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INSPECTOR GENERAL

Inspection Report

Provider Information

Provider Name: Paducah Day Nursery
Provider Type: LICENSED TYPE I
License No: L350609
Provider Address: 2425 South 25th Street, Paducah, KY, 42003
Capacity: 146
Owner(s): Paducah Day Nursery, Inc.
Director(s): May, Deana Gale

Inspection Information

Inspection Type: Investigation
Inspection No: 213328
Visit Start Date: 11/13/2015 10:15 AM
Visit End Date: 11/13/2015 1:30 PM
No. of Children Present: 35

Inspection Report

Supervision

5 - Children Supervised — **Not 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;

Findings:

General: Based on a Review of Documentation and interviews, two (2) preschool children were left alone and unsupervised on the center's bus from approximately 12:00 pm to 12:15 pm on 11/12/15.

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.**

General Administration

115 - Reports to Cabinet — **Not In Compliance**

922 KAR 2:110. Section 6. 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:
1. Affects a child or staff person; or
2. Includes the center's discontinuation or disqualification from a governmental assistance program due to fraud or abuse;
(d) An incident involving fire or other emergency, including a vehicular accident when the center is transporting a child receiving child care services; 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.

Findings:

General: Based on a Review of Documentation and interview, a child received an injury to one of his ankles on the playground at 3:00 pm on 11/02/15. The center was notified of the child receiving medical treatment on 11/03/15, but failed to notify the cabinet within 24 hours of discovery.

Director Requirements

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 center's transportation policy stated no child will be permitted to remain unattended in the vehicle. The center's transportation policy was not followed when staff left two (2) children alone and unsupervised on the center's bus from approximately 12:00 pm to 12:15 on 11/12/15.

265 - Health, Safety, Comfort — **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:
(l) Provide for the health, safety, and comfort of each child;

Findings:

General: Based on Review of Documentation and interviews, the director failed to provide for the safety of two (2) preschool-age children when staff left the two (2) children alone and unsupervised on the center's bus from approximately 12:00 pm to 12:15 on 11/12/15.

Employee Records

310 - Personnel File — **In Compliance**

922 KAR 2:110. Section 3. Records.
(1) A child-care center shall maintain:
(e) A current personnel file for each child-care center staff person to include:
1. Name, address, date of birth, and date of employment;
2. Proof of educational qualifications;
3. Record of annual performance evaluation;
4. Written record of training participation to include:
a. The training source;
b. Location;
c. Date; and
d. Number of clock hours completed;
5. Every two (2) years, a:
a. Statement from a health professional that the individual is free of active tuberculosis; or
b. Copy of negative tuberculin results; and
6. For a director, employee, volunteer, or any person with supervisory or disciplinary control over, or having unsupervised contact with, a child in care, the results of a:
a. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;
b. Criminal records check required by KRS 199.896(19);
c. Criminal records check from any previous state of residence completed once if:
(i) The individual resided outside the state of Kentucky in the last five (5) years; and
(ii) No criminal records check has been completed for the individual's previous state of residence; and
d. An address check of the Sex Offender Registry;

320 - TB Verification **Not In Compliance**

922 KAR 2:110. Section 5. Staff Requirements.
(1) Child-care center staff:
(b) Shall provide, prior to employment and every two (2) years thereafter:
1. A statement from a health professional that the individual is free of active tuberculosis; or
2. A copy of negative tuberculin results.

Findings:

General: Based on a Review of Documentation, a staff, hired on 05/01/09, had TB documentation on file that was dated 05/21/13.

Children's Records

1070 - Immunization **In Compliance**

922 KAR 2:110. Section 3. 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;

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;

Signature of Provider/Representative | Title | Date