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**Inspection Report**

<b>Provider Name:</b> Commodore, Margaret	<b>Provider Information</b>	<b>CLR No:</b> C6305
<b>Provider Address:</b> 2324 Joyce Avenue, Newport, KY, 41071	<b>Provider Type:</b> CERTIFIED	<b>Capacity:</b> 6

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 220439
<b>Date Initiated:</b> 08/31/2017 11:10 AM	<b>Date Concluded:</b> 08/31/2017 1:00 PM	
<b>No. of Children Enrolled:</b> 19	<b>No. of Children Present:</b> 7	

Inspection Report	
Supervision	In Compliance
General Administration	Not In Compliance
<b>25 - Number of Children</b>	<b>Not In Compliance</b>
<b>922 KAR 2:100 - Section 10. Standards for the Provider.</b> (2) A provider shall not provide care for more unrelated children than the number authorized on the certificate of operation. (3) If a provider cares for more than four (4) infants, including the provider's own or related infants, the provider shall have an assistant present. (4) A provider shall not care for more than six (6) children under the age of six (6) years old, including the provider's own or related children.	
<b>Findings:</b>	
General: Based on Observation, at the time of the visit there were seven (7) children present. All seven (7) of the children were under the age of six (6) years. The provider stated that one (1) of the children in care at the time was her granddaughter. The children present were ages ten (10) months to four-years-old.	
<b>85 - Record Maintenance</b>	<b>Not In Compliance</b>
<b>922 KAR 2:100 - Section 18. Records.</b> (6) A certified family child-care home provider shall keep all records for five (5) years.	
<b>Findings:</b>	
General: Based on Interview, it was found that field trip permission slips are thrown away after each field trip.	
<b>Provider Requirements</b>	<b>In Compliance</b>

**Inspection Report**

**Provider Records**

**Not In Compliance**

**140 - Adult in home/Assistant**

**Not In Compliance**

**922 KAR 2:100 - Section 2. Certification Process.**

**(5) An adult living in the home of the applicant present during the hours of operation, or having unsupervised contact with a child in care, and the applicant's assistant shall submit to the cabinet:**

- (a) A criminal records check pursuant to KRS 17.165(5) by the Kentucky State Police or the Administrative Office of the Courts within a year prior to application;**
- (b) A OIG-DRCC-04 to complete:**
  - 1. A child abuse or neglect check using the central registry in accordance with 922 KAR 1:470; and**
  - 2. An address check of Sex Offender Registry;**
- (c) A criminal records check completed once for any previous state of residence if:**
  - 1. The adult resided outside the state of Kentucky in the last five (5) years; and**
  - 2. No criminal records check has been completed for the adult's previous state of residence; and**

**Findings:**

General: Based on Review of Documentation, it was found that a person used as an assistant was hired 1/3/17 had the results of a criminal records check dated 7/7/17. There was no documentation to verify the application for the results of the criminal records check was submitted prior to or on the date of hire. It was also found that the application for the results of a child abuse and neglect check dated 5/1/17 was not submitted until 4/18/17. This exceeds the requirement that the application for the results of a child abuse and neglect check be submitted within five (5) days of hire.

**Programming**

**In Compliance**

**Premises**

**Not In Compliance**

**240 - Harmful Items Inaccessible**

**Not In Compliance**

**922 KAR 2:100 - Section 11. The General Requirements of the Family Child-Care Home Environment.**

**(4) The areas of the home that are accessible to children in care shall be free from items harmful to children including the following items:**

- (a) Cleaning supplies, poisons, paints, and insecticides;**
- (b) Knives, scissors, and sharp objects;**
- (c) Power tools, lawn mowers, hand tools, nails, and other equipment;**
- (d) Matches, cigarettes, lighters, combustibles, and flammable liquids;**
- (e) Alcoholic beverages;**
- (f) Plastic bags; and**
- (g) Litter and rubbish.**

**Findings:**

General: Based on Observation, at the time of the survey a bottle of Downey fabric softner and a bottle of Tide laundry detergent were sitting on the floor in the kitchen. The labels on both bottles indicate to Keep Out of Reach of Children. Children were observed in the kitchen area at the time of the visit.

