Andy Beshear

GOVERNOR



CABINET FOR HEALTH AND FAMILY SERVICES OFFICE OF INSPECTOR GENERAL

Melissa A. Moore, Director

Division of Regulated Child Care Western Branch 901 B South Main Street Hopkinsville, KY 42240 Phone: (270) 889-6052 Fax: (270) 889-6089 https://chfs.ky.gov/agencies/os/oig Eric Friedlander SECRETARY

Adam Mather INSPECTOR GENERAL

Inspection Report

	Provider Information	
Provider Name: Stepping Stones Learning Center	Provider Type: LICENSED TYPE I	License No: L355394
Provider Address: 212 East Water Street, Mayfield, KY, 42066	3	Capacity: 99
Owner(s): STEPPING STONES LEARNING CENTER	, INC.	Director(s): Ivan, Christy
Inspection Information		
Inspection Type: Renewal Application		Inspection No: 12071
Visit Start Date: 09/19/2012 9:30 AM	Visit End Date: 09/19/2012 1:20 PM	
	No. of Children Present: 38	
	Inspection Report	
	Supervision	

167 - Children supervised/Protected

922 KAR 2:120 - Section 2 (3)

(a) Each center shall maintain a child care program that assures each child will be: 1. Provided adequate supervision at all times; and 2. Protected from abuse or neglect.

1) Adequately supervised at all times

2) Protected from abuse/neglect

186 - Activity Areas/Equipment/Materials

922 KAR 2:120 - Section 3

(2) Activity areas, equipment, and materials shall be arranged so that the child's activity can be given adequate supervision by staff.

232 - Supply Storage

922 KAR 2:120 - Section 4

(28) Supplies shall be stored so that the adult can reach them without leaving the child unattended.

Staffing Requirements

117 - Cooking/Cleaning Staffing

922 KAR 2:110 - Section 4 (1)
(k) Assure that additional staff are available during cooking and cleaning hours, if necessary, to maintain staff-to-child ratios pursuant to 922 KAR
2:120;
1) Cooking In Compliance

2) Cleaning

Cabinet For Health and Family Services Web site: http://chfs.ky.gov/

Kentuck

In Compliance

In Compliance

In Compliance

In Compliance

Inspection Report	
135 - Adequate Adults/Qualified Staff	
922 KAR 2:110 - Section 5	
(10) The minimum number of adult workers in a child-care center shall be sufficient to ensure that:	
(a) Minimum staff-to-child ratios in accordance with 922 KAR 2:120 are followed;	
(b) Each staff person under eighteen (18) years of age and each student trainee are under the direct supervision of a qualified staff per	erson who
meets the requirements of this section; and (c) Unless providing care with a qualified staff person, a person under the age of eighteen (18) shall not be counted as staff for the sta	aff-to-child
ratio.	
1) Ratio Compliance	In Compliance
2) Under 18 directly supervised	In Compliance
162 - Ratios and Group Size	In Compliance
922 KAR 2:120 - Section 2	
(2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows:	
Age of Children Ratio Maximum Group	
Size*	
Infant 1 staff for 5 children 10	
Toddler 1 staff for 6 children 12	
2 to 3 years 1 staff for 10 children 20 3 to 4 years 1 staff for 12 children 24	
4 to 5 years 1 staff for 14 children 28	
5 to 7 years 1 staff for 15 children 30	
7 and older 1 staff for 25 children	
(for before and after school) 30 1 staff for 20 children	
(full day of care) 30	
*Maximum Group Size shall be applicable only to Type I centers.	
163 - Defined Groups	
922 KAR 2:120 - Section 2 (2)	
(a) In a Type I center, a group size shall:	
 Be separately maintained in a defined area unique to the group; and Have specific staff assigned to, and responsible for, the group. 	
	In Comuliance
	In Compliance
	In Compliance
	In Compliance
922 KAR 2:120 - Section 2 (d) If a child related to the director, employee, or person under the supervision of the licensee is receiving care in the center, the child	shall be
included in the staff-to-child ratio.	shan be
General Administration	
23 - Qualify and Maintain a License	
922 KAR 2:090 - Section 5	
(8) To qualify for and maintain a license, a child-care center shall:	
(a) Provide written documentation from the local authority showing compliance with local zoning requirements;	
 (b) Be approved by the Office of the State Fire Marshal or designee; (c) Have an approved water and sewage system in accordance with local, county, and state laws; 	
(d) Have adequate equipment, supplies, and staff to serve initial enrollment of children;	
(e) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;	
(f) Comply with provisions of this administrative regulation, 922 KAR 2:110, and 922 KAR 2:120;	
(g) Cooperate with the state agency during an investigation of an alleged complaint, including an allegation of child abuse or neglect KRS 620.030(3); and	pursuant to
(h) Have a director who meets the requirements listed in 922 KAR 2:110.	
1) Zoning	In Compliance
2) Fire Marshal	In Compliance
3) Water/Sewage	In Compliance
4) Equipment/Supplies/Staff	In Compliance
	In Compliance
	In Compliance
	-
7) Cooperate with State	In Compliance

