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GOVERNOR

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Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Kids Time Preschool & Childcare	Provider Information	License No: L355651
Provider Address: 1651 South Green Street, Henderson, KY, 42420	Provider Type: LICENSED TYPE I	Capacity: 49
Owner(s): Kids Time, Inc.		Director(s): Fambrough, Donna Jean

Inspection Type: Investigation	Inspection Information	Inspection No: 215143
Visit Start Date: 04/26/2016 10:25 AM	Visit End Date: 04/26/2016 12:35 PM	
	No. of Children Present: 32	

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;	
Staffing Requirements	
45 - Ratio/Group Size	In Compliance
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.	
General Administration	
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	
265 - Health, Safety, Comfort	In Compliance
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (l) Provide for the health, safety, and comfort of each child;	

Inspection Report

275 - Caregiver Alone

Not In Compliance

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

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

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

Findings:

General: Based on Review of Documentation, observation and interview, a caregiver hired 11/18/15, supervised six (6), one year old children from 10:20 a.m. until 11:00 a.m. and from 11:30 a.m. until 12:35 p.m. on 04/26/16. The caregiver did not have a processed child abuse/neglect check on file.

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, observation and interview, a caregiver hired 11/18/15, did not have a processed child abuse/neglect check on file prior to being left alone to supervise children alone on 04/26/16. Also, there was no proof the child abuse/neglect check was submitted timely and this caregiver was employed past ninety (90) days.

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 and interview, a caregiver hired 04/20/16, did not have her education verification on file. Interview determined the education verification was on file but documentation was not provided.

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, a caregiver hired 04/20/16, did not have a TB skin test or a health professional statement on file.

325 - CPR/First Aid Coverage

In Compliance

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.

First Aid/Medication

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

Inspection Report

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

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.

Written Documentation

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

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;

Signature of
Provider/Representative

Title

Date