**270 - Stairs/Steps**

**Not In Compliance**

**922 KAR 2:100 - Section 11. The General Requirements of the Family Child-Care Home Environment.**

**(10) Stairs and steps used for children in care shall be:**

- (a) Solid;**
- (b) Safe; and**
- (c) Railed.**

**Findings:**

General: Based on Observation, during an inspection of the outdoor play area it was found that the steps leading to the climbing structure only had a hand rail for the top part of the steps and not the bottom part of the steps.

**295 - Bathroom sanitary**

**Not In Compliance**

**922 KAR 2:100 - Section 11. The General Requirements of the Family Child-Care Home Environment.**

**(21) A family child-care home shall:**

- (e) Have bathrooms, including toilets, sinks, and potty chairs that are:**
  - 1. Sanitary; and**
  - 2. In good working condition.**

**Findings:**

General: Based on Observation, in the bathroom there was a toilet brush and toilet plunger that was accessible to the children.

**315 - Sink**

**Not In Compliance**

**922 KAR 2:100 - Section 13. Toilet and Diapering Requirements.**

**(2) A sink shall be;**

- (a) Located in or immediately adjacent to toilets;**
- (b) Equipped with hot and cold running water that allows for hand washing;**
- (c) Equipped with hot water at a minimum temperature of ninety (90) degrees Fahrenheit and a maximum of 120 degrees Fahrenheit;**
- (d) Equipped with liquid soap and single use, disposable hand drying material;**
- (e) Equipped with an easily cleanable, covered waste receptacle; and**
- (f) Immediately adjacent to a changing area used for infants and toddlers.**

**Findings:**

General: Based on Observation, there were no paper towels available at the sink in the bathroom.

**Inspection Report**

**Hygienic Practices**

**Not In Compliance**

**335 - Adult hand washing**

**Not In Compliance**

**922 KAR 2:100 - Section 12. Care Requirements for a Provider.**

**(5) A provider and an assistant shall:**

- (a) Wash hands with liquid soap and warm running water:**
  - 1. Before and after diapering a child;**
  - 2. Before and after feeding a child;**
  - 3. After toileting or assisting a child with toileting;**
  - 4. After handling animals;**
  - 5. Before dispensing medication;**
  - 6. After caring for a sick child; and**
  - 7. After wiping or blowing a child's or own nose; and**

**Findings:**

General: Based on Observation, at the time of the visit a toddler was handed her bottle by a staff person. However, the staff person's hands were not washed prior to handing the child her bottle.

**First Aid/Medication**

**Not In Compliance**

**380 - Medication Locked**

**Not In Compliance**

**922 KAR 2:100 - Section 15. Medication and First Aid.**

**(1) Medication, including medicine that requires refrigeration, shall be stored in a locked container or area with a lock.**

**Findings:**

General: Based on Observation, a bottle of Erythromycin ophthalmic ointment and a bottle of Cefdinir Liquid was observed sitting on the window sill in the kitchen. These medications were not in a locked container or area.

**Outdoor Play Area**

**Not In Compliance**

**410 - Outdoor Play Area Safe**

**Not In Compliance**

**922 KAR 2:100 - Section 11. The General Requirements of the Family Child-Care Home Environment.**

**(13) An outdoor play area shall be free of unavoidable danger or risk.**

**Findings:**

General: Based on Observation, the storage buildings located in the outdoor play area had numerous areas of chipping and peeling paint. There were areas of the fence that were in disrepair and had nails that were accessible to the children. There was a space at the bottom of the fence in one area that had a piece of wood covering a large gap at the bottom of the fence. There was a tall wooden play structure that had numerous boards that were broken and rotting and had exposed nails. The floor of the structure had a large hole where the boards had broken and were missing. The boards on a ladder climber attached to the structure were rotting and not stable. The fiberglass cover over the top portion of the tall climber was splintered and wearing thin. One (1) side of the tall wooden climber sits against the side where a chain link fence is located. This spacing does not allow for a fall zone.

