



**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: 290723
Date Initiated: 08/19/2019 10:15 AM	Date Concluded: 08/19/2019 3:20 PM	
	No. of Children Present: 20	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance
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 interview and review of documentation the child care center director failed to assure compliance with regulatory requirements. Upon review of documentation and interview, 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 three (3) employees with hire dates of 1/1/99, 1/15/04 and 8/1/11.

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 interview and review of documentation the child care center failed to maintain employee records in accordance with regulatory requirements. The child care director did not present verification that the records for the employees with the hire dates of 3/8/19 and 6/15/19 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.

400 - CPR/First Aid Coverage

Not In Compliance

922 KAR 2:090. Section 11. 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.**

Findings:

General: Based on observation, interview and review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon review the child care center director did not present verification that all five (5) staff members present at the center with hire dates of 1/1/99, 1/15/04, 8/1/11, 5/8/19 and 6/15/19 had proof of a current certification of CPR. Upon further observation it was revealed that there was no staff with a current certification of CPR employed by the center.

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 observation, interview and review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon interview and request, the child care director did not present verification that the employees with the hire dates of 1/1/99, 1/15/04 and 8/1/11 had met the requirement of fifteen (15) hours of cabinet-approved early care and education training during the last year of employment. The same three employees along with two (2) more employees with the hire dates of 05/08/19 and 6/15/19 had not completed or 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

540 - 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 and interview, the child care center failed to maintain the premises in accordance to regulatory requirements. Observation of the building at the entry from the playground revealed flaked paint and darkened, wet, exposed stone in the back corner near the door. Further observation near the air conditioner revealed a broken lattice with a sharp edge protruding out, in need of repair. Interview with the staff in charge revealed repairs are needed.

560 - 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. Ventilated; and**
- 3. Well lit, including clean light fixtures that are:**
 - a. In good repair in all areas; and**
 - b. Shielded or have shatter-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 and interview, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of the kitchen revealed light bulbs in use that were not shielded.

Inspection Report

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 and interview, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of the wall located in the bathroom revealed brown water stains running the length of the wall, with broken plaster. Interview with the staff in charge revealed repairs are needed.

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

Not In Compliance

750 - 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 and interview, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. Observation of the back outdoor play area revealed a red tea cup spinner play apparatus that was broken and rusted laying on its side, in need of repair. Interview with the center director revealed the apparatus was no longer in use and will be removed.

755 - 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 and interview, the child care center failed to maintain an outdoor play area in accordance to regulatory requirements. Observation of the back outdoor play area revealed there was no protective surface under the large silver slide, as well as under the smaller plastic slide connected to the climbing apparatus. Interview with the staff in charge revealed repair and additional protective surfacing is needed.

Equipment

In Compliance

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 interview and review of documentation, the child care center failed to maintain children's records in accordance with regulatory requirements. Upon a review of documentation a file for a child with the enrollment date of 06/17/19 did not contain a current immunization record. Upon interview and request, the staff member in charge did not present verification that the record of the child with the enrollment date of 06/17/19 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 interview and review of documentation, the child care center failed to maintain children's records in accordance with regulatory requirements. Upon review of documentation and interview, the staff in charge did not present verification that the records for the children with the enrollment dates of 10/21/18, 2/18/19 and 4/3/17 listed a name of a preferred hospital.

Written Documentation

Not In Compliance

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 interview and review of documentation, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon review of documentation and interview, the staff in charge did not provide verification that the documentation of fire drills, tornado and earthquake drills contained information detailing the times the drills were conducted for the last twelve (12) months.

1185 - Confidentiality/Maintenance/Access

Not In Compliance

922 KAR 2:090. Section 9. Records.**(2) A child-care center shall:**

- (a) Maintain the confidentiality of a child's record and information concerning a child or the child's parent;**
- (b) Maintain all records for five (5) years; and**
- (c) Provide the cabinet access and information in the completion of the investigation pursuant to KRS 620.030(4) and (5).**

Findings:

General: Based on observation, interview and review of documentation, the child care center failed to maintain children's records in accordance with regulatory requirements. Upon review of documentation it was revealed that an allergy list for one child in the two (2) and three (3) year old room was posted but not covered for confidentiality.

1190 - 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 interview and review of documentation, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon review of the files, and interview, it was revealed that a written policy requiring each employee to implement the procedures they were taught during orientation training was not in the child care center's written documentation handbook.

Posted Documentation

In Compliance

Animals

In Compliance

Signature of
Provider/Representative

Title

Date