8) Have Director



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inspection Report	
24 - Denied Access	In Compliance
922 KAR 2:090 - Section 5 (9) A child-care center shall allow the cabinet or its designee and parent of an enrolled child unannounced access to the child-car the hours of operation.	re center during
41 - Immediate Threat	In Compliance
922 KAR 2:090 - Section 8	
(8) A statement of deficiency that poses an immediate threat to the health, safety, or welfare of a child shall be corrected within the days of notification in accordance with KRS 199.896(5)(c).	five (5) working
47 - Report to Licensee	
 922 KAR 2:090 - Section 10 (4) A director, employee, volunteer, any person with supervisory or disciplinary control over, or having direct contact with, a child sh the licensee if: (a) Convicted of a violent crime or sex crime defined by KRS 17.165(1) through (3); (b) The subject of a cabinet child abuse or neglect investigation; or 	
(c) Found by the cabinet or a court to have abused or neglected a child.	la Compliance
1) Violent/Sex Crime Conviction	In Compliance
2) Child Abuse/Neglect Investigation	In Compliance
3) Substantiation of Abuse/Neglect	In Compliance
48 - Failure to Report to Cabinet	In Compliance
922 KAR 2:090 - Section 10 (5) Each licensee shall report to the cabinet or its designee if the licensee, director, employee, volunteer, or another person who s background check meets a criterion of subsection (4) of this section.	submitted to a
52 - Interference/Denied Access	
 922 KAR 2:090 - Section 10 (9) A child-care center's license shall be revoked if: (a) A representative of the center interferes with a cabinet representative's ability to perform an official duty; or (b) A cabinet representative or parent is denied access to: A child; or The child-care center. 	
1) Center representative interferes with Cabinet/Official duty	In Compliance
2) Cabinet representative denied access to child	In Compliance
3) Cabinet representative denied access to center	In Compliance
4) Parent denied access to child	In Compliance
5) Parent denied access to center	In Compliance
89 - Licensee responsibility	
922 KAR 2:110 - Section 2 General. (1) A licensee shall be responsible for the operation of the child-care center pursuant to this a regulation, 922 KAR 2:090, and 922 KAR 2:120.	dministrative
1) 922 KAR 2:090	In Compliance
2) 922 KAR 2:110	In Compliance
3) 922 KAR 2:120	In Compliance
91 - Confidential Information	Not In Compliance
922 KAR 2:110 - Section 2 (3) Information concerning a child or the child's parent shall be kept in strict confidence by child-care center staff, except as othe by law.	erwise required
Findings:	
General: Based on review of documentation, two (2) children's allergy information was posted on the refrigerator in the infants' classroom, available for public	inspection.
92 - Volunteer/Board Member Compliance	Not Applicable
922 KAR 2:110 - Section 2 (4) A volunteer or board member shall comply with the policies and procedures of the child-care center.	
94 - Resident Interference	Not Applicable
922 KAR 2:110 - Section 2 (6) An activity of a person living in a child-care center that is a dwelling unit shall not interfere with the child-care center program	

Kentucky

130 - Staff in charge in Director's absence In Compliance 922 FAR 2:110 - Section 5 (5) One (1) addit staff person shall be designated as being in charge. If the director is not present in the child-care center, the designated staff person in charge shall carry out the duties of the director. 130 - Controlled Substance/Alcohol 11 922 FAR 2:110 - Section 5 (1) Except for medication prescribed by a physician, a controlled substance or alcohol use shall not be permitted on the premises during hours of operation. 1 Controlled Substance In Compliance 2) Alcohol In Compliance 327 - Staff wake on Duty In Compliance 922 FAR 2:110 - Section 5 (1) Controlled Substance 923 Alcohol In Compliance 924 CAR 2:110 - Section 5 In Compliance 924 CAR 2:110 - Section 5 (1) Controlled Substance 924 CAR 2:110 - Section 5 (1) Controlled Substance 924 CAR 2:110 - Section 5 In Compliance 924 CAR 2:110 - Section 5 (1) Controlled Substance 921 Cark 2:110 - Section 5 In Compliance 922 CAR 2:110 - Section 5 (1) Controlled Substance on the proteon shall readult share on the proteon shall readult share on the proteon shall readult share on the contor: 921 CAR 2:110 - Section 5 (1) Controlled Substance on the prote	Inspection Report	
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2) CAN in Compliance 130 - Staff in charge in Director's absence In Compliance 130 - Staff in Charge in Director's absence In Compliance 130 - Staff in Charge in Director's absence In Compliance 130 - Staff in Charge in Director's absence In Compliance 130 - Controlled Substance-Alcohol In Compliance 131 - Staff Awake on Duty In Compliance 131 - Staff Awake on Duty In Compliance 132 - Akar 2:110 - Section 5 In Compliance 131 - Staff Awake on Duty In Compliance 132 - Akar 2:110 - Section 5 In Compliance 132 - Akar 2:110 - Section 5 In Compliance 133 - Controlled Substance In Compliance 134 - Control 5 In Compliance 1352 - KAR 2:110 - Section 5 In Compliance 1362 - Controlled Substance In Compliance 137 - Staff Awake on Duty In Compliance 1382 - KAR 2:110 - Section 5 In Compliance 1392 - Cake 1:10 - Section 5 In Compliance 130 - Control 4 abut residing at a child-care center, the results of the following shall be maintained on file at the center: (a) Complex abut results of a negative tuberculosis skin test or a negative tuberculosis sk	 (2) A child-care center shall not employ a person: (a) Convicted of a crime pursuant to KRS 17.165(5); or 	
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	1) Abuse/Neglect procedure	In Compliance

