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**Inspection Report**

<b>Provider Name:</b> Little Lambs Learning Center	<b>Provider Information</b>	<b>CLR No:</b> L358955
<b>Provider Address:</b> 110 Office Park Drive, Columbia, KY, 42728	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 79
<b>Owner(s):</b> Little Lambs Learning Center Limited Liability Company		<b>Director(s):</b> Payne, Sheila Darlene

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 218474
<b>Date Initiated:</b> 02/06/2017 10:05 AM	<b>Date Concluded:</b> 02/06/2017 12:34 PM	
	<b>No. of Children Present:</b> 32	

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 following were found:

1. An employee (DOH: 5/24/10) file presented for review contained an employee performance evaluation dated January 2016 which had not been updated annually as required.
2. A substitute (DOH: 1/4/15) file presented for review did not contain an employee performance evaluation.
3. An employee (DOH: 5/13/15) file presented for review contained an employee performance evaluation dated January 2016 which had not been updated annually as required.
4. An employee (DOH: 8/7/15) file presented for review contained an employee performance evaluation dated January 2016 which had not been updated annually as required.
5. A substitute (DOH: 11/2/15) file presented for review contained an employee performance evaluation dated January 2016 which had not been updated annually as required.

The director stated that she thought everyone's evaluation had been updated with the exception of one (1) substitute's (DOH: 1/4/15) who was on maternity leave.

**310 - Personnel File**

**Not 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;**

**Findings:**

General: Based on review of documentation and interview, the surveyor found that the file for a substitute staff (DOH: 1/4/15) did not contain record of an annual performance evaluation.

The director stated that the substitute has been on maternity leave.

**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, review of ECE-TRIS, and interview, the following were found:

1. A staff (DOH: 3/9/09) had obtained only twelve (12) hours of cabinet-approved early care and education annual training for 3/9/15 - 3/8/16.
2. A substitute (DOH: 11/2/15) file did not contain documentation of Pediatric Abusive Head Trauma Training, the training was not documented in ECE-TRIS; therefore, it had not been completed within the first year of employment.
3. A substitute (DOH: 11/2/15) file contained record of the substitute completing six (6) hours of cabinet-approved orientation on 2/24/16. Review of ECE-TRIS confirmed that orientation was completed on 2/24/16; therefore, orientation was not completed within three (3) months of the substitute's date of hire.

Upon interview, the director was not aware of the discrepancies in relation to training.

**350 - Program of Activities Followed**

**Not In Compliance**

**922 KAR 2:120. Section 2. Child Care Services.**

- (4) The child-care center shall provide a daily planned program:**
- (a) Posted in writing in a conspicuous location with each age group and followed;**
  - (b) Of activities that are individualized and developmentally appropriate for each child served;**
  - (c) That provides experience to promote the individual child's physical, emotional, social, and intellectual growth and well-being; and**
  - (d) That offers a variety of creative activities including the following:**
    - 1. Art;**
    - 2. Music;**
    - 3. Dramatic play;**
    - 4. Stories and books;**
    - 5. Science;**
    - 6. Block building;**
    - 7. Tactile activity;**
    - 8. Culture;**
    - 9. Indoor or outdoor play in which a child makes use of both small and large muscles;**
    - 10. A balance of active and quiet play, including group and individual activity;**
    - 11. An opportunity for a child to:**
      - a. Have some free choice of activities;**
      - b. If desired, play apart from the group at times;**

**Findings:**

General: Based on observation and interview, the surveyor found that the Lesson Plan posted in the School-age Classroom was dated for 1/30/17 - 2/3/17; therefore, it was not a current Lesson Plan. Upon interview, the Director confirmed that children would be present in the School-age Classroom that afternoon.

**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 and interview, the surveyor found an unlocked storage closet in the Two's Classroom contained loose trash bags, a broom/dust pan sitting on the floor, and a staff member's can of Coca Cola. Upon interview, the staff member stated that the closet remains unlocked; therefore, the items were accessible to children.

