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Inspection Report

|  |                                       |  |
|--|---------------------------------------|--|
| <b>Provider Name:</b> Small Steps of Faith 2                     | <b>Provider Information</b>           | <b>CLR No:</b> L383772                     |
| <b>Provider Address:</b> 216 Mitch Lane, Hopkinsville, KY, 42240 | <b>Provider Type:</b> LICENSED TYPE I | <b>Capacity:</b> 60                        |
| <b>Owner(s):</b> Small Steps Of Faith                            |                                       | <b>Director(s):</b> Wills, Tyieashia Lavon |

|   |  |                              |
|---|--|------------------------------|
| <b>Inspection Type:</b> Renewal Application | <b>Inspection Information</b>              | <b>Inspection No:</b> 279081 |
| <b>Date Initiated:</b> 05/03/2019 10:10 AM  | <b>Date Concluded:</b> 05/03/2019 12:55 PM |                              |
|   | <b>No. of Children Present:</b> 19         |                              |

| 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>155 - Liability Insurance</b>   | <b>Not In Compliance</b> |
| <b>922 KAR 2:090. Section 6. License Issuance.</b><br><b>(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:</b><br><b>(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;</b> |                          |
| <b>Findings:</b>   |                          |
| General: Based on interview, the center did not have proof of their current liability insurance.   |                          |
| <b>Director Requirements</b>   | <b>Not In Compliance</b> |
| <b>345 - Staff Evaluation</b>  | <b>Not In Compliance</b> |
| <b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b><br><b>(1) A director shall:</b><br><b>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</b>       |                          |
| <b>Findings:</b>   |                          |
| General: Based on interview and review of documentation, a caregiver hired 09/18/15; a caregiver hired 12/01/17, and a caregiver hired 12/21/17, did not have a written annual performance evaluation on file.   |                          |
| <b>350 - Health, Safety, Comfort</b>   | <b>Not In Compliance</b> |
| <b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b><br><b>(1) A director shall:</b><br><b>(l) Assure the health, safety, and comfort of each child;</b>  |                          |
| <b>Findings:</b>   |                          |
| General: Based on observation, the cords to the vacuums laid on the floor in the preschool room and in the school-age room. The television cord draped on the table onto the floor in the preschool room.  |                          |

**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 interview and review of documentation, a caregiver hired 05/16/17, had a TB skin test dated 03/17/17.

**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 interview and review of documentation, a caregiver hired 10/23/18, did not complete orientation training. A caregiver hired 12/21/17, completed 5.5 hours of annual training. A caregiver hired 12/01/17, completed 5 hours of annual training. A caregiver hired 05/15/17, completed her pediatric abusive head trauma training on 04/29/14; therefore, she did not complete her training every five (5) years.

**415 - Driver Requirements**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**

- (18) A driver of a vehicle transporting a child for a center shall:**
  - (a) Be at least twenty-one (21) years old;**
  - (b) Complete:**
    - 1. The background checks as described in 922 KAR 2:280; and**
    - 2. An annual check of the:**
      - a. Kentucky driver history records in accordance with KRS 186.018; or**
      - b. Driver history records through the state transportation agency that issued the driver's license;**
  - (c) Hold a current driver's license which has not been suspended or revoked during the last five (5) years; and**
  - (d) Not caused an accident which resulted in the death of a person.**

**Findings:**

General: Based on interview and review of documentation, a caregiver hired 12/06/18, transported children daily and did not have a driving record on file. A caregiver hired 05/15/17, transported children, but her driving history was dated 10/19/17; therefore, she did not have a current driving history.

**Programming**

**In Compliance**

**Premises**

**Not In Compliance**

**520 - Inaccessible Items**

**Not In Compliance**

**922 KAR 2:120. Section 3. General Requirements.**

- (7) The following shall be inaccessible to a child in care:**
  - (a) Toxic cleaning supplies, poisons, and insecticides;**
  - (b) Matches, cigarettes, lighters, and flammable liquids; and**
  - (c) Personal belongings and medications of staff.**

**Findings:**

General: Based on observation, two (2) caregivers' purses were on the shelf and one (1) caregiver's purse was on the table in the preschool room. These items were accessible to the children.