Kentucky

922 KAR 2:120 - Section 2 (11) If nortraditional hours of care are provided: (12) Including time spent in school, a child shall not be permitted to spend more than sixteen (16) hours in the child-care center during one (1) (12) A child stepring time (2) hours or more shall sizep in: (1) A child stepring time (3) hours or more shall sizep in: (1) A child stepring time (3) hours or more shall sizep in: (1) A child stepring time (3) hours or more shall sizep in: (2) A child stepring time (3) hours or more shall sizep in: (3) A child stepring time (3) hours or more shall sizep in: (4) A child stepring time (3) hours or more shall sizep in: (1) A child stepring time (3) hours or more shall sizep in: (2) Staff member per sizep room Not Applicable (3) Balanced appropriate programming Not Applicable (4) Staff remain awake Not Applicable (5) B carkfast kark Not Applicable (6) Staff shall: In compliance (14) Staff shall: If employeed by a Type I center, remain awake while on duty; or 2. If employeed by a Type I center, remain awake while on duty; or If employeed by a Typ	Inspection Report		
[11] If nontratitional hours of care are provided: (a) Including time spart in school, a child shall not be permitted to spend more than sixteen (16) hours in the child-care center during one (1) (b) A Least note (1) staff member shall be assigned responsibility for each sleeping room; (c) A child present for an extended period of time during waking hours shall receive a program of well-balanced and constructive activity geared to the child seeping three (3) hours or more shall sleep in: 1. Pajamasi or 2. A nightgowa; (d) If a child stends school from the child-care center, the child shall be offered breakfast; Not Applicable 1) No more than 16 hours Not Applicable 2) Staff member per sleep room Not Applicable 3) Balanced appropriate programming Not Applicable 4) Staff member per sleep room Not Applicable 5) Breakfast before School Not Applicable 6) Breakfast before School Not Applicable 7) Ype 1 In Compliance 84 - Staff romain awake In Compliance 84 - Staff romain awake In Compliance 82 ZAR 2:120 - Section 2 (11) In Compliance 10 Type 1 Not Applicable 84 - Staff romain awake In Compliance 82 ZAR 2:120 - Section 2 (11) In Compliance	183 - Requirements for Nontraditional care	Not Applicable	
(b) A it least one (1) staff member shall be assigned responsibility for each sleeping room; (c) A child separes to ran extended period of time during waking hours shall receive a program of well-balanced and constructive activity geared to the child's age level and developmental needs; (d) A child stephing three (3) hours or more shall sleep in: 1. Pajamas; or 2. A rightgown; (0) If a child attends school from the child-care center, the child shall be offered breakfast; 1) No more than 16 hours Not Applicable 2) Staff member per aleep room Not Applicable 3) Balanced appropriate programming Not Applicable 4) Blanced appropriate programming Not Applicable 5) Breakfast before School Not Applicable 10) Staff meania awake 10 922 KAR 2:120 - Section 2 (11) (1) (1) Staff shali: 1 1. If employed by a Type I center, remain awake until every child in care is asleep. 1) 1. Type I In Compliance 124 Staff remain awake 10 22 KAR 2:120 - Section 2 (11) (1) (1) Staff shali: 1 1. If employed by a Type I center, remain awake until every child in care is asleep. 2) 21 Type II Not Applicable 126 CAR 2:120 - Section	 (11) If nontraditional hours of care are provided: (a) Including time spent in school, a child shall not be permitted to spend more than sixteen (16) hours in the child-care center during 	j one (1)	
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922 KAR 2:120 - Section 7			
	246 - Sick Child Protocol		
 (3) If a child becomes ill while at the center: (a) The child shall be placed in a supervised area isolated from the rest of the children; (b) The parent shall be contacted immediately; and (c) Arrangements shall be made to remove the ch 	 (3) If a child becomes ill while at the center: (a) The child shall be placed in a supervised area isolated from the rest of the children; (b) The parent shall be contacted immediately; and 		
1) Supervised, isolated area In Compliance	1) Supervised, isolated area	In Compliance	
2) Parent contacted In Compliance	2) Parent contacted	In Compliance	
3) Removed as soon as possible In Compliance	3) Removed as soon as possible	In Compliance	
Director Requirements	Director Requirements		
30 - Operation instruction/Regulation copy	90 - Operation instruction/Regulation copy		

922 KAR 2:110 - Section 2

(2) Child-care center staff shall be:

(a) Instructed by the child-care center's director regarding requirements for operation; and
(b) Provided with a copy of this administrative regulation, 922 KAR 2:090, and 922 KAR 2:120.

1) Staff Instruction

Cabinet For Health and Family Services Web site: http://chfs.ky.gov/



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2) Copy of regulations	In Compliance
109 - Director Qualifications	
 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 (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 is in operation; and 	
3) Other Employment	In Compliance
110 - Regulatory Compliance	
922 KAR 2:110 - Section 4 (1) (d) Ensure compliance with 922 KAR 2:090, 922 KAR 2:120, and this administrative regulation;	
1) 922 KAR 2:090	In Compliance
2) 922 KAR 2:110	In Compliance
3) 922 KAR 2:120	In Compliance
111 - Staff Management	In Compliance
922 KAR 2:110 - Section 4 (1) (e) Manage the staff in their individual job descriptions;	
112 - Policy Development	
922 KAR 2:110 - Section 4 (1) (f) Develop child-care center plans, policies, and procedures;	
1) Plans	In Compliance
2) Policies	In Compliance
3) Procedures	In Compliance
113 - Staff Supervision	
922 KAR 2:110 - Section 4 (1) (g) Supervise staff conduct to ensure implementation of program policies and procedures;	
1) Implementation of Policy	In Compliance
2) Implementation of Procedure	In Compliance
115 - Staff Meeting Documentation	In Compliance
922 KAR 2:110 - Section 4 (1) (i) Conduct, manage, and document in writing staff meetings;	
116 - Staff Evaluation	In Compliance
922 KAR 2:110 - Section 4 (1) (j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance	-
118 - Health, Safety, Comfort	In Compliance
922 KAR 2:110 - Section 4 (1) (I) Provide for the health, safety, and comfort of each child;	
119 - Parent Notification	In Compliance
922 KAR 2:110 - Section 4 (1) (m) Notify the parent immediately of an accident or incident requiring medical treatment of a child;	
120 - No Background checks - Caregiver Alone	_
 922 KAR 2:110 - Section 4 (1) (n) Assure 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: 1. Criminal records check required by KRS 199.896(19); and 2. Child abuse or neglect check in accordance with 922 KAR 1:470; 	the results of
1) CRC	In Compliance
2) CAN	In Compliance
121 - Altered/Falsified Records	
922 KAR 2:110 - Section 4 (1) (o) Assure each mandatory record specified in Section 3 of this administrative regulation has not been altered or falsified; and	
1) Altered records	In Compliance
2) Falsified records	In Compliance

