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Inspection Report

Provider Name: Campus Kids Early Learning Center	Provider Information	CLR No: L359235
Provider Address: 1165 Centre Parkway #225, Lexington, KY, 40517	Provider Type: LICENSED TYPE I	Capacity: 66
Owner(s): Employment Solutions, Inc.		Director(s): Kelly, Ruth Ann

Inspection Type: Renewal Application	Inspection Information	Inspection No: 218787
Date Initiated: 02/20/2017 8:20 AM	Date Concluded: 02/20/2017 11:45 AM	
	No. of Children Present: 28	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
75 - Liability Insurance	Not In Compliance
922 KAR 2:090. Section 6. License Issuance. (11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall: (d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;	
Findings: General: Based on Review of Documentation and interview, this regulatory requirement was not met. At the time of the survey, it was found that there was no documentation of current liability insurance at the facility. The staff person in charge stated that she did not know where this documentation was located.	
100 - Plan of Correction/10 days	Not In Compliance
922 KAR 2:090. Section 9. Statement of Deficiency and Corrective Action Plans. (2) Except for a violation posing an immediate threat as handled in accordance with KRS 199.896(5)(c), a child-care center shall submit a written corrective action plan to the cabinet or its designee within ten (10) calendar days of receipt of the statement of deficiency to eliminate or correct the regulatory violation.	
Findings: A PLAN OF CORRECTION WAS DUE ON 07 Mar 17 AND AS OF 23 Mar 17, THE PLAN OF CORRECTION HAS NOT BEEN RECEIVED.	
Director Requirements	Not In Compliance
240 - Director Qualifications	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: (a) Be twenty-one (21) years of age; (b) Have a high school diploma, a general equivalency diploma (GED), or qualifying documentation from a comparable educational entity; (c) Not be employed in a position other than an on-site child care director, or director of multiple facilities, during the hours the child-care center is in operation;	
Findings: General: Based on Interview, this regulatory requirement was not met. An interview with staff during the visit revealed that the director is employed by the technical college located next door to the facility and teaches a child development class two (2) days a week from 1:30PM - 3:30PM. Furthermore, a letter in the director's file from the facility owner stated, "Dear Robin: This is to add the duties of the Child Care Center Director to your current position of Early Childhood Education Instructor effective September 23, 2016. Both job descriptions are enclosed". The director stated during interview that it is difficult for her to do both jobs.	

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, this regulatory requirement was not met. Six (6) staff eligible for an annual performance review did not have documentation of a review on file in the facility.

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 following was found: 1. During a tour of the two - three (2-3) year old classroom, the surveyor observed two (2) uncovered electrical outlets in the dramatic play area. 2. A small television and DVD player was observed sitting on a toy shelf in the two - three (2-3) year old classroom. These two (2) items were plugged into an electrical outlet approximately two - three (2-3) feet away and the cords were observed hanging loose. The cords were accessible to the children. 3. There were no provisions to keep the toilet tissue in the children's bathroom across from the office clean and sanitary. The roll of toilet tissue was observed sitting on the tank of the toilet.

275 - Caregiver Alone

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:

- (n) Assume that a person acting as a caregiver of a child in care shall not be left alone with a child, if the licensee has not received the results of the background checks as described in Section 3(1)(e)6 of this administrative regulation;**

Findings:

General: Based on Review of Documentation and interview, the following was found: 1. One (1) staff person (hire date: 7/5/16) did not have evidence or results of a child abuse/neglect check (CAN) on file. The staff person in charge stated that this staff person works alone with children in the infant classroom from 3:00PM - 4:00PM each day. 2. One (1) staff person (hire date: 6/20/16) did not have evidence or results of a criminal records check (CRC) on file. The staff person in charge stated that this staff person works alone with children in the two (2) year old classroom from 4:00PM - 5:30PM each day.