**525 - Items Accessible Only During Activity**

**Not In Compliance**

**922 KAR 2:120. Section 3. General Requirements.**

- (8) The following shall be inaccessible to a child in care unless under direct supervision and part of planned program of instruction:**
  - (a) Knives and sharp objects;**
  - (b) Litter and rubbish;**
  - (c) Bar soap; and**
  - (d) Plastic bags not used for personal belongings.**

**Findings:**

General: Based on observation, a plastic bag was stuck inside a hole in the wall, accessible to the children in the school-age room. A paper shredder and an adult pair of scissors were on a table in a small room beside the preschool room. This room had the door open.

**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, there was a softball size hole in the wall of the school-age room.

**655 - 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 his or her developmental skills;**
- (b) Except as established in paragraph (c) of this subsection, 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 touching an item or an area of the body soiled with body fluids or wastes; and**
  - 6. After outdoor or indoor play time; and**
- (c) Use hand sanitizer or hand-sanitizing wipes if liquid soap and warm running water are not available in accordance with paragraph (b) of this subsection. The child shall wash the child's hands as soon as practicable once liquid soap and warm running water are available.**

**Findings:**

General: Based on observation, a preschool child did not wash his hands after he wiped his nose.

**660 - 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;**
- (c) Except as established in paragraph (d) of this subsection, 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;**
  - 9. After smoking or vaping; and**
  - 10. If possible, before administering first aid; and**
- (d) Use hand sanitizer or hand-sanitizing wipes if liquid soap and warm running water are not available in accordance with paragraph (c) of this subsection. The staff shall wash the staff's hands as soon as practicable once liquid soap and warm running water are available.**

**Findings:**

General: Based on observation, a preschool caregiver did not wash her hands after she wiped a preschool child's nose. A preschool caregiver did not wash her hands before and after she applied a bandage to a preschool child's arm who was bleeding. Two (2) caregivers did not wash their hands when they arrived.

**715 - First Aid Supplies**

**Not In Compliance**

**922 KAR 2:120. Section 7. First Aid and Medicine.**

**(1) First aid supplies shall:**

- (a) Be available to provide prompt and proper first aid treatment;**
- (b) Be stored out of reach of a child;**
- (c) Be periodically inventoried to ensure the supplies have not expired;**
- (d) If reusable, be:**
  - 1. Sanitized; and**
  - 2. Maintained in a sanitary manner; and**
- (e) Include:**
  - 1. Liquid soap;**
  - 2. Adhesive bandages;**
  - 3. Sterile gauze;**
  - 4. Medical tape;**
  - 5. Scissors;**
  - 6. A thermometer;**
  - 7. Flashlight;**
  - 8. Cold pack;**
  - 9. First aid book;**
  - 10. Disposable gloves; and**
  - 11. A cardiopulmonary resuscitation mouthpiece protector.**

**Findings:**

General: Based on observation, there was no CPR mouth piece protector in the 1983 van. There was no working flashlight in the 2016 van. These vans were used daily to transport children.

**730 - 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 unless the medication is:**

- 1. A first aid supply and is maintained in accordance with subsection (1) of this section;**
- 2. Diaper cream, sunscreen, or toothpaste. Diaper cream, sunscreen, or toothpaste shall be inaccessible to a child;**
- 3. An epinephrine auto-injector. A licensed child-care center shall comply with KRS 199.8951 and 311.646, including:**
  - a. An epinephrine auto-injector shall be inaccessible to a child;**
  - b. A child-care center shall have at least one (1) person onsite who has received training on the administration of an epinephrine auto-injector if the child-care center maintains an epinephrine auto-injector;**
  - c. A child-care center shall seek emergency medical care for a child if an auto-injector is administered to the child; and**
  - d. A child-care center shall report to the child's parent and the cabinet in accordance with 922 KAR 2:090, Section 12(1)(b) if an epinephrine auto-injector is administered to a child; or**
- 4. An emergency or rescue medication for a child in care, such as medication to respond to diabetic or asthmatic condition, as prescribed by the child's physician. Emergency or rescue medication shall be inaccessible to a child in care;**

- (b) Kept in the original bottle; and**
- (c) Properly labeled.**

**(7) Medication shall not be given to a child if the medication's expiration date has passed.**

**Findings:**

General: Based on observation, five (5) aspirin packs, five (5) non-aspirin packs, five (5) antacid packs, six (6) insect cream packs, and ten (10) burn cream packs were not locked and labeled to indicate for whom each was intended in the 2016 van. These items were stored in the first aid kit.