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Inspection Report	
122 - Parental/Family Involvement Activity In Comp	oliance
922 KAR 2:110 - Section 4 (1)	
(p) Coordinate at least one (1) annual activity involving parental or family participation.	
Employee Records	
17 - Submission of background checks timely/Left alone	
 922 KAR 2:090 - Section 5 (2) A director, employee, volunteer, or any person with supervisory or disciplinary control over or having direct contact with a child shall submin a background check; and (a) 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 described in 922 KAR 1:470; and 2. Criminal records check required by KRS 199.896(19); and (b) Shall not be left alone in the presence of a child if each required background check has not been completed. 	it to
1) 90 day period In Comp	liance
4) Left alone In Comp	oliance
17 - Submission of background checks timely/Left alone	
 922 KAR 2:090 - Section 5 (2) A director, employee, volunteer, or any person with supervisory or disciplinary control over or having direct contact with a child shall submit a background check; and (a) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a: Child abuse or neglect check described in 922 KAR 1:470; and Criminal records check required by KRS 199.896(19); and (b) Shall not be left alone in the presence of a child if each required background check has not been completed. 	it to
2) Child Abuse and Neglect Not In Comp	 oliance
Findings:	
General: Based on interview, two (2) staff, both hired 9/10/12, did not have proof a child abuse/neglect check was submitted.	
3) CRC Not In Comp	oliance
Findings:	
General: Based on interview and record review, three (3) staff members, two (2) hired 9/10/12, and one (1) hired 9/17/12, had no proof a criminal records check was submitted These staff members were not alone with children.	d timely.
18 - Background check/Termination Not Appl	licable
922 KAR 2:090 - Section 5 (3) Upon completion of a child abuse or neglect check or criminal records check, described in subsection (2)(a) of this section, a licensee shall discharge immediately a director, employee, volunteer, or any person: (a) Whose name is listed on the central registry established by 922 KAR 1:470; or (b) Who has been convicted of a crime defined by KRS 17.165(1) through (3). 1) Name on central registry 2) Conviction Not Apple 102 - Staff Training Record 922 KAR 2:110 - Section 3 (7) A written record of training participation for each child-care center staff person, to include:	licable
(b) Location; (c) Date; and (d) Number of clock hours completed;	
1) Training Source In Comp	
2) Location In Comp	
3) Date In Comp	
4) Clock Hours In Comp	
103 - Professional Development In Comp	liance
922 KAR 2:110 - Section 3 (8) A written annual plan for child-care staff professional development;	

Kentucky

Inspection Report		
107 - Maintenance of Background check/Out of State		
 922 KAR 2:110 - Section 3 (12) For the director, employee, volunteer, or any person with supervisory or disciplinary control over, or having direct contact with a control of the: (a) Criminal records check in accordance with KRS 17.165; (b) Child abuse and neglect check in accordance with 922 KAR 1:470; and (c) Background check from: 1. Previous state of residence, if the individual has been a resident outside of Kentucky in the previous five (5) years; or 2. Current state of residence, if other than Kentucky; 	child, results	
1) Criminal Records Check	In Compliance	
2) Child Abuse/Neglect Check	In Compliance	
3) Previous State of Residence	In Compliance	
4) Current State other than KY	In Compliance	
125 - Educational Requirements	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; 		
126 - T.B. Verification	In Compliance	
 922 KAR 2:110 - Section 5 (1) (b) Shall provide, prior to employment and every two years thereafter: 1. A statement from a health professional that the individual is free of active tuberculosis: or 2. A copy of the results of a negative tuberculin skin test. 		
128 - CPR/First Aid Coverage		
 922 KAR 2:110 - Section 5 (3) At least one (1) person on duty and present with the children shall be currently certified by a cabinet-approved training agency in the skills: (a) Infant and child cardiopulmonary resuscitation; and (b) Infant and child first aid. 	he following	
1) CPR	In Compliance	
2) First Aid	In Compliance	
131 - Adequate Substitute(s)		
922 KAR 2:110 - Section 5 (6) Child-care centers shall have available in case of need: (a) One (1) qualified substitute staff person for a Type II child-care center; or (b) Two (2) qualified substitute staff persons for a Type I child-care center		
1) Type I	In Compliance	
131 - Adequate Substitute(s)		
922 KAR 2:110 - Section 5 (6) Child-care centers shall have available in case of need: (a) One (1) qualified substitute staff person for a Type II child-care center; or (b) Two (2) qualified substitute staff persons for a Type I child-care center		
2) Type II	Not Applicable	
139 - Training		
 922 KAR 2:110 - Section 5 (14) 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 cabinet-approved child development training within the first year of employment; and (c) Fifteen (15) hours of cabinet-approved training during each subsequent year of employment. 		
1) Orientation	In Compliance	
2) 9 hours-first year	In Compliance	
3) 15 hours annually	In Compliance	