Employee Records

Not In Compliance

300 - Background checks/left alone

Not In Compliance

922 KAR 2:090. Section 6. License Issuance.

(5) An individual described in subsection (4) of this section shall:

- (a) Submit to background checks described in paragraph (b) of this subsection;**

- (b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:**

- 1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;**
- 2. Criminal records check required by KRS 199.896(19);**
- 3. Criminal records check for any previous state of residence if the person resided outside the state of Kentucky in the last five (5) years; and**
- 4. An address check of the Sex Offender Registry; and**

- (c) Not be left alone in the presence of a child until copies of the background checks in accordance with paragraph (b) of this subsection have been received by the licensee.**

Findings:

General: Based on Review of Documentation and interview, the following was found: 1. One (1) staff person (hire date: 7/5/16) did not have evidence or results of a child abuse/neglect check (CAN) on file. The staff person in charge stated that this staff person works alone with children in the infant classroom from 3:00PM - 4:00PM each day. 2. One (1) staff person (hire date: 6/20/16) did not have evidence or results of a criminal records check (CRC) on file. The staff person in charge stated that this staff person works alone with children in the two (2) year old classroom from 4:00PM - 5:30PM each day. 3. One (1) staff person (hire date: 11/21/16) had a signed CAN check application in her file; however, the results had not been obtained. This same staff person had a CRC that was submitted for processing on 12/1/16; therefore, it was not submitted within the required timeframe. 4. One (1) staff person (hire date: 9/25/16) had a CAN check dated 10/4/16 and a CRC dated 10/10/16. 5. One (1) staff person (hire date: 8/24/16) had a CAN check dated 11/14/16 and a CRC dated 11/14/16. 6. One (1) staff person (hire date: 1/8/17) had a CAN check dated 1/23/17 and a CRC dated 2/1/17. 7. One (1) staff person (hire date: 2/6/17) had a CAN check dated 2/17/17. 8. One (1) staff person (hire date: 5/16/16) had a CAN check dated 1/10/17 and a CRC dated 11/14/16. 9. One (1) staff person (hire date: 3/14/16) had a CRC dated 4/22/16. 10. One (1) staff person (hire date: 1/17/17) had a CRC dated 2/1/17. This same staff person had Alabama listed as a previous address. The staff person in charge stated that she has not submitted an out of state background check for this employee.

315 - Educational Requirements

Not In Compliance

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

(1) Child-care center staff:

- (a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:**

- 1. High school diploma;**
- 2. GED or qualifying documentation from a comparable educational entity; or**
- 3. Commonwealth Child Care Credential as described in 922 KAR 2:250;**

Findings:

General: Based on Review of Documentation, this regulatory requirement was not met. Six (6) staff (hire dates: 7/5/16, 8/24/16, 1/8/17, 2/6/17, 5/16/16 and 3/14/16) did not have educational documentation on file.

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, the following was found:

1. Two (2) staff files (hire dates: 7/1/10 and 8/6/14) contained results of negative T.B. tests that are no longer current. The tests were dated 8/24/08 and 9/5/08 which exceeds the two (2) year time frame.
2. Two (2) staff (hire dates: 2/6/17 and 3/14/16) did not have T.B. documentation on file.
3. Five (5) staff did not have evidence of a negative TB skin test or physician's statement documenting he/she was free from tuberculosis prior to employment. The first staff person was hired on 9/25/16; however, did not have a TB skin test until 10/17/16. The second staff person was hired on 11/21/16; however, did not have a TB skin test until 12/5/16. The third staff person was hired on 8/24/16; however, did not have a TB skin test until 8/29/16. The fourth staff person was hired on 1/8/17; however, did not have a TB skin test until 2/6/17. The fifth staff person was hired on 6/20/16; however, did not have a TB skin test until 6/24/16.

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 the Training Records Information System (TRIS), the following was found:

1. Three (3) staff files (hire dates: 7/5/16, 11/21/16 and 3/28/16) did not contain evidence of the six (6) hours of cabinet-approved training being completed within the first three (3) months of employment.
2. Four (4) staff files (hire dates: 8/17/15, 8/31/15, 8/15/15 and 2/14/14) did not contain evidence of the pediatric abusive head trauma training class being completed within the required time frame.
3. Three (3) staff files (hire dates: 8/17/15, 2/14/14 and 7/1/10) did not contain the required fifteen (15) hours of training.

Programming

In Compliance

Premises

Not In Compliance

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, this regulatory requirement was not met. An exterior concrete wall on the playground contained a large area of peeling paint that was accessible to the children.

