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**Inspection Report**

<b>Provider Name:</b> Friends 4-Ever Learning Center	<b>Provider Information</b>	<b>CLR No:</b> L358965
<b>Provider Address:</b> 5351 N. Dixie Highway, Elizabethtown, KY, 42701	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 37
<b>Owner(s):</b> Fun Time Day Care, Inc.		<b>Director(s):</b> Hall, Mandi Marie

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 218643
<b>Date Initiated:</b> 02/20/2017 10:20 AM	<b>Date Concluded:</b> 02/20/2017 1:30 PM	
	<b>No. of Children Present:</b> 13	

Inspection Report	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Director Requirements</b>	<b>Not In Compliance</b>

**260 - Staff Evaluation** **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:**  
**(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;**

**Findings:**

General: Based on Review of Documentation and interview, the child care center director failed to assure compliance with regulatory requirements. The employee files presented failed to have a current annual written performance evaluation for an employee with hire date 4/15/15. Interview with the director revealed this documentation was not available for review at the time of the survey.

**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 Observation, the child care center director failed to assure compliance with regulatory requirements. Observation of the Girls' Bathroom revealed a plunger on the floor next to the toilet within reach of the children in care.

<b>Employee Records</b>	<b>Not In Compliance</b>
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**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 Review of Documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of staff files revealed a staff with the hire date 5/10/14 did not have written documentation from a health care professional to verify that the individual was free from active TB. Interview with the director revealed she was unable to locate the document at the time of the survey.

**340 - Training**

**Not In Compliance**

**922 KAR 2:110. Section 5. Staff Requirements.**

- (14) 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 ½) hours of 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 ½) hours of 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 regulatory requirements. Review of presented staff files revealed files for staff members with hire dates 12/20/12, 11/1/11 and 4/15/15 did not contain documentation to verify the fifteen (15) hours of cabinet approved training had been completed. Review of the ECE-TRIS report verified the staff members did not complete the fifteen (15) hours of cabinet approved training. Interview with the director revealed she was unable to locate documentation to verify that staff members had completed fifteen (15) hours of cabinet approved training. Continued review of documentation revealed a file for a staff member with hire date 5/10/14 did not contain documentation to verify the one and one-half (1 ½) hours of pediatric abusive head trauma training within the first year of employment.

**Programming**

**In Compliance**

**Premises**

**Not In Compliance**

**460 - Inaccessible Items**

**Not In Compliance**

**922 KAR 2:120. Section 3. General Requirements.**

- (7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care:**
- (a) Toxic cleaning supplies, poisons, and insecticides;**
  - (b) Knives and sharp objects;**
  - (c) Matches, cigarettes, lighters, and flammable liquids;**
  - (d) Plastic bags;**
  - (e) Litter and rubbish;**
  - (f) Bar soap; and**
  - (g) Personal belongings and medications of staff.**

**Findings:**

General: Based on Observation, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of the Preschool Room revealed vinyl mats that were used for the rest time wrapped in plastic and taped with silver duct tape; therefore, making the aforementioned item accessible to the children in care.

**480 - 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 regulatory requirements. Observation of the Boys' Bathroom revealed a sink with a large brown rust stain down the middle of the inside of the sink.

**590 - Toilet**

**Not In Compliance**

**922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.**

- (4) Each toilet shall:**
- (a) Be kept in clean condition;**
  - (b) Be kept in good repair;**
  - (c) Be in a lighted room; and**
  - (d) Have ventilation to outside air.**

**Findings:**

General: Based on Observation, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of the Boys' Bathroom revealed used toilet paper covered in feces on the floor and on top of the trash can.

**Hygienic Practices**

**Not In Compliance**

**625 - Diaper Changing Area/Surface**

**Not In Compliance**

**922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.**

- (10) When a child is diapered, the child shall:**
- (b) Be placed on a surface that is:**
    - 1. Clean;**
    - 2. Padded;**
    - 3. Free of holes, rips, tears, or other damage;**
    - 4. Nonabsorbent;**
    - 5. Easily cleaned; and**
    - 6. Free of any items not used for diaper changing.**

**Findings:**

General: Based on Observation, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. Observation of the Preschool Room revealed a changing pad that was torn exposing the absorbent material. Observation of the Toddler Room revealed a changing pad that was torn and taped with silver duct tape.

**Inspection Report**

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**Not In Compliance**

**695 - Protective Surface**

**Not In Compliance**

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

**(21) A protective surface shall:**

**(a) Be provided for outdoor play equipment used to:**

- 1. Climb;**
- 2. Swing; and**
- 3. Slide; and**

**(b) Have a fall zone equal to the height of the equipment.**

**Findings:**

General: Based on Observation, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. Observation of the School-Age outside play area revealed a red wooden slide that did not have a protective surface at the bottom of the slide.

**700 - Fences**

**Not In Compliance**

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

**(23) Fences shall be:**

**(a) Constructed of safe material;**

**(b) Stable; and**

**(c) In good condition.**

**Findings:**

General: Based on Observation, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. Observation of the School-Age outside play area revealed two (2) long nails protruding from the wooden fence at the entrance to the outside play area.

**Equipment**

**Not In Compliance**

**710 - Play Equipment**

**Not In Compliance**

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

**(24) Supports for climbing apparatus and large equipment shall be securely fastened to the ground.**

**(25) Crawl spaces, such as tunnels, shall be short and wide enough to permit access by adults.**

**(26) A sandbox shall be:**

**(a) Constructed to allow for drainage;**

**(b) Covered when not in use;**

**(c) Kept clean; and**

**(d) Checked for vermin prior to use.**

**Findings:**

General: Based on Observation, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the Toddler outside play area revealed a wooden swing set that was wobbly and not secured to the ground.