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Inspection Report		
317 - Driver requirements		
 922 KAR 2:120 - Section 12 (18) A driver of a vehicle transporting a child for a center shall: (a) Be at least twenty one (21) years old; (b) Complete the background checks as described in 922 KAR 2:110; (c) Hold a current driver's license which has not been suspended or revoked during the last five (5) years; (d) Not have had any convictions concerning vehicle operation in the past twelve (12) months; and (e) Not caused an accident which resulted in the death of a person. 		
1) Be 21 years old or over	In Compliance	
2) Background checks	In Compliance	
3) Drivers license	In Compliance	
5) No accident causing death	In Compliance	
317 - Driver requirements		
 922 KAR 2:120 - Section 12 (18) A driver of a vehicle transporting a child for a center shall: (a) Be at least twenty one (21) years old; (b) Complete the background checks as described in 922 KAR 2:110; (c) Hold a current driver's license which has not been suspended or revoked during the last five (5) years; (d) Not have had any convictions concerning vehicle operation in the past twelve (12) months; and (e) Not caused an accident which resulted in the death of a person. 		
4) No convictions for vehicle operation	Not In Compliance	
Findings:		
General: Based on review of documentation, two (2) van drivers, hired 12/29/94 and 3/31/97, had driving histories dated 12/14/09.		
Programming		
169 - Program of Activities Followed 922 KAR 2:120 - Section 2		
 922 KAR 2:120 - Section 2 (4) The child-care center shall provide a daily planned program of activities: (a) Posted in writing in a conspicuous location with each age group and followed; 		
1) Posted	In Compliance	
2) Followed	In Compliance	
170 - Individualized/Developmentally Appropriate	In Compliance	
922 KAR 2:120 - Section 2 (4) (b) Geared to the individual needs and developmental levels of each child served;		
171 - Areas of Development	In Compliance	
922 KAR 2:120 - Section 2 (4) (c) That provides experience to promote the individual child's physical, emotional, social, and intellectual growth and well-being;		
172 - Curriculum Areas		
 922 KAR 2:120 - Section 2 (4) (d) That offers a variety of creative activities including the following: Art; Music; Dramatic play; Stories and books; Science; Block building; Tactile activity; Culture; 		
1) Art	In Compliance	
2) Music	In Compliance	
3) Dramatic Play	In Compliance	
4) Stories/Books	In Compliance	
5) Science	In Compliance	
6) Blocks	In Compliance	
7) Tactile Activity	In Compliance	
8) Culture	In Compliance	



L	Inspection Report		
1	173 - Motor Skills		
	922 KAR 2:120 - Section 2 (4) (d) 9. Indoor or outdoor play in which a child makes use of both small and large muscles;		
	1) Small muscles	In Compliance	
	2) Large muscles	In Compliance	
1	74 - Balance of Activities		
	922 KAR 2:120 - Section 2 (4) (d) 10. A balance of active and quiet play, including group and individual activity;		
	1) Active Play	In Compliance	
	2) Quiet Play	In Compliance	
	3) Group	In Compliance	
	4) Individualized	In Compliance	
1	75 - Free Choice and Self Help Procedures		
	 922 KAR 2:120 - Section 2 (4) (d) 11. An opportunity for a child to: a. Have some free choice of activities; b. If desired, play apart from the group at times; and c. Practice developmentally-appropriate self-help procedures in respect to: (i) Clothing; (ii) Toileting; (iii) Hand-washing; and (iv) Eating; 		
	1) Free Choice	In Compliance	
	2) Individual Play	In Compliance	
	3) Self Help clothing	In Compliance	
	4) Self-help toileting	In Compliance	
	5) Self-help handwashing	In Compliance	
	6) Self-help eating	In Compliance	
1	76 - Electronic Viewing/Listening Devices		
	 922 KAR 2:120 - Section 2 (4) (d) 12. Use of electronic viewing and listening devices if the: a. Material is appropriate to the child using the equipment; b. Material does not include any violence, adult content viewing, or inappropriate language; c. Viewing or listening is limited to two (2) hours per day; d. Viewing or listening is discussed with parents prior to viewing or listening; and e. Viewing or listening is designed as an educational tool. 		
	1) Age Appropriate Materials	In Compliance	
	2) Appropriate Content	In Compliance	
	3) 2 hours	In Compliance	
	4) Discussed with Parents	In Compliance	
	5) Educational tool	In Compliance	
1	77 - Alternate Activity	In Compliance	
	922 KAR 2:120 - Section 2 (5) A child who does not wish to use the electronic devices during the planned program shall be offered other appropriate activities.		
1	78 - Regularity of Routine	In Compliance	
	922 KAR 2:120 - Section 2 (6) Regularity of routines shall be implemented to afford the child familiarity with the daily schedule of activity.		
1	79 - Sufficient Activity Time	In Compliance	
	922 KAR 2:120 - Section 2 (7) Sufficient time shall be allowed for an activity so that a child may progress at their own developmental rate.		

