



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

Andy Beshear
Governor

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 C. Friedlander
Secretary

Adam Mather
Inspector General

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: 246121
Date Initiated: 08/02/2018 8:15 AM	Date Concluded: 08/02/2018 10:45 AM	
	No. of Children Present: 23	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance
320 - Operation instruction/Regulation copy	Not In Compliance

922 KAR 2:090. Section 8. 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 2:120, and 922 KAR 2:280.**

Findings:

General: Based on review of documentation and interview, the child care center director failed to assure compliance with regulatory requirements. Upon request, the child care center director did not present verification of a current copy of the administrative regulations.

345 - Staff Evaluation

Not In Compliance

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.

(1) 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, the child care director did not present verification of the evaluations assessing the staff person's interaction with children in care and classroom performance for five (5) of the six (6) employees eligible.

Inspection Report**Employee Records****Not In Compliance****395 - TB Verification****Not In Compliance****922 KAR 2:090. Section 11. 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 employee records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the records for the employees with the hire dates of 01/01/1999, 08/01/2003, 08/01/2011, 05/01/2014, 06/18/2015 and 02/19/2018 contained a current copy of a statement from a health professional that the individual is free of active tuberculosis; or a copy of negative tuberculin results.

410 - Training**Not In Compliance****922 KAR 2:090. Section 11. Staff Requirements.****(16) 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 cabinet-approved 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 cabinet-approved 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, the child care director did not present verification that the employees with the hire dates of 08/24/2017 and 02/19/2018 had completed new orientation training within the first ninety (90) days of employment. Continued review revealed that five (5) of the seven (7) employees eligible had not met the requirement of fifteen (15) hours of cabinet-approved early care and education training during the last year of employment. The employees with the hire dates of 01/01/1999, 08/01/2003, and 08/01/2011 had not updated their pediatric abusive head trauma training. Review of documentation in the ECE-TRIS training system revealed the staff members listed above had not met the requirements.

Programming**In Compliance****Premises****Not In Compliance****580 - 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 ceiling tiles in Building # 2 revealed several ceiling tiles that were stained with brown markings. Observation of the classroom downstairs revealed a missing ceiling tile, with exposed wires and plumbing. The back wall located near the stairway had brown water stains running the length of the wall, with broken plaster. Observation in Building # 1 revealed several ceiling tiles with brown stains. The ceiling in the second entry way also contained broken plaster, exposing the concrete underneath.

650 - Toilet**Not 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.**

Findings:

General: Based on observation, the child care center failed to maintain premises in accordance with regulatory requirements. The restroom located in the second building and the restroom located upstairs in the first building contained windows to outside air, however, the windows were unable to be opened for ventilation. Continued observation of the restrooms revealed the walls were in need of repair, as evidenced by the cracked plaster and brown stains.

Hygienic Practices**In Compliance****First Aid/Medication****In Compliance****Outdoor Play Area****In Compliance****Equipment****Not In Compliance****820 - 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 metal, four-seat bouncy apparatus located on the playground revealed that the paint was peeling and the seats did not contain straps for safety. Continued observation revealed the large, red tea cup spinner had a large visible crack in the seat section.

Inspection Report	
Transportation	Not Applicable
Food Service/Food Program	In Compliance
Food Service	In Compliance
Children's Records	Not In Compliance
1135 - Immunization	Not In Compliance
922 KAR 2:090. Section 9. 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 child care center failed to maintain children's records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the record of the child with the enrollment date of 02/26/2018 contained a current immunization record.	
1140 - Enrollment Information	Not In Compliance
922 KAR 2:090. Section 9. 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 a 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 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 child care center failed to maintain children's records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the records for the children with the enrollment dates of 07/10/2016, 05/11/2017, 05/08/2017, and 01/06/2016 listed a name of a preferred hospital. Continued review revealed the record for the child with an enrollment date of 01/08/2018 did not list a name of a physician, emergency authorization or authorized pick-up list.	
Written Documentation	Not In Compliance
1150 - 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 and 42 U.S.C. 9858c(c)(2)(U). 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, the child care director did not present verification that the 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 had been submitted to the local emergency management team within the last year. The record presented was dated 2013.	
1170 - Professional Development	Not In Compliance
922 KAR 2:090. Section 9. 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, the child care center director did not present verification that an annual plan for staff professional development had been completed for five (5) of the six (6) staff members employed.	

Inspection Report

1175 - Earthquake/Tornado/Fire Drills

Not In Compliance

922 KAR 2:090. Section 9. 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;

(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. Upon request, the child care director did not provide verification that the fire drills, tornado and earthquake drills contained information detailing the times the drills were conducted for the last twelve (12) months.

Posted Documentation

Not In Compliance

1200 - Posting Requirements

Not In Compliance

922 KAR 2:090. Section 8. General.

(6) 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) The provider's preliminary or regular license;

(b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;

(c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;

(d) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;

(e) 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;

(f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and

(g) Daily planned program.

Findings:

General: Based on review of documentation and interview, the child care center failed to post documentation in accordance with regulatory requirements. Upon request, the child care director did not present verification that each statement of deficiency issued by the cabinet during the current licensure year and each plan of correction submitted by the child care center to the cabinet during the current licensure year was readily accessible for public inspection.

1215 - Daily Activities

Not In Compliance

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.

(1) 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 and interview, the child care center failed to comply with regulatory programming requirements. Upon request, the center director did not present for review verification that the daily activity of programming that was posted in writing had been updated to reflect the current week that included the activities that are individualized and developmentally appropriate for each child in the four classrooms.

Animals

Not Applicable

Signature of
Provider/Representative

Title

Date