



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

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Inspection Report

Provider Name: Children, Inc. Early Learning Center at Life Learning Center	Provider Information Provider Type: LICENSED TYPE I	CLR No: L383729
Provider Address: 20 W 18th, Covington, KY, 41011		Capacity: 36
Owner(s): Children, Inc.		Director(s): Walker, Loretta

Inspection Type: Renewal Application	Inspection Information	Inspection No: 291746
Date Initiated: 11/01/2019 12:30 PM	Date Concluded: 11/01/2019 1:40 PM	
	No. of Children Present: 12	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance

145 - Fire Marshal **Not In Compliance**

922 KAR 2:090. Section 6. License Issuance.
(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:
(b) Be approved by the Office of the State Fire Marshal or designee;

Findings:

General: Based on interview, the staff person in charge could not locate the written fire marshal documentation at the time of the survey.

260 - Change of Director **Not In Compliance**

922 KAR 2:090. Section 12. Reports.
(3) A licensee shall report to the cabinet within one (1) week:
(a) Any resignation, termination, or change of director; and
(b) The name of the acting director who satisfies the requirements of Section 10 of this administrative regulation.

Findings:

General: Based on interview, the staff person in charge stated that the director listed with the Cabinet left three weeks ago and she had been appointed the new director of the facility. The Cabinet was not notified of this director change.

Director Requirements	Not In Compliance
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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 observation and review of documentation, staff hired on 09/20/17 and 01/28/08 did not have a current evaluation on file.

Inspection Report

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 observation and review of documentation, staff hired on 09/28/18 did not have education documentation on file, did not have a current evaluation on file and did not have written documentation on file from a health care professional stating she was free of active tuberculosis. Staff person in charge stated that she is a substitute for Children Inc. and did not realize a copy of her file needed to be at this location.

390 - Educational Requirements

Not In Compliance

922 KAR 2:090. Section 11. 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, staff hired on 10/07/19 and 10/08/19 did not have education documentation on file.

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 observation and review of documentation, staff hired on 01/28/08 did not have written documentation on file from a health care professional stating she was free of active tuberculosis.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

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 review of documentation, children enrolled on 04/02/19, 01/23/18, 07/16/18, 08/30/19 and 06/25/19 did not have a current immunization record on file.

Inspection Report

Written Documentation

Not In Compliance

1155 - Policies and Procedures

Not In Compliance

922 KAR 2:090. Section 8. General.

(4) Program policies and procedures shall:

(a) Be in writing; and

(b) Include:

1. Staff policies;

2. Job descriptions;

3. An organization chart;

4. Chain of command; and

5. Other procedures necessary to ensure implementation of:

a. KRS 199.898, Rights for children in child-care programs and their parents, custodians, or guardians - posting and distribution requirements;

b. 922 KAR 2:120, Child-care center health and safety standards;

c. 922 KAR 2:280, Background checks for child care staff members, reporting requirements, and appeals; and

d. This administrative regulation.

Findings:

General: Based on interview, the staff person in charge could not locate the written chain of command for the facility.

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, staff hired on 09/20/17 and 09/28/18 did not have a current professional development plan on file.

Posted Documentation

Not In Compliance

1210 - Disaster Course of Action

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

(j) A written plan and diagram outlining the course of action in the event of a natural or manmade disaster, posted in a prominent place;

Findings:

General: Based on observation, the diagram posted in the facility was not current. The staff person in charge stated that the infant/toddler classroom switched rooms with the preschool classroom. This change was not noted on the posted facility diagram.

Animals

Not Applicable

Signature of
Provider/Representative

Title

Date