**715 - Sufficient Appropriate Equipment**

**Not In Compliance**

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

**(28) A child-care center shall have enough toys, play apparatus, and developmentally appropriate materials to provide each child with a variety of activities during the day, as specified in Section 2 of this administrative regulation.**

**Findings:**

General: Based on Observation and interview, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the School-Age Room revealed a plastic kitchen set located in the dramatic play area with no materials to use with the kitchen set. Continued observation of the School Age Room revealed a toy wooden ironing board with no materials to use with the ironing board. Interview with the Director revealed she was unable to locate any materials to use with the plastic kitchen set or toy wooden ironing board at the time of the survey. Observation of the Preschool Room revealed no materials available to use in the science center.

**755 - Toys/Equipment/Furniture**

**Not In Compliance**

**922 KAR 2:120. Section 11. Toys and Furnishings.**

**(1) All toys, equipment, and furniture contacted by a child shall be:**

**(a) Kept clean and in good repair; and**

**(b) Free of peeling, flaking, or chalking paint.**

**Findings:**

General: Based on Observation, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the Preschool Room revealed that none of the battery operated toys were operational. Observation of the Toddler Room revealed the following items: 1) Several red and blue vinyl mats that were torn exposing the absorbent material, 2) A blue plastic kids chair with two parts of the seat cracked exposing sharp plastic pieces, 3) A metal bookshelf labeled "GAMES" with a cardboard back that was partially detached and taped to the bookshelf with silver duct tape and 4) A multi-colored plastic kitchen set with the oven door glued shut.

Inspection Report

760 - Indoor/Outdoor Equipment

Not In Compliance

922 KAR 2:120. Section 11. Toys and Furnishings.

(2) Indoor and outdoor equipment shall:

- (a) Be clean, safe, and in good repair;
- (b) Meet the physical, developmental needs, and interests of children of different age groups;
- (c) Be free from sharp points or corners, splinters, protruding nails or bolts, loose or rusty parts, hazardous small parts, lead-based paint, poisonous material, and flaking or chalking paint; and
- (d) Be designed to guard against entrapment or situations that may cause strangulation.

Findings:

General: Based on Observation, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the School-Age outside play area revealed the following: 1) A blue and white see-saw that was held together with vinyl material, 2) Two (2) nails protruding from the 1st landing of the red wooden slide set, 3) A piece of wood missing from the rail on the 1st landing of the red wooden slide set, 4) Missing steering wheel from the red sit on apparatus exposing the sharp metal piece underneath, 5) A red and blue trike with a missing petal exposing the metal, busted front tire and cracked seat exposing sharp plastic pieces and 6) A swing set with peeling red paint.

Transportation

Not Applicable

Food Service

Not In Compliance

940 - Frozen Food

Not In Compliance

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

(5) Frozen food shall be:

- (a) Kept at a temperature of zero degrees Fahrenheit or below; and
- (b) Thawed:
  - 1. At refrigerator temperatures;
  - 2. Under cool, potable running water;
  - 3. As part of the cooking process; or
  - 4. By another method in accordance with the Department of Public Health's food safety standards and permits, established in KRS Chapter 217.

Findings:

General: Based on Observation, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the kitchen revealed a white deep freezer that was not equipped with an indicating thermometer or other appropriate temperature measuring device.

Children's Records

Not In Compliance

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 and interview, the child care center failed to maintain children's records in accordance with regulatory requirements. Review of the children's files revealed three (3) files that did not contain the following: 1) Information for the family physician, 2) The Parent's preferred hospital, 3) The name of each person who is designated in writing to pick-up the child and 4) The name and phone number of each person to be contacted in an emergency situation involving or impacting the child.

Written Documentation

Not In Compliance

1105 - Professional Development

Not In Compliance

922 KAR 2:110. Section 3. 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 regulatory requirements. Review of presented staff files revealed the child care center failed to have a written annual professional development plan for staff members with the hire dates 11/1/11, 12/20/12, and 4/15/15. Interview with the director revealed she was unable to locate the documentation at the time of the survey.

**Inspection Report**

**Posted Documentation**

**Not In Compliance**

**1155 - Posting Requirements**

**Not In Compliance**

**922 KAR 2:110. Section 2. General.**

**(7) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:**

- (a) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;**
- (b) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;**
- (c) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;**
- (d) A description of services provided by the child-care center, including:
  - 1. Current rates for child care; and**
  - 2. Each service charged separately and in addition to the basic rate for child care;****
- (e) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and**
- (f) Daily schedule.**

**Findings:**

General: Based on Review of Documentation and interview, the child care center failed to post documentation in accordance with regulatory requirements. Review of documentation and interview with the Director revealed the center failed to post in a conspicuous place and make available for public inspection, each statement of deficiency and plan of correction issued by the cabinet during the current licensure year.

**1165 - Daily Activities**

**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:**

- (h) Post a schedule of daily activities, to include dates and times of activities to be conducted with the children in each classroom;**

**Findings:**

General: Based on Review of Documentation, the child care center failed to post documentation in accordance with regulatory requirements. Review of documentation in the School-Age Room revealed there was not a lesson plan of developmentally and age appropriate activities posted in the room at the time of survey. Review of documentation in the Toddler Room revealed there was no lesson plan posted at the time of the survey.

**Animals**

**In Compliance**

Signature of Provider/Representative

Title

Date