Hygienic Practices

Not In Compliance

595 - Child Personal Care/Handwashing

Not In Compliance

922 KAR 2:120. Section 3. General Requirements.**(4) A child shall:**

- (a) Be helped with personal care and cleanliness based upon their developmental skills; and**
- (b) Wash his or her hands with liquid soap and warm running water:**
 - 1. a. Upon arrival at the center; or**
 - b. Within thirty (30) minutes of arrival for school-age children;**
 - 2. Before and after eating or handling food;**
 - 3. After toileting or diaper change;**
 - 4. After handling animals;**
 - 5. After wiping or blowing nose;**
 - 6. After touching items soiled with body fluids or wastes; and**
 - 7. After outdoor or indoor play time.**

Findings:

General: Based on Observation and interview, this regulatory requirement was not met. During a tour of the facility the surveyor observed a group of six (6) children (two (2) - three (3) year olds) eating breakfast in their classroom. The surveyor toured this classroom a few minutes later and found that children had finished eating and were observed playing with toys in the room. The surveyor asked the staff working in classroom to describe hand washing procedures. The staff person stated that the portable sink in the classroom was not working because the tube that leads from the water tank to the faucet was broken. Therefore, the children's hands were not washed after eating breakfast.

Inspection Report**First Aid/Medication****Not In Compliance****655 - First Aid Supplies****Not In Compliance****922 KAR 2:120. Section 7. First Aid and Medicine.****(1) First aid supplies shall:**

- (a) Be available to provide prompt and proper first aid treatment;**
- (b) Be stored out of reach of a child;**
- (c) Be periodically inventoried to ensure the supplies are current;**
- (d) If reusable, be:**
 - 1. Sanitized; and**
 - 2. Maintained in a sanitary manner; and**
- (e) Include:**
 - 1. Liquid soap;**
 - 2. Adhesive bandages;**
 - 3. Sterile gauze;**
 - 4. Medical tape;**
 - 5. Scissors;**
 - 6. A thermometer;**
 - 7. Flashlight;**
 - 8. Cold pack;**
 - 9. First aid book;**
 - 10. Disposable gloves; and**
 - 11. A cardiopulmonary resuscitation mouthpiece protector.**

Findings:

General: Based on Observation and interview, this regulatory requirement was not met. An inspection of the facility's first aid kit found that it did not contain a CPR mouthpiece or a flashlight. The staff person in charge acknowledged this finding during the visit.

670 - Medication**Not In Compliance****922 KAR 2:120. Section 7. First Aid and Medicine.****(6) Medication, including refrigerated medication, shall be:**

- (a) Stored in a separate and locked place, out of the reach of a child;**
- (b) Kept in the original bottle; and**
- (c) Properly labeled.**

(7) Medication shall not be given to a child if the expiration date on the bottle has passed.**Findings:**

General: Based on Observation, this regulatory requirement was not met. An inspection of the facility first aid kit found small packets of Neosporin antibiotic ointment and small packets of Motrin pain medication. The first aid kit was not stored in a locked area; therefore, the medications were not being stored properly.

Outdoor Play Area**Not In Compliance****690 - Playground Conditions****Not In Compliance****922 KAR 2:120. Section 4. Premises Requirements.****(20) An outdoor play area shall be:**

- (d) Safe from foreseeable hazard;**
- (e) Well drained;**
- (f) Well maintained;**
- (g) In good repair; and**
- (h) Visible to staff at all times.**

Findings:

General: Based on Observation and interview, this regulatory requirement was not met. A large playground structure was observed lying in several pieces in the corner of the playground. This created a safety hazard due to the large pieces being unstable and metal pipes were exposed. The staff person in charge stated that the pieces had been placed there several weeks ago and indicated that she did not know a date of when the structure would be installed.

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 following was found:

1. During a tour of the two - three (2-3) year old classroom, an interview with the staff person working in the classroom revealed that the portable sink positioned next to the diaper changing table was not working. The staff person stated that the tube that leads from the water tank to the faucet was broken. The staff person in charge stated that she is in process of getting the sink repaired.
2. A wooden dramatic play cabinet in the two - three (2-3) year old classroom had a broken cabinet door. The hinge was broken; therefore, the cabinet door was hanging loose.
3. A tour of the children's bathroom located across the hall from the office found that the soap dispenser mounted on the wall was broken. It was missing the plastic cover.

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 during a tour of the outdoor playground, the following was found: 1. A large Little Tykes tree play structure was observed lying on it's side and in dis-repair. It appeared as though the main "tree" structure was broken at the base. The staff person in charge stated that the playground had recently been vandalized. 2. A blue sensory table on the playground was observed in dis-repair. One side was broken and hanging down towards the ground.