**415 - Outdoor stationary equipment**

**Not In Compliance**

**922 KAR 2:100 - Section 11. The General Requirements of the Family Child-Care Home Environment.**

**(15) Outdoor stationary play equipment shall be:**

- (a) Securely anchored;**
- (b) Developmentally appropriate; and**
- (c) Safe.**

**Findings:**

General: Based on Observation, there was a tall wooden play structure that had numerous boards that were broken and rotting and had exposed nails. The floor of the structure had a large hole where the boards had broken and were missing. The boards on a ladder climber attached to the structure were rotting and not stable. The fiberglass cover over the top portion of the tall climber was splintered and wearing thin. One (1) side of the tall wooden climber sits against the side where a chain link fence is located. This spacing does not allow for a fall zone. In addition, only one (1) section of the steps leading up the side of the structure had a hand rail. The steps located near the bottom did not have a hand rail.

**Equipment**

**Not In Compliance**

**440 - Infant rest time**

**Not In Compliance**

**922 KAR 2:100 - Section 12. Care Requirements for a Provider.**

**(8) Rest time shall include adequate space specified by the child's age as follows:**

**(a) For an infant:**

- 1. An individual non-tiered crib that meets Consumer Product Safety Commission standards established in 16 C.F.R. 1219-1220;**
- 2. A firm crib mattress in good repair with a clean tight-fitted sheet that is changed:**
  - a. Weekly; or**
  - b. Immediately if it is soiled or wet;**
- 3. No loose bedding; and**
- 4. No toys or other items except for the infant's pacifier; or**

**Findings:**

General: Based on Observation, at the time of the visit there were two (2) cribs that had loose fitting sheets. One (1) of these cribs was located in the living room and the other crib was located in the playground.

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Transportation

Not In Compliance

720 - Driver Requirements

Not In Compliance

922 KAR 2:100 - Section 17. Transportation.

(9) A driver of a vehicle transporting a child for a certified provider shall:

- (a) Be at least twenty-one (21) years old;
- (b) Complete:
  - 1. The background checks described in Section 2(2)(c)5 or 2(5) of this administrative regulation; 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 that 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 Review of Documentation, it was found that the provider transports children on field trips and also picks children up from school. The last documented driver history record was dated 9/14/15.

Food Service

Not In Compliance

505 - Milk requirements

Not In Compliance

922 KAR 2:100 - Section 14. Food Requirements.

(1) A provider and an assistant shall:

- (c) Serve:
  - 1. Breast milk or iron-fortified formula to a child age birth to twelve (12) months;
  - 2. Pasteurized whole milk to a child age twelve (12) months to twenty-four (24) months; or
  - 3. Pasteurized skim or low fat 1% milk to a child age twenty-four (24) months to school-age.

Findings:

General: Based on Observation, at the time of the visit 2% milk was served to the children except for the infant who was in attendance at the time. An interview with the provider found she ran out of the whole milk and skim milk.

555 - Weekly Menu

Not In Compliance

922 KAR 2:100 - Section 14. Food Requirements.

(10) A weekly menu shall be:

- (a) Prepared;
- (b) Dated;
- (c) Posted in a conspicuous place; and
- (d) Kept on file for thirty (30) calendar days.

Findings:

General: Based on Observation, it was found that the weekly menu was not posted.

570 - Bottles

Not In Compliance

922 KAR 2:100 - Section 14. Food Requirements.

(13) Each child's bottle shall be:

- (a) Labeled;
- (b) Covered; and
- (c) Refrigerated.

Findings:

General: Based on Observation, a bottle was observed laying on a blanket that was on a vinyl piece of play equipment sitting on the kitchen floor. This bottle was observed being handed to a child to drink.

585 - Bottle-Feeding

Not In Compliance

922 KAR 2:100 - Section 14. Food Requirements.

(16) While bottle-feeding an infant, the:

- (a) Child shall be held; and
- (b) Bottle shall not be:
  - 1. Propped;
  - 2. Left in the mouth of a sleeping infant; or
  - 3. Heated in a microwave.

