



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
Northern Branch
908 W. Broadway, 10-W
Louisville, KY 40203

Adam Mather
INSPECTOR GENERAL

Phone: (502) 595-5781 Fax: (502) 595-5773
<https://chfs.ky.gov/agencies/os/oig>

Inspection Report

Provider Name: Dorman Preschool Center	Provider Information	CLR No: L350717
Provider Address: 719 Burks Branch Road, Shelbyville, KY, 40065	Provider Type: LICENSED TYPE I	Capacity: 49
Owner(s): Dorman Pre-school Center, Inc.		Director(s): Kilburn, Whitney Noel

Inspection Type: Renewal Application	Inspection Information	Inspection No: 291642
Date Initiated: 11/18/2019 9:00 AM	Date Concluded: 11/18/2019 12:00 PM	
	No. of Children Present: 37	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance

350 - Health, Safety, Comfort **Not In Compliance**

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.
(1) A director shall:
(l) Assure 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 revealed the kitchen is immediately adjacent to a classroom known as the Owls. However, there is no door or any type of barrier to prevent the kitchen from being directly accessible to children in the room.

Employee Records **Not In Compliance**

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 ½) 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 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.

Findings:

General: Based on review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements.

1) The child care center did not produce verification from the Early Care and Education Training Records Information System (ECE-TRIS) that two (2) staff members with hire dates of 8/27/18 and 11/13/18 received fifteen (15) hours of annual cabinet approved early care and education training.

2) In addition, the child care center did not produce ECE-TRIS verification that there were six (6) hours of cabinet-approved orientation for the staff member hired as of 11/13/18; and that a staff member with a hire date of 12/12/18 completed orientation training within ninety (90) days of his/her hire date.

3) Furthermore, the child care center did not produce ECE-TRIS verification that two (2) staff members with hire dates of 8/27/18 and 11/13/18 had completed their respective pediatric abusive head trauma (PAHT) training.

Inspection Report

**Programming
Premises**

**In Compliance
Not In Compliance**

520 - Inaccessible Items

Not In Compliance

922 KAR 2:120. Section 3. General Requirements.
(7) The following shall be inaccessible to a child in care:
(a) Toxic cleaning supplies, poisons, and insecticides;
(b) Matches, cigarettes, lighters, and flammable liquids; and
(c) Personal belongings and medications of staff.

Findings:

General: Based on observation, the child care center failed to comply with regulatory requirements regarding premises, specifically inaccessible items.

- 1) The gross motor area had a hand sanitizer bottle that was labeled "keep of out reach of children" on the counter, accessible to children.
- 2) In addition, plastic bags located in an unlocked cabinet under the sink in the "Girls" bathroom were accessible to children.
- 3) Furthermore, a spray bottle of bleach located in the "Boys" bathroom was stored on the wall adjacent to the paper towel dispenser, accessible to children.

Hygienic Practices	In Compliance
First Aid/Medication	In Compliance
Outdoor Play Area	In Compliance
Equipment	In Compliance
Transportation	In Compliance
Food Service/Food Program	In Compliance
Food Service	In Compliance
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 observation and review of documentation, the child care center failed to maintain children's records in accordance with regulations.

- 1) Review of ten (10) children's files revealed that five (5) children with enrollment dates of 7/16/18, 6/11/19, 9/24/19, 9/30/19 and 9/30/19 did not have a preferred specific hospital listing – the listing read "nearest hospital" which is not acceptable with regard to the regulation.
- 2) In addition, one child with an enrollment date of 2/21/18 did not have a preferred specific hospital listing – the listing read "nearest hospital" and failed to have any authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence.

Written Documentation	In Compliance
Posted Documentation	Not In Compliance

1215 - Daily Activities

Not In Compliance

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.
(1) 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 observation, the child care center failed to post documentation in accordance with regulations. On the date of survey, the following rooms did not have a current, daily schedule: 1) Foxes, 2) Fawns, 3) Owls and 4) Daffodils. In addition, the Coyote room daily schedule was dated for 11/11/19 as opposed to the current week of 11/18/19.

Animals **In Compliance**

Signature of Provider/Representative

Title

Date