



Andy Beshear
GOVERNOR

CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL

Eric Friedlander
SECRETARY

Melissa A. Moore, Director
Division of Regulated Child Care
Western Branch
901 B South Main Street
Hopkinsville, KY 42240

Adam Mather
INSPECTOR GENERAL

Phone: (270) 889-6052 Fax: (270) 889-6089
<https://chfs.ky.gov/agencies/os/oig>

Inspection Report

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|--|---------------------------------------|---------------------------------|
| Provider Name: Milestones Learning Center | Provider Information | CLR No: L383858 |
| Provider Address: 310 Cc Lowry Dr., Murray, KY, 42071 | Provider Type: LICENSED TYPE I | Capacity: 64 |
| Owner(s): Milestones Learning Center, Inc. | | Director(s): Alton, Erin |

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|---|--|------------------------------|
| Inspection Type: Renewal Application | Inspection Information | Inspection No: 291419 |
| Date Initiated: 12/27/2019 9:50 AM | Date Concluded: 12/27/2019 12:45 PM | |
| | No. of Children Present: 21 | |

| Inspection Report | |
|---|--------------------------|
| Background Checks | Not In Compliance |
| 20 - Out of state background checks | Not In Compliance |
| <p>922 KAR 2:280. Section 5. Checks of Other States. (1) In accordance with 45 C.F.R. 98.43(b)(3), a prospective child care staff member who resides in or has resided in another state within the last five (5) years shall: (a) Request from each state of current or prior residency, in accordance with the state's laws, policies, and procedures, with a courtesy notice to the cabinet: 1. An in-state criminal records check by: a. Means of fingerprints for the state of residence; or b. Any means accepted by a state of prior residency; 2. A check of the state's sex offender registry or repository; and 3. A check of the state-based child abuse and neglect registry and database; and (b) Direct results of the checks required in paragraph (a) of this subsection to the Department for Community Based Services, Division of Child Care, 275 East Main Street, 3C-F, Frankfort, Kentucky 40601.</p> | |
| Findings: | |
| <p>General: Based on a review of documentation and interview, a staff member, hired 09/24/19, did not submit for an out-of-state criminal records check (CRC) or a child abuse/neglect check (CA/N) from Illinois, a previous state of residence within the past five (5) years. Interview determined the out-of-state request were never submitted to Illinois. Two (2) staff members, hired 02/16/19 and 10/28/19, did not submit for an out-of-state CRC or CA/N from Tennessee, a previous state of residence within the past five (5) years. Interview determined the out-of-state request were never submitted to Tennessee. A staff member, hired 09/24/19, did not submit for an out-of-state CRC or CA/N from Florida, a previous state of residence within the past five (5) years. Interview determined the out-of-state request was never submitted to Florida.</p> | |
| Supervision | In Compliance |
| Staffing Requirements | In Compliance |
| General Administration | In Compliance |

Inspection Report

Director Requirements

Not In Compliance

335 - Staff Management/Policy Development/Supervision

Not In Compliance

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

(1) A director shall:

- (e) Manage the staff in their individual job descriptions;**
- (f) Assure the development, implementation, and monitoring of child-care center plans, policies, and procedures;**
- (g) Supervise staff conduct to ensure implementation of program policies and procedures;**

Findings:

General: Based on observation and interview, a staff's personal cell phone was placed on top of the counter in the infants' classroom. Review of the center's written employee policy stated "Employees are only allowed the use of their cell phones during their break and meal periods. The cell phones should remain in the employee's car or locker at all other times."

Employee Records

Not In Compliance

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 and interview, staff hired 12/10/19, did not have education verification on file. In addition, staff hired 10/28/19, did not have education verification 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:

Based on a review of documentation and interview, a staff member hired 08/20/18, had not completed the required fifteen (15) hours of cabinet approved annual training during the subsequent year of their employment, which included one and one half (1 ½) hours of pediatric abusive head trauma training. Two (2) staff members, hired 08/20/18 and 09/24/19, had not completed six (6) hours of orientation training within the first three (3) months of their employment

Programming

In Compliance

Premises

Not In Compliance

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 and interview, the toilet in the restroom adjacent to the preschool classroom was not flushed. Evidence of urine and feces was visible.

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

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Food Service

Not In Compliance

1050 - Bottles

Not In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

(9) Bottles shall be:

- (a) Individually labeled;**
- (b) Promptly refrigerated;**
- (c) Covered while not in use; and**
- (d) Consumed within one (1) hour of being heated or removed from the refrigerator.**

Findings:

General: Based on observation and interview, three (3), eight (8) ounce Avent infant bottles were not labeled to indicate for whom each belonged in the nursery room refrigerator.

Children's Records

In Compliance

Written Documentation

In Compliance

Posted Documentation

Not In Compliance

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, a written daily schedule was not developed and posted in the three-year-olds' room and the preschool room.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date