Findings:

General: Based on Observation, an infant who was able to sit unassisted and hold her bottle was observed sitting in the kitchen floor drinking from her bottle.

**Inspection Report**

**Children's Records**

**Not In Compliance**

**590 - Immunization**

**Not In Compliance**

**922 KAR 2:100 - Section 18. Records.**

**(1) A provider 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, out of eight (8) children's files reviewed there was one (1) child enrolled 6/14/15 whose immunization certificate was no longer current as of 8/1/17. There was an additional child enrolled 9/18/16 who had an immunization certificate that did not have a date listed to verify how the immunization certificate was current.

**595 - Children's information**

**Not In Compliance**

**922 KAR 2:100 - Section 18. Records.**

**(1) A provider 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 family child-care home; 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 the provider 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 family child-care home;**
  - 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 provider to seek emergency medical care for the child in the parent's absence; and**

**Findings:**

General: Based on Review of Documentation, out of eight (8) children's files reviewed there was one (1) child enrolled 3/15/17 whose enrollment information did not contain permission for emergency medical care, the child's physician's name and phone number and a preferred hospital.

**600 - Permission for trips off premises**

**Not In Compliance**

**922 KAR 2:100 - Section 18. Records.**

**(1) A provider shall maintain:**

**(b) A written record for each child:**

**3. To contain:**

**g. A permission form for each trip away from the family child-care home signed by the child's parent in accordance with Section 17(1) of this administrative regulation; and**

**Findings:**

General: Based on Interview, it was found that the children are taken on field trips other than what is specified in the enrollment packet such as the Florence Aquatics Center. An interview with the provider found she does not have the permission slips for the additional trips. She stated that she throws the permission slips away after each trip.

**Written Documentation**

**Not In Compliance**

**620 - Attendance Records Standards**

**Not In Compliance**

**922 KAR 2:100 - Section 10. Standards for the Provider.**

**(13) A provider shall:**

**(b) Maintain 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 provider through the Child Care Assistance Program.**

**Findings:**

General: Based on Review of Documentation, at the time of the visit out of the seven (7) children present only four (4) of the children had a documented time of arrival. An interview with the provider found that she does not document her "cash children" which are children who do not receive child care assistance time of arrival and departure. However, the provider stated she documents the information on paperwork required for the food program. At the time of the visit the provider indicated she could not provide the documentation because she had already gathered the information and given it to her husband to make copies to give to the people in charge of the food program.

**Posted Documentation**

**Not In Compliance**

**670 - Daily Planned Program of Activities**

**Not In Compliance**

**922 KAR 2:100 - Section 12. Care Requirements for a Provider.**

**(12) A certified family child care home shall provide a daily planned program:**

- (a) Posted in writing in a conspicuous location;**
- (b) Of activities that are individualized and developmentally appropriate for each child served;**
- (c) That provides experience to promote the individual child's physical, emotional, social, and intellectual growth and well-being; and**

**Findings:**

General: Based on Observation, it was found that the planned program of activities posted was dated 8/14/17.

**Inspection Report**

**680 - Posted Documentation**

**Not In Compliance**

**922 KAR 2:100 - Section 19. Certified Family Child-Care Home Program.**

**The certified family child-care home provider shall: (7) Post in a prominent area in the home:**

- (a) The staff to child ratios described in Section 10 of this administrative regulation;**
- (b) The planned program of activities;**
- (c) Each statement of deficiency issued by the cabinet during the current certification period;**
- (d) Each plan of correction submitted by the certified family child-care home to the cabinet during the current certification period; and**
- (e) Daily schedule including any trips outside the family child-care home;**

**Findings:**

General: Based on Observation, the statement of deficiencies and plan of correction from a complaint investigation conducted on 9/19/16 was not posted.

**Animals**

**Not Applicable**

**Posted Requirements**

**In Compliance**

Signature of Provider/Representative

Title

Date