**Outdoor Play Area**

**In Compliance**

**Equipment**

**Not In Compliance**

**805 - Cots/Mats Disinfected**

**Not In Compliance**

**922 KAR 2:120. Section 6. Sleeping and Napping Requirements.**

**(8)(a) Cots or mats not labeled for individual use by a child shall be cleaned after each use.**

**(b) Cots or mats labeled for individual use by a child shall be:**

- 1. Cleaned at least weekly; and**
- 2. Disinfected immediately if it is soiled or wet.**

**Findings:**

General: Based on observation, eight (8) mats were torn in the preschool room.

**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 and interview, there was an excessive amount of grass, paper, small gravel and dirt on the floor of the 2016 van. There was paper, toilet paper, toaster pastry wrappers and pieces of grass on the floor of the 1983 van. An eight-foot-tall shelf rocked back and forth in the school-age room. This shelf stored a large amount of toys, board games, plastic bin, and a computer monitor. The blind was broken in the school-age room. The wall electrical cover was broken which covered wires in the school-age room.

**Transportation**

**Not In Compliance**

**845 - Requirements for Transportation Services**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**

**(2) A center providing or arranging transportation service shall:**

- (a) Be licensed and approved by the cabinet or its designee prior to transporting a child;**
- (b) Have a written plan that details the type of transportation, staff schedule, transportation schedule, and transportation route; and**
- (c) Have written policies and procedures, including emergency procedures practiced monthly by staff who transports children.**

**Findings:**

General: Based on interview, the center transported children daily but did not have the route used to transport the children. Also, interviews determined the staff who transported the children did not conduct monthly drills.

Inspection Report

915 - Pre-trip Inspection

Not In Compliance

922 KAR 2:120. Section 12. Transportation.

- (8) A daily inspection of the vehicle shall be performed prior to the vehicle's use and documented for:
  - (a) Tire inflation consistent with tire manufacturer's recommended air pressure;
  - (b) Working lights, signals, mirrors, gauges, and wiper blades;
  - (c) Working safety restraints;
  - (d) Adequate fuel level; and
  - (e) Cleanliness and good repair.

Findings:

General: Based on interview, the center transported children daily but did not complete daily van inspections.

960 - Children's Transportation Records

Not In Compliance

922 KAR 2:120. Section 12. Transportation.

- (17) Transportation services provided shall:
  - (a) Be recorded in writing and include:
    - 1. The first and last name of the child transported; and
    - 2. The time each child gets on and the time each child gets off;
  - (b) Be completed by a staff member other than the driver; and
  - (c) Be kept for five (5) years.

Findings:

General: Based on interview and review of documentation, there was no documented time on and time off for each child transported during the morning on 05/03/19.

Food Service/Food Program

In Compliance

Food Service

In Compliance

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 interview and review of documentation, a child enrolled 04/10/19, did not have preferred hospital information on file.

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 interview, the center did not update their written evacuation plan each year in accordance with KRS 199.895.

1160 - Daily Attendance Records

Not In Compliance

922 KAR 2:090. Section 9. Records.

- (1) A child-care center shall maintain:
  - (c) Daily attendance records documenting the arrival and departure time of each child, including records that are required in accordance with 922 KAR 2:160, Section 13, if a child receives services from the child-care center through the Child Care Assistance Program;

Findings:

General: Based on interview and review of documentation, six (6) children did not have a documented arrival time on 04/30/19 and 05/01/19. Three (3) children did not have a documented arrival time on 05/02/19. Nineteen (19) children did not have a documented arrival time on 05/03/19. Four (4) children did not have a documented departure time on 04/30/19. Three (3) children did not have a documented departure time on 05/01/19 and 05/02/19.

**Inspection Report**

**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 interview and review of documentation, a caregiver hired 09/18/15 and a caregiver hired 05/16/17, did not have their professional development plan on file.

**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 center did not document the names of the children who participated in the fire drill during the months of October 2018, November 2018, December 2018, January 2019, February 2019, March 2019, and April 2019. Also, during the earthquake and tornado drills conducted during the first quarter 2019 and the fourth quarter 2018.

**Posted Documentation**

**In Compliance**

**Animals**

**In Compliance**

Signature of Provider/Representative

Title

Date