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192 MAR 2:150 - Section 2 (6) A child shall not be required to study or a prolonged period of time: (1) Outrig an activity: (2) Maile watting for an activity: (2) Maile watting for an activity: (3) Pariable meet. (4) Pariable meet. (5) Pariable meet. (6) Pariable meet. (7) Pariable meet.	Inspection Report		
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3) Punishment in Compliance 131 - School Age Care (a) Kachool Age Care (a) Kachool Age Care (a) Kachool Age Care (a) Kachool Age Care (b) Each child shall be provided in a Type I conter; and (b) Each child shall be provided a sanck after school. (b) Each child shall be provided a sanck after school. 1) Sparate area (b) Compliance transmiss, frightening, or abusive language; or (c) Discipline means (c) Compliance transmiss, frightening, or abusive language; or 1) Compared discipling provided with the transmiss, frightening or abusive language; or (c) Discipline transmiss, frightening or abusive language; or 2) Loud, profane, threatening, frightening or abusive language; or (c) Discipline transmiss, frightening or abusive language; or 3) Associated with rold In Compliance 3) Associated with rold In Compliance 4) Associated with rold In Compliance 5) Stactoric Verwing allistening devices shall only be used in the center as a part of the child's planned program of activity described Section 2/2 KAR 2/120 - Section 3 In Compliance 3) Computer equipment shall be equipped with a monitoring device which limits access by a child to items inappropriate for a child to view or abusite in a sparate in the school specific to the ended of the child's planned program 2/2 KAR 2/120 - Section 3 In Compliance 3) Computer equipment shall be equipped with a monitoring device which limits		In Compliance	
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922 KAR 2:120 - Section 3 General Requirements. (1) Electronic viewing and listening devices shall only be used in the center as a part of the child's planned program of activity described Section 2(4)(d. 1) Viewing devices In Compliance 2) Listening devices In Compliance 2) Listening devices In Compliance 802 KAR 2:120 - Section 3 (3) Computer equipment shall be equipped with a monitoring device which limits access by a child to items inappropriate for a child to view or hear. 195 - Rest Period 922 KAR 2:120 - Section 3 922 KAR 2:120 - Section 3 (11) Except for an infant, toddler, or a child who attends nontraditional hours of care, a child shall have rest periods not to exceed two (2) hours. A child who does not sleep shall be permitted to play quiety after a reasonable rest period specific to the needs of the child. 1) 2 hour limit In Compliance 1) Alternate activity In Compliance 196 - Safe Sleep Placement In Compliance 1(2) Staff in a child-care center shall follow the most current policy of the American Academy of Pediatrics, located at http://www.aap.org/, when placing a child to sleep. 234 - Infant/Toddler with older children In Compliance 1(2) Staff in a child-care center shall follow the most current policy of the American Academy of Pediatrics, located at http://www.aap.org/, when placing a child to sleep. 234 - Infant/Toddler with older children		In Compliance	
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187 - Computer Monitoring Device Not Applicable 922 KAR 2:120 - Section 3 (3) Computer equipment shall be equipped with a monitoring device which limits access by a child to items inappropriate for a child to view or hear. 195 - Rest Period 922 KAR 2:120 - Section 3 (11) Except for an infant, toddler, or a child who attends nontraditional hours of care, a child shall have rest periods not to exceed two (2) hours. A child who does not sleep shall be permitted to play quietly after a reasonable rest period specific to the needs of the child. 1) 2 hour limit In Compliance 2) Alternate activity In Compliance 196 - Safe Sleep Placement In Compliance 922 KAR 2:120 - Section 3 (12) Staff in a child-care center shall follow the most current policy of the American Academy of Pediatrics, located at http://www.aap.org/, when placing a child to sleep. 234 - Infant/Toddler with older children In Compliance 922 KAR 2:120 - Section 5 [2) An infant or toddler may participate in an activity with an older child for no more than one (1) hour. 282 - Toilet Training Not Applicable	1) Viewing devices	In Compliance	
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(12) Staff in a child-care center shall follow the most current policy of the American Academy of Pediatrics, located at http://www.aap.org/, when placing a child to sleep. 234 - Infant/Toddler with older children In Compliance 922 KAR 2:120 - Section 5 (2) An infant or toddler may participate in an activity with an older child for no more than one (1) hour. 282 - Toilet Training Not Applicable 922 KAR 2:120 - Section 10 In Compliance	196 - Safe Sleep Placement	In Compliance	
922 KAR 2:120 - Section 5 (2) An infant or toddler may participate in an activity with an older child for no more than one (1) hour. 282 - Toilet Training 922 KAR 2:120 - Section 10	(12) Staff in a child-care center shall follow the most current policy of the American Academy of Pediatrics, located at http://www.aap	o.org/, when	
(2) An infant or toddler may participate in an activity with an older child for no more than one (1) hour. 282 - Toilet Training 922 KAR 2:120 - Section 10	234 - Infant/Toddler with older children	In Compliance	
922 KAR 2:120 - Section 10			
	282 - Toilet Training	Not Applicable	
(a) I oliet training shall be coordinated with the child's parent.	922 KAR 2:120 - Section 10 (5) Toilet training shall be coordinated with the child's parent.		



Premises - Classroom	
118 - Health, Safety, Comfort	In Compliance
922 KAR 2:110 - Section 4 (1) (I) Provide for the health, safety, and comfort of each child;	
191 - Inaccessible Items	
 922 KAR 2:120 - Section 3 (7) 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 of staff. 	
1) Toxic cleaning supplies, poisons, and insecticides	In Compliance
2) Knives and sharp objects	In Compliance
3) Matches, cigarettes, lighters, and flammable liquids	In Compliance
4) Plastic bags	In Compliance
5) Litter and rubbish	In Compliance
6) Bar soap	In Compliance
7) Personal belongings of staff	In Compliance
197 - Premises Requirements	
 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; and (c) Equipped with a land-line telephone accessible to a room used by a child. 	
1) Suitable	In Compliance
2) Clean	In Compliance
3) Good repair	In Compliance
4) Land-line phone accessible	In Compliance
200 - Building Requirements	
 922 KAR 2:120 - Section 4 (4) 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: a. That are in good repair in all areas; and b. Shielded or have shattered proof bulbs installed; and 	
1) Dry	In Compliance
2) Adequately heated	In Compliance
3) Adequately ventilated	In Compliance
4) Well Lit	In Compliance
5) Clean Light Fixtures	In Compliance
7) Shielded/shatter proof bulbs	In Compliance

