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GOVERNOR

**CABINET FOR HEALTH AND FAMILY SERVICES
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Inspection Report

Provider Name: Bright Horizons Child Care & Early Education	Provider Information Provider Type: LICENSED TYPE I	License No: L357678
Provider Address: 632 South Fourth Avenue, Louisville, KY, 40202		Capacity: 171
Owner(s): BRIGHT HORIZONS CHILDREN'S CENTERS LLC		Director(s): Harp, Jennifer

Inspection Type: Investigation	Inspection Information	Inspection No: 41295
Visit Start Date: 08/06/2013 9:00 AM	Visit End Date: 08/12/2013 12:00 PM	
	No. of Children Present: 91	

Inspection Report

Supervision

5 - Children Supervised

In Compliance

922 KAR 2:120. Section 2. Child Care Services.

- (3)(a) Each center shall maintain a child-care program that assures each child will be:
1. Provided with adequate supervision at all times by a qualified staff person who:
 - a. Ensures the child is within scope of vision and range of voice; or
 - b. For a school-age child, within scope of vision or range of voice;

Staffing Requirements

40 - Ratios and Group Size

In Compliance

922 KAR 2:120. Section 2. Child Care Services.

- (2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows:

Age of Children Ratio Maximum Group Size*

Infant

1 staff for 5 children 10

Toddler

1 staff for 6 children 12

Preschool-age 2 to 3 years

1 staff for 10 children 20

Preschool-age 3 to 4 years

1 staff for 12 children 24

Preschool-age 4 to 5 years

1 staff for 14 children 28

School-age 5 to 7 years

1 staff for 15 children 30

School-age 7 and older

1 staff for 25 children

(for before and after school) 30

1 staff for 20 children

(full day of care) 30

*Maximum Group Size shall be applicable only to Type I child-care centers.

Inspection Report

General Administration

80 - Comply with regulations

In Compliance

922 KAR 2:090. Section 6 License Issuance.

- (10) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:
- (e) Comply with provisions of this administrative regulation, 922 KAR 2:110, and 922 KAR 2:120;

115 - Reports to Cabinet

In Compliance

922 KAR 2:110. Reports.

- (1) The following shall be reported to the cabinet or designee and other agencies specified in this section within twenty-four (24) hours from the time of discovery:
 - (a) Communicable disease, which shall also be reported to the local health department pursuant to KRS 214.010;
 - (b) An accident or injury to a child that requires medical care;
 - (c) An incident that results in legal action by or against the child-care center that affects a child or staff person;
 - (d) An incident involving fire or other emergency; or
 - (e) A report of child abuse or neglect that:
 - 1. Has been accepted by the cabinet in accordance with 922 KAR 1:330; and
 - 2. Names a director, employee, volunteer, or person with supervisory or disciplinary control over, or having unsupervised contact with a child in care as the alleged perpetrator.

Director Requirements

245 - Regulatory Compliance/Staff in Charge

In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

- (1) Effective with the adoption of this administrative regulation, a director shall:
 - (d) Ensure:
 - 1. Compliance with 922 KAR 2:090, 922 KAR 2:120, and this administrative regulation; and
 - 2. The designation of one (1) adult staff person in charge to carry out the director's duties if the director is not present in the child-care center during operating hours;

250 - Staff Management/Policy Development/Supervision

Not In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

- (1) Effective with the adoption of this administrative regulation, a director shall:
 - (e) Manage the staff in their individual job descriptions;
 - (f) Develop child-care center plans, policies, and procedures;
 - (g) Supervise staff conduct to ensure implementation of program policies and procedures;

Findings:

General: Based on review of documentation, the staff members failed to implement the center's policy of reporting head injuries to the parent immediately in that a child sustained an injury to the head while in care on 7/16/13 and the parent was not notified until later in the day when the parent arrived to pick up the child.

265 - Health, Safety, Comfort

In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

- (1) Effective with the adoption of this administrative regulation, a director shall:
 - (l) Provide for the health, safety, and comfort of each child;

270 - Parent Notification

In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

- (1) Effective with the adoption of this administrative regulation, a director shall:
 - (m) Notify the parent immediately of an accident or incident requiring medical treatment of a child;

Children's Records

1075 - Enrollment Information

In Compliance

922 KAR 2:110. Section 3. 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 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 situation 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;

Inspection Report

Written Documentation

1095 - Daily Attendance Records

Not In Compliance

922 KAR 2:110. Section 3. 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 review of documentation and interview it was determined that an infant who was confirmed to have been in the center's care on 7/16/13 was not documented through attendance records as having been present on that day.

Signature of
Provider/Representative

Title

Date