



**Andy Beshear**  
GOVERNOR

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

**Eric Friedlander**  
SECRETARY

**Melissa A. Moore, Director**  
Division of Regulated Child Care  
Southern Branch  
116 Commerce Ave  
London, KY 40744

**Adam Mather**  
INSPECTOR GENERAL

Phone: (606) 330-2030 Fax: (606) 330-2056  
<https://chfs.ky.gov/agencies/os/oig>

**Inspection Report**

<b>Provider Name:</b> Little Lambs Learning Center	<b>Provider Information</b>	<b>CLR No:</b> L358955
<b>Provider Address:</b> 912 Russell Road, Columbia, KY, 42728, 1036	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 69
<b>Owner(s):</b> Little Lambs Learning Center Limited Liability Company		<b>Director(s):</b> Sheppard, Joyce Lee

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 306687
<b>Date Initiated:</b> 05/10/2021 10:15 AM	<b>Date Concluded:</b> 05/10/2021 12:30 PM	
	<b>No. of Children Present:</b> 33	

<b>Inspection Report</b>	
<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>In Compliance</b>
<b>Director Requirements</b>	<b>Not In Compliance</b>
<b>345 - Staff Evaluation</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b>	
<b>(1) A director shall:</b>	
<b>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</b>	
<b>Findings:</b>	
General: Based on review of documentation, the surveyor was presented with the following:	
1. The staff member's (DOH:9/26/19) file did not contain an evaluation.	
2. The staff member's (DOH:1/2/19) file did not contain an evaluation.	
3. The staff member's (DOH:4/24/18) file did not contain an evaluation.	
4. The staff member's (DOH:11/13/19) file did not contain an evaluation.	
Staff stated that she would make sure all staff have evaluations in their file.	
<b>Employee Records</b>	<b>In Compliance</b>

Inspection Report

Programming

Not In Compliance

420 - 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) Unless the child-care center is a before- or after-school program that operates part day or less, that offers a variety of creative activities including:

- 1. Art or music;
- 2. Math or numbers;
- 3. Dramatic play;
- 4. Stories and books;
- 5. Science or nature;
- 6. Block building or stacking;
- 7. Tactile or sensory activity;
- 8. Multi-cultural exposure;
- 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, the surveyor found the following:

- 1. In the Two Year Old Classroom, the lesson plan posted was dated July 13th-17th.
- 2. In the Preschool 2 Classroom, there was not a lesson plan posted.

Staff stated that she would make sure lesson plans are up-to-date and are posted in all classrooms.

Premises

Not In Compliance

650 - 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 surveyor found a yellow substance in the toilet bowl located in the boys restroom.

Staff stated she would make sure staff checks the restroom after each use.

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

Food Service/Food Program

In Compliance

Food Service

In Compliance

**Inspection Report**

**Children's Records**

**Not In Compliance**

**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, the surveyor was presented with a child's (DOE:9/25/19) file that did not list a family physician or a contact number for the physician.

Staff stated that she would have the guardian list the family physician's name and contact number in the child's file.

**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 observation, the surveyor was presented with the following:

- 1. The staff member's (DOH:9/26/19) file did not contain a Professional Development Plan.
- 2. The staff member's (DOH:1/2/19) file did not contain a Professional Development Plan.
- 3. The staff member's (DOH:4/24/18) file did not contain a Professional Development Plan.
- 4. The staff member's (DOH:11/13/19) file did not contain a Professional Development Plan.

During interview, staff stated that she would make sure all staff have a Professional Development Plan in their file.

**Posted Documentation**

**In Compliance**

**Animals**

**In Compliance**

**Emergency Regulation**

**In Compliance**

Signature of Provider/Representative

Title

Date