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GOVERNOR

**CABINET FOR HEALTH AND FAMILY SERVICES
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Inspection Report

Provider Name: A Treasure Chest	Provider Information	License No: L358033
Provider Address: 2872 Valley Creek Road, Elizabethtown, KY, 42701	Provider Type: LICENSED TYPE I	Capacity: 33
Owner(s): Trombley, Marcella		Director(s): Trombley, Marcella

Inspection Type: Investigation	Inspection Information	Inspection No: 191386
Visit Start Date: 07/02/2015 12:18 PM	Visit End Date: 07/02/2015 2:50 PM	
	No. of Children Present: 13	

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.

Director Requirements

265 - Health, Safety, Comfort

In Compliance

Inspection Report

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;

Transportation

900 - 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 Review of Documentation and Interview, the child care center failed to comply with regulatory requirements regarding transportation. Review of the transportation log for 6/30/15 that documented the loading and unloading times of the children being transported revealed one (1) child with an enrollment date of 6/10/15 was omitted from the transportation log. Interview with owner/director revealed she was not aware this child was not listed on the log.

Children's Records

1075 - Enrollment Information

Not 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;

Findings:

General: Based on Review of Documentation, the child care center failed to maintain children's records in accordance with regulations. Review of children's files revealed the written record for a child enrolled 3/11/15 failed to contain family physician information and the written records for children enrolled 1/4/15 and 5/20/15 failed to contain preferred hospital information. Continued review of children's files revealed all ten (10) written records for children enrolled 1/19/12, 1/4/15, 3/11/15, 5/28/15, 6/10/15, 6/11/15, two (2) children enrolled 2/4/15, and two (2) children enrolled 5/20/15 failed to contain authorization by the parent for the center to seek emergency medical care for the child in the parent's absence. Review of each written record revealed the following statement, "I give permission for Treasure Chest Childcare Director/Employees to transport (named child) for childcare activities or in case of emergency." Hence, the written record granted the center permission to transport the children in case of emergency, but failed to grant the center permission to consent to the emergency medical care of the children in the parent's absence.

Signature of
Provider/Representative

Title

Date