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Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: LaFontaine Early Learning Center	Provider Information	CLR No: L383313
Provider Address: 212 Wayne Drive, Richmond, KY, 40475	Provider Type: LICENSED TYPE I	Capacity: 49
Owner(s): Lafontaine Early Learning Center, LLC		Director(s): Phillips, Karen Lynn

Inspection Type: Renewal Application	Inspection Information	Inspection No: 217427
Date Initiated: 10/21/2016 10:00 AM	Date Concluded: 10/21/2016 12:25 PM	
	No. of Children Present: 46	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance
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 surveyor found that one (1) substitute file (DOH: 09/01/14) presented for review did not contain an annual evaluation. Staff in charge stated they did not realize the evaluation had not been completed.	

Inspection Report**Employee Records****Not In Compliance****310 - Personnel File****Not 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;**

Findings:

General: Based on review of documentation and interview, the following was found:

1. One (1) substitutes file (DOH: 09/01/14) presented for review contained a copy of a tuberculin skin test result that were no longer current as of 07/28/2016. Upon interview, staff in charge was not aware that an updated tuberculin skin test had not been completed.
2. One (1) substitute file (DOH: 09/01/14) presented for review did not contain an annual evaluation. Staff in charge stated they did not realize the evaluation had not been completed.

Therefore, the personnel files had not been maintained as required.

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 surveyor found that one (1) substitutes file (DOH: 09/01/14) presented for review contained a copy of a tuberculin skin test result that was no longer current as of 07/28/2016. Upon interview, staff in charge was not aware that an updated tuberculin skin test had not been completed.

Programming**In Compliance****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 and interview, the following was found:

1. There were loose plastic bags under the kitchen sink which was not locked. The kitchen is located directly off of the Literacy Classroom. Staff reported that the kitchen door remains open; therefore, the plastic bags were accessible to the children.
2. There was a coffee mug containing nails and screws sitting on the kitchen counter. The kitchen is located directly off of the Literacy Classroom. Staff reported that the kitchen door remains open; therefore, the nails and screws were accessible to the children.
3. There was a pair of non-safety scissors located in an unlocked drawer in the cabinet system located in the Literacy Classroom. The scissors were accessible to the children. Upon interview, the staff in charge stated that staff are aware that non-safety scissors should not be accessible to the children.

Hygienic Practices**In Compliance**

Inspection Report**First Aid/Medication****In Compliance****Outdoor Play Area****In Compliance****Equipment****In Compliance****Transportation****Not Applicable****Food Service****In Compliance****Children's Records****Not In Compliance****1070 - Immunization****Not In Compliance****922 KAR 2:110. Section 3. Records.****(1) A child-care center shall maintain:**

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

Findings:

General: Based on review of documentation and interview, the following was found:

1. One (1) child's file presented for review (DOE: 11/24/15) did not contain a valid immunization certificate. Staff in charge reported that they were not aware the immunization record was not a valid proof of immunization.
2. One (1) child's file presented for review (DOE: 8/10/16) contained an immunization certificate; however, there was no date on the certificate to verify it was current. Upon interview, staff in charge stated that they were not aware that the immunization certificate was missing a date.

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 and interview, the surveyor found that one (1) child's file presented for review (DOE: 8/10/16) did not list the name and telephone number for the families preferred hospital or preferred physician. Staff in charge reported that the family had been new to the area when the child was enrolled and staff did not follow up to obtain the needed information once the family became established.

Written Documentation**In Compliance****Posted Documentation****In Compliance****Animals****In Compliance**

Signature of Provider/Representative

Title

Date