Andy Beshear
GOVERNOR

CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL

Melissa A. Moore, Director
Division of Regulated Child Care
Northern Branch
908 W. Broadway, 10-W
Louisville, KY 40203
Phone: (502) 595-5781 Fax: (502) 595-5773
https://chfs.ky.gov/agencies/os/oig

Eric Friedlander
SECRETARY

Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Information

Provider Name: Child Town
Provider Type: LICENSED TYPE I
CLR No: L352108
Provider Address: 1940 Midland Trail, Shelbyville, KY, 40065
Capacity: 232
Owner(s): Childtown, Inc.
Director(s): Shelburne, Shelia Louise

Inspection Information

Inspection Type: Renewal Application
Inspection No: 220864
Date Initiated: 07/25/2017 10:00 AM
Date Concluded: 07/25/2017 1:05 PM
No. of Children Present: 91

Inspection Report

Supervision	**In Compliance**
Staffing Requirements	**In Compliance**
General Administration	**In Compliance**
Director Requirements	**Not In Compliance**

255 - Staff Meeting — **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:
(i) Conduct, manage, and document in writing staff meetings;

Findings:

General: Based on Review of Documentation and interview, the child care center director failed to assure compliance with regulatory requirements. Upon request, documentation of a second staff meeting was not presented at the time of the survey.

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 and interview, the child care center director failed to assure compliance with regulatory requirements. Upon request, an annual staff evaluation was not presented for six staff members that have been employed at the center for over a year.

Employee Records — Not In Compliance

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 and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, current TB verification for a staff member hired on 6-1-15 was not presented.

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 Review of Documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, fifteen hours of cabinet approved training were not presented for a staff member hired on June 1, 2015.

Programming — Not In Compliance

355 - Practice Appropriate Self-Help Procedures — Not 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;

Findings:

General: Based on Observation, the child care center failed to comply with regulatory programming requirements. Observation in the toddler classroom at lunchtime revealed that the children were fed chicken pot pie and manderin oranges; however, the children were not given any spoons to attempt to eat their food with so the children were eating the pot pie with their hands as opposed to attempting to learn how to use a spoon.

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. An infant sleeping in a crib was swaddled with a loose bib on the legs; an infant was asleep in a crib wearing a bib; and a child was asleep swaddled in a crib with a bib in the crib about six inches from her face and with a pacifier attached to a small stuffed giraffe.

450 - Appropriate Use of Food — Not 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.

Findings:

General: Based on Observation, the child care center failed to comply with regulatory programming requirements. In the toddler classroom the children were not given their milk to drink with their lunch.

Premises — **Not In Compliance**

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 equipment in accordance with regulatory requirements. In the Preschool classroom there was a can of Pledge in an unlocked cabinet in the the bathroom. In the Blooming ones classroom there was a can of Febreeze and disinfectant spray in an unlocked cabiinet under the diaper changing station that was accessible to the children.

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, the child care center failed to maintain the premises in accordance with regulatory requirements. In the upstairs ladies bathroom the toilet in the last stall was continuously running indicating that it was not working properly.

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, the child care center failed to maintain equipment in accordance with regulatory requirements. In the Creative Catepillars classroom a set of lights over the book/reading area were out making this area very dim. In the upstairs ladies restroom the light over the sinks was out causing this area to be very dim.

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, the child care center failed to maintain the premises in accordance with regulatory requirements. In the Blooming Ones bathroom there was not any toilet paper.

Inspection Report

Hygienic Practices	Not In Compliance

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. A ten-month-old infant had her diaper changed and did not have her hands washed with soap and warm water following the diaper change.

First Aid/Medication	Not In Compliance

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. In the toddler classroom there was diaper rash cream on the changing table as no child was being changed and no adult was near the table and an unlocked tuperware container of diaper creams was on a low shelf in an unlocked cabinet under the diaper changing table accessible to the children in the classroom. In the Bloming Ones classroom there were eight diaper creams that were not locked in an unlocked cabinet of the diaper changing table.

Outdoor Play Area	In Compliance
Equipment	Not In Compliance

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, the child care center failed to maintain equipment in accordance with regulatory requirements. In the infant classroom there were two infants that were sleeping in a swing and a rocker, failing to be sleeping in a crib.

740 - Twelve Inch Spacing — **Not 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.

Findings:

General: Based on Observation, the child care center failed to maintain equipment in accordance with regulatory requirements. In the infant room, cribs that were used for sleeping were almost touching each other as they were not placed twelve inches apart.

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. A seatbelt in the brown van was attached and failed to detach from the buckle, making the seatbelt inoperable.

Transportation — Not In Compliance

820 - Vehicle Equipment — **Not In Compliance**

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.

Findings:

General: Based on Observation, the child care center failed to comply with regulatory requirements regarding transportation. The van's first aid kit was not maintained in a sanitary manner as it was not clean.

Food Service — Not In Compliance

940 - Frozen Food — **Not 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.

Findings:

General: Based on Observation and interview, the child care center failed to maintan food service in accordance with regulatory requirements. Upon request, a thermometer to determine the temperture in two freezers used to store the food for the center could not be located.

1020 - Individual Portion — **Not 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.

Findings:

General: Based on Observation and interview, the child care center failed to maintan food service in accordance with regulatory requirements. In the toddler classroom, the sippy cups that were used for breakfast with milk, were then placed into the refrigerator and used again for lunch, placed again in the refrigerator and used again for afternoon snack before the cups are washed.

Children's Records — **Not In Compliance**

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. Three children failed to have their physician, preferred hospital or emergency authorization indicated on their enrollment paperwork. Two children failed to thave a preferred hospital indicated on their paperwork.

Written Documentation — **Not In Compliance**

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. In the Blooming Ones classroom only seven of the nine children were signed into the center for the day and one parent had signed for the child's weekly attendance; however, the child was still in care at the time of the survey conducted on a Tuesday.

1105 - Professional Development — **Not 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;

Findings:

General: Based on Review of Documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, annual professional development plans were not provided for six employees.

1135 - Orientation Procedure — **Not 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.

Findings:

General: Based on Review of Documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, a written orientation proceedure indicating that the practices learned at the cabinet sponsored orientation training would be implemented in training was not presented.

1145 - Earthquake/Tornado Drills — **Not In Compliance**

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.

Findings:

General: Based on Review of Documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, documentation of any earthquake or tornado drills completed since November 2016 was not presented.

Posted Documentation — **In Compliance**

Animals — **In Compliance**

Signature of Provider/Representative Title Date