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200 - Building Requirements	
922 KAR 2:120 - Section 4	
(4) 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:	
a. That are in good repair in all areas; and	
b. Shielded or have shattered proof bulbs installed; and	
6) Lights good repair	Not In Compliance
Findings:	
School Age room: Based on observation, three (3) lights did not work.	
Toddler room: Based on observation, four (4) lights were not working.	
201 - Protected Items	
922 KAR 2:120 - Section 4 (4)	
(b) Following are protected: 1. Windows;	
2. Doors;	
3. Stoves;	
4. Heaters; 5. Furnaces;	
6. Pipes; and	
7. Stairs.	
1) Windows	In Compliance
2) Doors	In Compliance
3) Stoves	In Compliance
	In Compliance
4) Heaters	-
5) Furnaces	In Compliance
6) Pipes	In Compliance
7) Stairs	In Compliance
202 - 35 Square Feet per child	In Compliance
922 KAR 2:120 - Section 4	
(5) Exclusive of the kitchen, bathroom, hallway, and storage area, there shall be a minimum of thirty-five (35) square feet of sp	ace per child.
205 - Floors, walls, Ceilings	
922 KAR 2:120 - Section 4	
(8) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned.	
1) Floors smooth/good repair	In Compliance
2) Walls smooth/good repair	In Compliance
3) Ceilings smooth/good repair	In Compliance
4) Floors easily cleaned	In Compliance
5) Walls easily cleaned	In Compliance
6) Ceilings easily cleaned	In Compliance
212 - Building Temperature	•
922 KAR 2:120 - Section 4	
(15) The temperature of the inside area of the premises shall be:	
(a) Sixty-five (65) to seventy-five (75) degrees Fahrenheit during the winter; or	
(b) Sixty-eight (68) to eighty-two (82) degrees Fahrenheit during the summer months.	
1) Winter Temperature sixty-five to seventy-five	In Compliance
2) Summer Temperature sixty-eight to eighty-two	In Compliance
233 - Infant/Toddler indoor space	
922 KAR 2:120 - Section 5 Infant and Toddler Play Requirements.	
(1) Infant and toddler inside areas shall:	
(a) Be separate from an area used by an older child; (b) Not be an avit or enternou and	
(b) Not be an exit or entrance; and (c) Have adequate crawling space for an infant or toddler away from general traffic patterns of the center.	
1) Separate from older children	In Compliance
	in compliance



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2) Not Exit/ Entrance	In Compliance
3) Adequate crawling space	In Compliance
4) Traffic Pattern	In Compliance
239 - Cots/ Mats Location Restrictions	
 922 KAR 2:120 - Section 6 (4) If cots or mats are used, floors shall be free from: (a) Drafts; (b) Liquid substances; (c) Dirt; and (d) Dampness. 	
1) No drafts	In Compliance
2) No liquid substances	In Compliance
3) No dirt	In Compliance
4) Not damp	In Compliance
279 - Toilet Room	Not Applicable
 922 KAR 2:120 - Section 10 (2) A toilet room shall: (a) 1. Be provided for each gender; or 2. A plan shall be implemented to use the same toilet room at separate times; (b) Have a supply of toilet paper; and (c) Be cleaned and sanitized daily. 	
1) Provided for each gender/plan to use separately	Not Applicable
2) Toilet Paper	Not Applicable
3) Clean/Sanitized	Not Applicable
280 - Sink	
 922 KAR 2:120 - Section 10 (3) A sink shall be; (a) Located in or immediately adjacent to toilet rooms; (b) Equipped with hot and cold running water that allows for hand washing; (c) Equipped with hot water no more than 110 degrees Fahrenheit; (d) Equipped with liquid soap and single use disposable hand drying material; (e) Equipped with an easily cleanable, covered waste receptacle; and (f) Immediately adjacent to a changing area used for infants and toddlers. 	
1) Located in or immediately adjacent to toilet rooms	In Compliance
2) Equipped with hot running water that allows for hand washing	In Compliance
3) Equipped with cold running water that allows for hand washing	In Compliance
4) Equipped with hot water no more than 110 degrees Fahrenheit	In Compliance
5) Equipped with liquid soap and single use disposable hand drying material	In Compliance
6) Equipped with an easily cleanable, covered waste receptacle	In Compliance
7) Immediately adjacent to a changing area used for infants and toddlers	In Compliance
281 - Toilet 922 KAR 2:120 - Section 10 (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.	Not Applicable
1) Clean	Not Applicable
2) Good repair	Not Applicable
3) Lighted Room	Not Applicable
4) Ventilated	Not Applicable

