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**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

<b>Provider Name:</b> Home Away From Home	<b>Provider Information</b>	<b>CLR No:</b> L356535
<b>Provider Address:</b> 114 Patrick Drive, Cadiz, KY, 42211	<b>Provider Type:</b> LICENSED TYPE II	<b>Capacity:</b> 11
<b>Owner(s):</b> Billham, Birgit		<b>Director(s):</b> Billham, Birgit

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 305304
<b>Date Initiated:</b> 11/13/2020 8:45 AM	<b>Date Concluded:</b> 11/13/2020 11:30 AM	
	<b>No. of Children Present:</b> 11	

Inspection Report	
<b>Background Checks</b>	<b>In Compliance</b>
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>Not In Compliance</b>
<b>180 - Plan of Correction/15 days</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:090. Section 14. Statement of Deficiency and Corrective Action Plans.</b>  <b>(2) Except for a violation posing an immediate threat as handled in accordance with KRS 199.896(5)(c), a child-care center shall submit a written corrective action plan to the cabinet or its designee within fifteen (15) calendar days of the date of the statement of deficiency to eliminate or correct the regulatory violation.</b></p> <p><b>Findings:</b>                      A PLAN OF CORRECTION WAS DUE ON 12/31/2020 AND AS OF 01/14/2021, THE PLAN OF CORRECTION HAS NOT BEEN RECEIVED.</p>	
<b>290 - Fire Marshal/Zoning Compliance</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 4. Premises Requirements.</b>  <b>(2) A child-care center shall be in compliance with the State Fire Marshal and the local zoning laws.</b></p> <p><b>Findings:</b>                      General: Based on review of documentation and interview, the most recent fire marshal's inspection reported was dated 03/20/17.</p>	
<b>Director Requirements</b>	<b>Not In Compliance</b>
<b>340 - Staff Meeting</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b>  <b>(1) A director shall:</b>  <b>(i) Conduct, manage, and document in writing recurring staff meetings;</b></p> <p><b>Findings:</b>                      General: Based on review of documentation and interview, recurring staff meetings were conducted but were not documented.</p>	

Inspection Report

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, a caregiver hired on 10/31/15, did not have an annual written performance evaluation on file.

Employee Records

Not In Compliance

385 - Personnel File

Not In Compliance

922 KAR 2:090. Section 9. 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. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and
- 5. The results of background checks conducted in accordance with 922 KAR 2:280;

Findings:

General: Based on review of documentation and interview, a caregiver, hired on 10/31/15, did not maintain education verification and TB documentation on file.

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, caregiver hired on 10/31/15, did not have documentation of completing one and one-half (1 ½) hours of cabinet-approved Pediatric Abusive Head Trauma Training.

Programming

In Compliance

Premises

In Compliance

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:

Based on observation, and interview, two (2) padded seats on a yellow teeter-totter were torn in several areas and covered with black duct tape on the outdoor children's playground.

Transportation

Not Applicable

Food Service/Food Program

In Compliance

Food Service

In Compliance

**Inspection Report**

**Children's Records**

**Not In Compliance**

**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, a child enrolled on 03/04/2019, did not have information on file to enable staff to contact the child's parents or physician in case of an emergency.

**Written Documentation**

**Not In Compliance**

**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, a caregiver hired 10/31/15, did not have a written professional development plan on file.

**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, the statement of deficiencies and written plan of correction for the current licensure year were not posted.

**Animals**

**Not In Compliance**

**1225 - Animals in the Presence of Children**

**Not In Compliance**

**922 KAR 2:120. Section 13. Animals.**

- (1) An animal shall not be allowed in the presence of a child in care:**
  - (a) Unless:**
    - 1. The animal is under the supervision and control of an adult;**
    - 2. Written parental consent has been obtained; and**
    - 3. The animal is certified as vaccinated against rabies; or**
  - (b) Except in accordance with subsection (3) of this section.**

**Findings:**

General: Based on review of documentation and interview, written parental consent was not on file for a cat and two (2) dogs to be in the presence of eleven (11) children. In addition, vaccination for the cat was valid until 08/09/2020.

**Inspection Report**

**Emergency Regulation**

**Not In Compliance**

**1255 - Emergency Regulation**

**Not In Compliance**

**922 KAR 2:405E. Emergency Regulation.**

**Due to the current declared public health emergency caused by the Novel Coronavirus Disease (COVID-19), licensed child care centers must operate under Centers for Disease Control and Prevention and public health guidelines, as mandated by 922 KAR 2:405E, to prevent the spread of COVID-19.**

**Findings:**

General: Based on review of documentation, and interview, the center failed to assure all child care staff, directors, owners and operators complete a new, mandatory training on cleaning, sanitizing, health procedures, and mandatory reporting prior to the date of reopening, in accordance with 922 KAR 2:405E Section 9 (1). A caregiver hired 10/31/15, failed to complete the mandatory training.

Signature of Provider/Representative

Title

Date