Program. Interview with the owner revealed that attendance forms had not been printed or maintained for the children in care. Additional interview with the owner revealed that the attendance had not been maintained for longer than she could recall, although the owner did say that she does electronically claim attendance for the children on the Child Care Assistance Program.

1100 - Staff Schedule

In Compliance

922 KAR 2:110. Section 3. Records.**(1) A child-care center shall maintain:****(d) A written schedule of staff working hours;**

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1105 - Professional Development

In Compliance

922 KAR 2:110. Section 3. Records.

- (1) A child-care center shall maintain:
- (f) A written annual plan for child-care staff professional development;

1115 - Earthquake/Tornado Drills

Not In Compliance

922 KAR 2:110. Section 3. Records.

- (1) A child-care center shall maintain:
- (h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;

Findings:

General: Based on Review of Documentation, and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of earthquake and tornado drill documentation revealed that drills were documented for May, June and July 2014, but no documentation was made available for review for earthquake or tornado drills conducted in the following quarter. Interview with the director revealed that she was unsure of the last drill actually conducted.

1120 - Fire Drills

Not In Compliance

922 KAR 2:110. Section 3. Records.

- (1) A child-care center shall maintain:
- (i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;

Findings:

General: Based on Review of Documentation, and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of monthly fire drill documentation revealed that drills were documented for May, June and July 2014, but no documentation was made available for review for fire drills conducted in the following months. Interview with the director revealed that she was unsure of the last fire drill that was actually conducted.

1125 - Report Documentation

In Compliance

922 KAR 2:110. Section 3. Records.

- (1) A child-care center shall maintain:
- (k) A written record of reports to the cabinet required in Section 6 of this administrative regulation;

1130 - Confidentiality/Maintenance/Access

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).

1135 - Orientation Procedure

In Compliance

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

- (3)(b) The program shall include:
2. Written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member.

1140 - Fire Drills

Discussed

922 KAR 2:120. Section 3. General Requirements.

- (12) A fire drill shall be conducted during hours of operation:
- (a) At least monthly; and
- (b) Documented.

1145 - Earthquake/Tornado Drills

Discussed

922 KAR 2:120. Section 3. General Requirements.

- (13) An earthquake drill and a tornado drill shall be conducted during hours of operation:
- (a) At least quarterly; and
- (b) Documented.

Posted Documentation

1150 - License

In Compliance

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

- (18) The preliminary or regular license shall be posted in a conspicuous place in the child-care center.

1155 - Posting Requirements

In Compliance

Inspection Report

922 KAR 2:110. Section 2. General.

(7) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:

- (a) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;
- (b) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;
- (c) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;
- (d) A description of services provided by the child-care center, including:
 - 1. Current rates for child care; and
 - 2. Each service charged separately and in addition to the basic rate for child care;
- (e) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and
- (f) Daily schedule.

1160 - Disaster Course of Action

In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

- (j) A written plan and diagram outlining the course of action in the event of a natural or manmade disaster, posted in a prominent place;

1165 - Daily Activities

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:

- (h) Post a schedule of daily activities, to include dates and times of activities to be conducted with the children in each classroom;

Findings:

General: Based on Review of Documentation, the child care center failed to post documentation in accordance with regulatory requirements. Review of posted documents failed to reveal a schedule of activities including a current date and times of activities to be conducted in each of the four (4) child care classrooms.

1170 - Diapering/Handwashing

In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

- (9) The proper methods of diapering and hand-washing shall be posted at each diaper changing area.

Animals

1175 - Animals in the Presence of Children

In Compliance

922 KAR 2:120. Section 13. Animals.

(1) An animal shall not be allowed in the presence of a child in care:

- (a) Unless:
 - 1. The animal is under the supervision and control of an adult;
 - 2. Written parental consent has been obtained; and
 - 3. The animal is certified as vaccinated against rabies; or
- (b) Except in accordance with subsection (3) of this section.

1185 - Prohibited Animals

In Compliance

922 KAR 2:120. Section 13. Animals.

(3) An animal that is considered undomesticated, wild, or exotic shall not be allowed at a child-care center unless the animal is:

- (a) A part of a planned program activity lead by an animal specialist affiliated with a zoo or nature conservatory; and
- (b) In accordance with 301 KAR 2:081 and 301 KAR 2:082.

Signature of
Provider/Representative

Title

Date