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**Inspection Report**

<b>Provider Name:</b> Covenant United Methodist Preschool	<b>Provider Information</b>	<b>CLR No:</b> L358514
<b>Provider Address:</b> 909 Jefferson Street, Lagrange, KY, 40031	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 45
<b>Owner(s):</b> Covenant United Methodist Church, Inc.		<b>Director(s):</b> Estes, Linda Sue

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 244143
<b>Date Initiated:</b> 03/27/2018 10:06 AM	<b>Date Concluded:</b> 03/27/2018 2:25 PM	
	<b>No. of Children Present:</b>	

Inspection Report	
<b>Background Checks</b>	<b>In Compliance</b>
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>Not In Compliance</b>
<b>140 - Zoning</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 6. License Issuance.</b> <b>(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:</b> <b>(a) Provide written documentation from the local authority showing compliance with local zoning requirements;</b>	
<b>Findings:</b>	
General: Based on review of documentation and interview, the child care center failed to comply with regulatory requirements. Written documentation from the local authority showing the center was in compliance with local zoning requirements was not presented for review at the time of survey. The director revealed this documentation was not available for review at the time of survey.	
<b>Director Requirements</b>	<b>In Compliance</b>
<b>Employee Records</b>	<b>Not In Compliance</b>
<b>390 - Educational Requirements</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 11. Staff Requirements.</b> <b>(1) Child-care center staff:</b> <b>(a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:</b> 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;	
<b>Findings:</b>	
General: Based on review of documentation and interview, the child care center failed to maintain employee records in accordance with regulations. Verification of a high school diploma, GED, or Commonwealth Child Care Credential was not presented for review at the time of survey for one (1) staff member hired 1/1/18. The director revealed this documentation was not on file at the time of survey.	

Inspection Report

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 1/2) 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 1/2) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain employee records in accordance with regulations. Review of staff files and ECE-TRIS report revealed documentation of fifteen (15) hours of cabinet-approved training was not presented for review at the time of survey for one (1) staff member hired 9/1/12. The director revealed documentation of fifteen (15) hours of training was not available for review at the time of survey for this staff member. Subsequent review of an individual TRIS report revealed only four (4) training hours were documented for this staff member.

Programming

In Compliance

Premises

Not In Compliance

540 - Premises Requirements

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(1) The premises shall be:

- (a) Suitable for the purpose intended;
- (b) Kept clean and in good repair;

Findings:

General: Based on observation, the child care center failed to maintain the premises in accordance with regulations. In the Four-Year-Old Room, there appeared to be a very faint brown water stain on five (5) ceiling tiles. In the men's bathroom, which is used by children in care, there were a few small spots/smears of a brown substance on the wall next to the toilet.

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

Food Service/Food Program

Not In Compliance

990 - Snack Requirements

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(18) A snack shall include two (2) of the following:

- (a) Milk;
- (b) Protein;
- (c) Bread; or
- (d) 1. Fruit;
- 2. Vegetable; or
- 3. 100 percent juice.

Findings:

General: Based on observation and interview, the child care center failed to maintain food service in accordance with regulations. In the Three-Year-Old Room, twelve (12) preschool children were served only graham crackers, chocolate pudding, and water for snack; therefore, the snack failed to include two (2) of the following required components: milk, protein, bread, or fruit/vegetable/or 100% fruit juice. The director acknowledged the children were only served graham crackers, chocolate pudding, and water for snack.

Food Service

Not In Compliance

1025 - Refrigerator

Not In Compliance

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

(4) A cold-storage facility used for storage of perishable food in a nonfrozen state shall:

- (a) Have an indicating thermometer or other appropriate temperature measuring device;
- (b) Be in a safe environment for preservation; and
- (c) Be forty (40) degrees Fahrenheit or below.

Findings:

General: Based on observation, the child care center failed to maintain food service in accordance with regulations. In the kitchen, the refrigerator temperature measured forty-four (44) degrees Fahrenheit.

Inspection Report

Children's Records

Not In Compliance

1135 - Immunization

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center 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 and interview, the child care center failed to maintain children's records in accordance with regulations. Review of ten (10) children's files revealed a current immunization certificate was not presented for review at the time of survey for one (1) child. The director acknowledged this documentation was not presented for review at the time of survey.

1140 - Enrollment Information

Not In Compliance

922 KAR 2:090. Section 9. 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 a 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 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 and interview, the child care center failed to maintain children's records in accordance with regulations. Review of ten (10) children's files revealed the written record for two (2) children failed to contain contact information to enable a person in charge to contact the child's preferred hospital. The director acknowledged this documentation was not on file at the time of survey.

Written Documentation

Not In Compliance

1170 - Professional Development

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

- (f) A written annual plan for child-care staff professional development;

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulations. A current written annual plan for child care staff professional development was not presented for review at the time of survey for four (4) staff members with hire dates of: 9/1/04, 9/1/12, 9/1/13, and 9/1/16. The director revealed she could not locate this documentation at the time of survey.

1185 - Confidentiality/Maintenance/Access

Not In Compliance

922 KAR 2:090. Section 9. Records.

(2) A child-care center shall:

- (a) Maintain the confidentiality of a child's record and information concerning a child or the child's parent;
- (b) Maintain all records for five (5) years; and
- (c) Provide the cabinet access and information in the completion of the investigation pursuant to KRS 620.030(4) and (5).

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulations. Review of staff files revealed a Criminal Records Check (CRC) dated 10/6/17 was presented for review at the time of survey for one (1) staff member hired 9/25/17. The CRC results stated, "All alias and maiden names listed above were searched and no records were found." Yet, it was determined that the document failed to meet regulatory requirements because the staff member's first name was listed incorrectly on the CRC; instead, the first name of a different person was listed. The director acknowledged the staff member's name was listed incorrectly on the CRC. The director revealed the staff member has not worked alone with children in care. Consequently, the center failed to maintain a valid CRC on file at the time of survey for this staff member.

Posted Documentation

In Compliance

Animals

In Compliance

Signature of Provider/Representative

Title

Date