



**Andy Beshear**  
GOVERNOR

**CABINET FOR HEALTH AND FAMILY SERVICES  
OFFICE OF INSPECTOR GENERAL**

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**Eric Friedlander**  
SECRETARY

**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

|                                                                         |                                                                      |                                    |
|-------------------------------------------------------------------------|----------------------------------------------------------------------|------------------------------------|
| <b>Provider Name:</b> First Baptist Church Preschool Ministries         | <b>Provider Information</b><br><b>Provider Type:</b> LICENSED TYPE I | <b>License No:</b> L354238         |
| <b>Provider Address:</b> 621 East 12th Avenue, Bowling Green, KY, 42101 |                                                                      | <b>Capacity:</b> 175               |
| <b>Owner(s):</b> FIRST BAPTIST CHURCH, INC.                             |                                                                      | <b>Director(s):</b> Oakley, Brenda |

|                                              |                                           |                            |
|----------------------------------------------|-------------------------------------------|----------------------------|
| <b>Inspection Type:</b> Investigation        | <b>Inspection Information</b>             | <b>Inspection No:</b> 7531 |
| <b>Visit Start Date:</b> 02/21/2012 12:30 AM | <b>Visit End Date:</b> 02/21/2012 2:45 AM |                            |
| <b>No. of Children Present:</b>              |                                           |                            |

| Inspection Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| Supervision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                      |
| <b>167 - Children supervised/Protected</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>In Compliance</b> |
| <b>922 KAR 2:120 - Section 2 (3)</b><br><b>(a) Each center shall maintain a child care program that assures each child will be:</b><br><b>1. Provided adequate supervision at all times; and</b><br><b>2. Protected from abuse or neglect.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                      |
| <b>1) Adequately supervised at all times</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                      |
| Staffing Requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                      |
| <b>162 - Ratios and Group Size</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>In Compliance</b> |
| <b>922 KAR 2:120 - Section 2</b><br><b>(2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows:</b><br><b>Age of Children Ratio Maximum</b><br><b>Group Size*</b><br><b>Infant 1 staff for 5 children 10</b><br><b>Toddler 1 staff for 6 children 12</b><br><b>2 to 3 years 1 staff for 10 children 20</b><br><b>3 to 4 years 1 staff for 12 children 24</b><br><b>4 to 5 years 1 staff for 14 children 28</b><br><b>5 to 7 years 1 staff for 15 children 30</b><br><b>7 and older 1 staff for 25 children</b><br><b>(for before and after school) 30</b><br><b>1 staff for 20 children</b><br><b>(full day of care) 30</b><br><b>*Maximum Group Size shall be applicable only to Type I centers.</b> |                      |

**Inspection Report****General Administration****91 - Confidential Information****Not In Compliance****922 KAR 2:110 - Section 2**

**(3) Information concerning a child or the child's parent shall be kept in strict confidence by child-care center staff, except as otherwise required by law.**

**Findings:**

Based on interviews, a staff member discussed the names of children and their medical and discipline information with a family member and family friend who were not staff of the child care center.

**Director Requirements****111 - Staff Management****In Compliance****922 KAR 2:110 - Section 4 (1)**

**(e) Manage the staff in their individual job descriptions;**

**113 - Staff Supervision****922 KAR 2:110 - Section 4 (1)**

**(g) Supervise staff conduct to ensure implementation of program policies and procedures;**

**1) Implementation of Policy****Not In Compliance****Findings:**

Based on interviews, when the toddler children climbed inside a cabinet in the toddlers' room, a staff member held the door shut for thirty (30) to sixty (60) seconds and would not allow the toddler to get out of the cabinet. This was done as a method to correct the child's behavior for going inside the cabinet. Interviews determined one (1) incident occurred during the month of November or December 2011 and the child was in the cabinet for thirty (30) to ninety (90) seconds. Another incident occurred in January 2012 and the child was in the cabinet for thirty (30) to sixty (60) seconds. The center's discipline policy indicated positive reinforcement and time out were used.

**121 - Altered/Falsified Records****922 KAR 2:110 - Section 4 (1)**

**(o) Assure each mandatory record specified in Section 3 of this administrative regulation has not been altered or falsified; and**

**2) Falsified records****Not In Compliance****Findings:**

Based on interviews and observation, an unknown staff member signed a parent's name on a child's medication sheet.

**Premises - Classroom****118 - Health, Safety, Comfort****In Compliance****922 KAR 2:110 - Section 4 (1)**

**(i) Provide for the health, safety, and comfort of each child;**

**First Aid/Medication****249 - Administration Record****922 KAR 2:120 - Section 7**

**(6) The child-care center shall keep a written record of the administration of medication, including:**

**(a) Time;**

**(b) Date;**

**(c) Amount; and**

**(d) Name of staff person giving the medication.**

**1) Time****Not In Compliance****Findings:**

The staff failed to document the time medication was administered to a child in January 2012.

**2) Date****Not In Compliance****Findings:**

The staff failed to document the date medication was administered to a child in January 2012.

**3) Amount****Not In Compliance****Findings:**

The staff failed to document the amount of medication administered to a child in January 2012.

**4) Staff name****Not In Compliance****Findings:**

The center failed to assure staff documented their name when medication was administered to each child in January 2012.

Signature of  
Provider/Representative

Title

Date