**500 - Building Requirements**

**Not In Compliance**

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

- (5) The building shall be constructed to ensure the:**
- (a) Building is:**
    - 1. Dry;**
    - 2. Adequately heated;**
    - 3. Ventilated; and**
    - 4. Well lit, including clean light fixtures that are:**
      - a. In good repair in all areas; and**
      - b. Shielded or have shattered proof bulbs installed; and**
  - (b) Following are protected:**
    - 1. Windows;**
    - 2. Doors;**
    - 3. Stoves;**
    - 4. Heaters;**
    - 5. Furnaces;**
    - 6. Pipes; and**
    - 7. Stairs.**

**Findings:**

General: Based on observation and interview, the surveyor found a gap of approximately a half (1/2) inch to one (1) inch between the double doors in the Pre-school Classroom that was not protected, thus allowing cold air, possibly rain, and vermin to enter the building. Upon interview, the Director stated that she was aware of the the issue.

Inspection Report

520 - Floors, Walls, Ceilings

Not In Compliance

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

(9) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned.

Findings:

General: Based on observation and interview, the following were found:

1. The School-age Room contained various areas where the paint was peeling away from the wall. Upon interview, the director acknowledged she was aware of the peeling paint.
2. There were multiple ceiling tiles in the School-age Room that contained brown stains that appeared to be the result of a leak. The Director stated she was not aware of there ever being a leak in the School-age Room.
3. The floor vent underneath the window in the One's Classroom was broken and cracked creating sharp edges accessible to the children. Staff stated that they were not aware of the damaged floor vent or how long it had been damaged.

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 and interview, the surveyor found that the ventilation fan located in the restroom at the end of the hallway contained a thick coating of dust, thus preventing it from effectively ventilating the restroom. Upon interview, the director was not aware of the dust accumulation on the ventilation fan.

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 and interview, the surveyor found that the diaper changing mat located in the Two's Classroom contained a tear; therefore, it could not be properly sanitized. Upon interview, the director was not aware of the tear in the diaper changing mat.

First Aid/Medication

In Compliance

Outdoor Play Area

Not In Compliance

685 - Playground Clean

Not In Compliance

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

(20) An outdoor play area shall be:

- (c) Free from:
  1. Litter;
  2. Glass;
  3. Rubbish; and
  4. Flammable materials;

Findings:

General: Based on observation and interview, the surveyor found that the playground was not free from litter or rubbish as there was a significant amount of litter along the inside border of the playground fence. The director stated they have had an issue with litter and rubbish blowing onto the playground from outside the fence.

Inspection Report

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 and interview, the surveyor found the following:

- 1. The black top was visible through the mulch under the yellow slide.
  - 2. The school bus climber did not have a protective surface under it as it was sitting on a black top surface.
  - 3. The back of the school bus climber was up against the fence; therefore, it did not have a fall zone equal to the height of the equipment.
  - 4. The tractor climber did not have a protective surface under it as it was sitting on a black top surface.
- Upon interview, the Director was not aware of the issues relating to the protective surface or lack of appropriate fall zone.

Equipment

Not In Compliance

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 and interview, the surveyor found that a child size vinyl chair located in the Pre-school Classroom contained multiple small tears in the vinyl; therefore, it was not in good repair. Staff stated they were aware of the chair's condition.

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 and interview, the surveyor found that two (2) tricycles located on the playground were missing the plastic pedals leaving only the metal peg exposed; therefore, the tricycles were not in good repair. Upon interview, the director was not aware of the missing pedals.

Transportation

Not Applicable

Food Service

In Compliance

Children's Records

In Compliance

**Inspection Report**

**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 following was found:

1. An employee (DOH: 3/16/09) file presented for review did not contain a professional development plan.
  2. An employee (DOH: 3/9/09) file presented for review contained the most recent professional development plan dated January 2016; therefore, the plan had not been updated annually as required.
  3. An employee (DOH: 3/1/12) file presented for review contained the most recent professional development plan dated January 2016; therefore, the plan had not been updated annually as required.
  4. A substitute (DOH: 1/4/15) file presented for review did not contain a professional development plan.
  5. An employee (DOH: 5/13/15) file presented for review contained the most recent professional development plan dated January 2016; therefore, the plan had not been updated annually as required.
  6. A substitute (DOH: 11/2/15) file presented for review contained the most recent professional development plan dated January 2016; therefore, the plan had not been updated annually as required.
- The director stated she thought everyone was up to date in regards to the professional development plans with the exception of one substitute (DOH: 1/4/15) who was on maternity leave.

**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 observation and interview, the surveyor found that the Children's/Parent's Rights were not posted in the center. Upon interview, the director stated she thought they were posted but she could not locate where they were posted during the survey.

**Animals**

**In Compliance**

Signature of Provider/Representative

Title

Date