



**CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL**

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Inspection Report

Provider Name: Highlands Educational Center For Kids	Provider Information	CLR No: L356313
Provider Address: 1436 & 1444 Eastern Parkway, Louisville, KY, 40204	Provider Type: LICENSED TYPE I	Capacity: 62
Owner(s): Highlands Educational Center For Kids, Inc.		Director(s): Heck, Lisa Elaine

Inspection Type: Renewal Application	Inspection Information	Inspection No: 231718
Date Initiated: 09/06/2017 9:17 AM	Date Concluded: 09/06/2017 12:35 PM	
	No. of Children Present: 24	

Inspection Report		
Supervision		In Compliance
Staffing Requirements		In Compliance
General Administration		Not In Compliance
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 maintain regulatory compliance in regards to liability insurance. The presented documentation of liability insurance from Markel Insurance Company has lapsed (12/22/2015-12/22/2016), with no active coverage for the child care facility. Interview with the staff in charge revealed this documentation was unavailable at the time of survey.		
Director Requirements		In Compliance
Employee Records		Not In Compliance
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 regulations. Review of staff files revealed a staff member with the hire date of 08/23/2017 failed to have record of documentation of education (High School diploma, GED, CCCC or other qualifying documentation).		

Inspection Report

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 regulations. Review of staff files revealed a staff member with the hire date of 08/23/2017 failed to have record of a tuberculin result or a statement from a health professional verifying that the individual is free of active tuberculosis on file.

Programming

Not In Compliance

385 - Discipline

Not 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.

Findings:

General: Based on observation, the child care center failed to comply with regulations regarding programming. Staff member with the hire date of 08/01/2003 was observed to be speaking verbally to the children in the two and three year old classroom with a strong and threatening tone, stating on numerous occasions "stop it, quit it".

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 childcare center failed to comply with regulations for premises. In the entryway of bldg. 2 there was a closet door ajar with several accessible items; bottle of Lysol wipes, bleach, oxygen orange, 2 bottles of 409 carpet, air wick air freshener, 2 bottles of Off, and peroxide all indicating "keep out of reach of children", on the product label.

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 comply with regulations regarding premises. In the following rooms there were several areas of paint chipping from the wall: Classroom 2 in Bldg. 2, Classroom 2 in Bldg. 2, library, three and four year old room, two and three year old room, sunporch, and dining area. In classroom 2, bldg. 2 there was a hole in the wall exposing drywall and insulation. In the entryway in bldg. 2 the ceiling was peeling and chipping away, exposing drywall and insulation. In the bathroom in bldg. 2 there is a cracked tile behind the door, also dust and debris on the baseboard.

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 comply with regulations regarding premises. Observation in the bathroom 1 revealed brown substance on the walls from the ceiling to the floor, and also peeling wall paper with exposed mud and plaster. Interview with the staff in charge indicated the roof had a leak with the recent rain.

585 - Sink

Not 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.**

Findings:

General: Based on observation, the childcare center failed to comply with regulations for premises. In the bathroom in bldg. 2, bathroom 1, and bathroom 2 there was no available single use disposable hand drying material, or hand-drying blower.

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 regulations regarding hygienic practices. Staff members with the hire dates 08/01/2003 and 08/01/2011 did not assist the children in washing their hands before eating lunch.

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 regulations regarding hygienic practices. Staff members with the hire dates 08/01/2003 and 08/01/2011 did not wash their hands when preparing to serve lunch.

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 maintain hygienic practices in accordance with regulations. The changing pad in bathroom 1 was ripped, exposing fabric from the seams.

Inspection Report**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 regulations regarding medication. Observation in bathroom 1 revealed a two (2) bottles of "Desitin" and a bottle of "Aquaphor" ointment on the top shelf of the changing table, that was not in a locked place.

Outdoor Play Area**Not In Compliance****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 comply with regulations regarding Outdoor Play Area. Observation in the courtyard revealed several hazardous materials; 3 discarded tires, large wooden tree branches with sharp edges, two (2) broken and rusty utility trailers, and a shed that had fallen and was in disrepair with broken wooden planks with sharp edges.

Further observation revealed the playground has overgrown weeds, standing water of more than 1 inch in the green turtle, blue and green sand table with no cover on top and a red bucket.

There were also multiple toys in disrepair thrown about the playground area.

Further observation revealed a bucket of dirty towels and several dirty towels laying over the fence.

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, the child care center failed to comply with regulations regarding Outdoor Play Area. Observation in the courtyard revealed several hazardous materials; 3 discarded tires, large wooden tree branches with sharp edges, two (2) broken and rusty utility trailers, and a shed that had fallen and was in disrepair with broken wooden planks with sharp edges.

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 comply with regulations regarding outdoor play area. The playground revealed there was not enough protective surfaces under the yellow climbing apparatus, multi-color playset, and metal slide.

700 - Fences**Not 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.**

Findings:

General: Based on observation, the child care center failed to comply with regulations regarding Outdoor Play Area. The fence leading toward the basement steps was not secured or latched.

Inspection Report	
Equipment	Not In Compliance
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 comply with regulations regarding equipment. In the courtyard there was a portable basketball rim that was not secured or anchored that was moveable to the touch and a red wagon with three (3) broken wheels.	
Transportation	Not Applicable
Food Service	Not In Compliance
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 refridgerator located in the kitchen revealed no thermometer or other appropriate temperature measuring device was present.	
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, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the freezer unit located in the kitchen revealed no thermometer or other appropriate temperature measuring device was present. Further observation in the kitchen revealed a side by side refrigerator where the freezer compartment did not have a thermometer or other appropriate temperature measuring device present.	
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 comply with regulations regarding food service. Staff members with the hire dates 08/01/2003 and 08/01/2011 did not clean or sanitize the lunch table before children were seated to eat lunch. Observation of the kitchen revealed the microwave and stove had food debris, as well as grease buildup on the inside walls and on the inside of the doors.	
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, the child care center failed to maintain children's records in accordance with regulatory requirements. Files for children with enrollment dates of 10/30/2014 and 07/14/2017 did not contain a written record of a current copy of an immunization certificate.	

Inspection Report

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. Files for nine (9) children enrolled in the child care facility did not contain a preferred hospital.
The children with enrollment dates 07/18/2017 and 05/08/2017 did not have record of an emergency contact on the file.

Written Documentation

Not In Compliance

1085 - Evacuation Plan

Not 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.

Findings:

General: Based on review of documentation, the child care center failed to comply with regulations regarding written documentation. The child care center failed to present a written evacuation plan, in the event of a fire, natural disaster, or other threatening situation.

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, the child care center failed to maintain written documentation in accordance with regulations. Review of staff files revealed a professional development plan was not presented for review at the time of survey for a staff members with hire date of 05/01/2014.

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, the child care center failed to comply with regulations regarding written documentation. There was no written Orientation policy that indicated staff will implement procedures that were taught during orientation training into the classroom.

Posted Documentation

Not In Compliance

1155 - Posting Requirements

Not In Compliance

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.

Findings:

General: Based on review of documentation, the child care center failed to post documentation in accordance with regulations. The child care center failed to post in a conspicuous place and make available for public inspection information on the Kentucky Consumer Product Safety.

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 regulations. The two and three year old room and classroom 1 in bldg. 2 had no daily activities posted. The daily activities posted in classroom 2 in bldg. 2 were no longer current.

Animals

Not Applicable

Signature of _____ Title _____ Date _____
Provider/Representative