Transportation

Not Applicable

Food Service

In Compliance

Children's Records

Not In Compliance

1070 - Immunization

Not 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;**

Findings:

General: Based on Review of Documentation, this regulatory requirement was not met. Two (2) children (enrollment dates: 3/28/16 and 2/11/14) had immunization certificates that were no longer current as of 12/1/16 and 9/25/16.

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, this regulatory requirement was not met. One (1) child that was identified as being enrolled at the facility did not have enrollment paperwork on file; therefore, none of the required information had been obtained. The only documentation that the child had on file at the facility was an immunization certificate. The staff person in charge identified the child as her nine (9) month old grandchild and stated that the child has been attending approximatley two (2) days a week since December 2016.

1080 - Documentation for Off Premise Trip

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(b) A written record for each child:

3. To contain:

- g. A permission form for each trip off the premises signed by the child's parent in accordance with 922 KAR 2:120, Section 12;**

Findings:

General: Based on Observation and interview, this regulatory requirement was not met. The surveyor observed the preschool children playing on playground equipment at a public park located directly behind the facility during the visit. The staff person in charge acknowledged this during the visit and stated that the facility sometimes takes children on walks around the area. The staff person in charge did not have permission forms signed by the parents for these activities.

Inspection Report

Written Documentation

Not In Compliance

1085 - Evacuation Plan

Not In Compliance

922 KAR 2:090. Section 5. Evacuation Plan.

(1) A licensed child-care center shall have a written evacuation plan in the event of a fire, natural disaster, or other threatening situation that may pose a health or safety hazard for a child in care in accordance with KRS 199.895.

Findings:

General: Based on Review of Documentation and interview, this regulatory requirement was not met. The surveyor found that the facility has yet to establish their emergency preparedness plan according to KRS 199.895. The staff person in charge stated that she was not aware of this regulatory requirement.

1100 - Staff Schedule

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(d) A written schedule of staff working hours;

Findings:

General: Based on Review of Documentation and interview, this regulatory requirement was not met. At the time of the survey, there was not a written schedule for the staff. The staff person in charge stated that she did not have a written schedule of staff working hours.

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, this regulatory requirement was not met. Four (4) staff did not have evidence of a current staff professional development plan on file in the facility.

1115 - Earthquake/Tornado Drills

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;

Findings:

General: Based on Review of Documentation, this regulatory requirement was not met. At the time of the survey it was found that there was no record of quarterly earthquake and tornado drills conducted by the facility.

1120 - Fire Drills

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;

Findings:

General: Based on Review of Documentation, this regulatory requirement was not met. At the time of the survey it was found that there was no record of fire drills conducted by the facility.

1135 - Orientation Procedure

Not In Compliance

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

(3)(b) The program shall include:

2. Written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member.

Findings:

General: Based on Review of Documentation and interview, this regulatory requirement was not met. At the time of survey, it was found that the facility did not have a written policy regarding the implementation of procedures taught at orientation training. The staff person in charge stated that she did not have such a policy.

1140 - Fire Drills

Not In Compliance

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

(12) A fire drill shall be conducted during hours of operation:

(a) At least monthly; and

(b) Documented.

Findings:

General: Based on Review of Documentation, this regulatory requirement was not met. At the time of the survey it was found that there was no record of fire drills conducted by the facility.

Inspection Report

1145 - Earthquake/Tornado Drills

Not In Compliance

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

(13) An earthquake drill and a tornado drill shall be conducted during hours of operation:

- (a) At least quarterly; and
- (b) Documented.

Findings:

General: Based on Review of Documentation, this regulatory requirement was not met. At the time of the survey it was found that there was no record of quarterly earthquake and tornado drills conducted by the facility.

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 following was found: 1. The statement of deficiencies and plan of correction from the 2/24/16 relicensure inspection was not posted. The staff person in charge stated that she did not have a copy of this inspection report. 2. Information on the Kentucky Consumer Product Safety Program and the program's website was not posted.

1170 - Diapering/Handwashing

Not In Compliance

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

(9) The proper methods of diapering and hand-washing shall be posted at each diaper changing area.

Findings:

General: Based on Observation, this regulatory requirement was not met. The facility had proper methods for hand washing posted next to the diaper changing table in the two - three (2-3) year old classroom; however, did not have diaper changing methods posted.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date