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General Premises 191 - Inaccessible Items 922 KAR 2:120 - Section 3 (7) 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 of staff. 1) Toxic cleaning supplies, poisons, and insecticides 1) Toxic cleaning supplies, poisons, and insecticides 1) Toxic cleaning supplies, poisons, and insecticides 1) Toxic cleaning supplies, poisons, and flammable liquids (a) Plastic bags 1) Toxic cleaning supplies, noisons, and flammable liquids (a) Plastic bags 1) Itter and rubbish (f) Bar soap (f) Dersonal belongings of staff (g) Personal belongings of staff (h) Complia (f) Dersonal belongings of staff (g) Personal belongings of staff (h) Complia (h) Carpet (h) Complia (h) Carpet (h) Complia (h) Carpet (h) Carpet </th
922 KAR 2:120 - Section 3 (7) 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 of staff. 1) Toxic cleaning supplies, poisons, and insecticides 2) Knives and sharp objects 3) Matches, cigarettes, lighters, and flammable liquids 4) Plastic bags 5) Litter and rubbish (f) Bar soap (g) Personal belongings of staff 1) Toxic cleaning supplies, poisons, and insecticides 1) Toxic cleaning supplies, poisons, and insecticides 2) Knives and sharp objects 3) Matches, cigarettes, lighters, and flammable liquids 4) Plastic bags 5) Litter and rubbish 6) Bar soap 7) Personal belongings of staff 192 - Guns/Ammunition storage
(7) 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 of staff. 1) Toxic cleaning supplies, poisons, and insecticides 1) Toxic cleaning supplies, poisons, and insecticides 2) Knives and sharp objects 3) Matches, cigarettes, lighters, and flammable liquids 4) Plastic bags 5) Litter and rubbish (f) Bar soap (g) Personal belongings of staff.
2) Knives and sharp objects In Complia 3) Matches, cigarettes, lighters, and flammable liquids In Complia 4) Plastic bags In Complia 5) Litter and rubbish In Complia 6) Bar soap In Complia 7) Personal belongings of staff In Complia 192 - Guns/Ammunition storage
3) Matches, cigarettes, lighters, and flammable liquids In Complia 4) Plastic bags In Complia 5) Litter and rubbish In Complia 6) Bar soap In Complia 7) Personal belongings of staff In Complia
4) Plastic bags In Complia 5) Litter and rubbish In Complia 6) Bar soap In Complia 7) Personal belongings of staff In Complia 192 - Guns/Ammunition storage In Complia
5) Litter and rubbish In Complia 6) Bar soap In Complia 7) Personal belongings of staff In Complia 192 - Guns/Ammunition storage
6) Bar soap In Complia 7) Personal belongings of staff In Complia 192 - Guns/Ammunition storage
7) Personal belongings of staff In Complia
192 - Guns/Ammunition storage
922 KAR 2:120 - Section 3
(8) Guns and ammunition shall be stored separately in a locked area outside of the designated child care area.
1) Separate storage In Complia
2) Locked In Complia
193 - Smoking Protocol 922 KAR 2:120 - Section 3
 (9) Smoking shall: (a) Be permitted in accordance with local ordinances; (b) Be allowed only in outside designated areas; and (c) Not be permitted in the presence of a child.
1) Local Ordinance In Complia
2) Outdoor Designated Area In Complia
3) Not in the presence of children In Complia
197 - Premises Requirements
 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; and (c) Equipped with a land-line telephone accessible to a room used by a child.
1) Suitable In Complia
2) Clean In Complia
3) Good repair In Complia
4) Land-line phone accessible In Complia
199 - Fire exits clear In Complia
922 KAR 2:120 - Section 4
(3) Fire and emergency exits shall be kept clear of debris.
200 - Building Requirements 922 KAR 2:120 - Section 4
 (4) The building shall be constructed to ensure the: (a) Building is: Dry; Adequately heated; Ventilated; and Well lit, including clean light fixtures: That are in good repair in all areas; and
b. Shielded or have shattered proof bulbs installed; and

2) Adequately heated



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3) Adequately ventilated	In Compliance
4) Well Lit	In Compliance
5) Clean Light Fixtures	In Compliance
6) Lights good repair	In Compliance
200 - Building Requirements	
 922 KAR 2:120 - Section 4 (4) 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: a. That are in good repair in all areas; and 	
b. Shielded or have shattered proof bulbs installed; and	
7) Shielded/shatter proof bulbs	Not In Compliance
Findings:	
General: Based on Observation, one (1) light was not covered nor had a shatter proof bulb in the hallway restroom next to the infants' classroom.	
201 - Protected Items	
 922 KAR 2:120 - Section 4 (4) (b) Following are protected: Windows; Doors; Stoves; Heaters; Furnaces; Pipes; and Stairs. 	
1) Windows	In Compliance
2) Doors	In Compliance
3) Stoves	In Compliance
4) Heaters	In Compliance
5) Furnaces	In Compliance
6) Pipes	In Compliance
7) Stairs	In Compliance
203 - Pest Control	
 922 KAR 2:120 - Section 4 (6) Measures shall be utilized to control the presence of: (a) Rodents; (b) Flies; (c) Roaches; and (d) Other vermin. 	
1) No rodents	In Compliance
2) No flies	In Compliance
3) No Roaches	In Compliance
4) Other Vermin	In Compliance
204 - Protected Openings	In Compliance
922 KAR 2:120 - Section 4 (7) An opening to the outside shall be effectively protected against the entrance of vermin by: (a) Self-closing doors; (b) Closed windows; (c) Screening; (d) Controlled air current; or (e) Other effective means.	
205 - Floors, walls, Ceilings 922 KAR 2:120 - Section 4 (8) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned.	

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

1) Floors smooth/good repair

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2) Walls smooth/good repair	In Compliance
3) Ceilings smooth/good repair	In Compliance
4) Floors easily cleaned	In Compliance
5) Walls easily cleaned	In Compliance
6) Ceilings easily cleaned	In Compliance
206 - Water Supply Requirements	
 922 KAR 2:120 - Section 4 (9) The water supply shall be: (a) Potable; (b) Protected from contamination; (c) Adequate in quality and volume; (d) Under sufficient pressure to permit unrestricted use; and (e) Obtained from an approved public water supply or a source approved by the local health department. 1) Potable 2) Protected 3) Adequate Quality/Volume 	In Compliance In Compliance In Compliance In Compliance
4) Under pressure	In Compliance
5) Obtained from Approved water source	In Compliance
207 - Ground Water Supplies	
 922 KAR 2:120 - Section 4 (10) Groundwater supplies for a center caring for: (a) More than twenty-five (25) children shall meet the specifications of the Cabinet for Environmental and Public Protection Division established in KRS Chapter 151; or (b) Twenty-five (25) children or less shall secure approval from the: Cabinet for Environmental and Public Protection; or Local health department. 	ı of Water,
1) More than 25 children	In Compliance
2) 25 children or less	In Compliance
208 - Sewage Disposal	In Compliance
922 KAR 2:120 - Section 4 (11) Sewage shall be properly disposed by a method approved by the: (a) Cabinet for Environmental and Public Protection; or (b) Cabinet.	
209 - Plumbing Code	In Compliance
922 KAR 2:120 - Section 4 (12) All plumbing shall comply with the State Plumbing Code established in KRS 211.3470.	
210 - Solid Waste	In Compliance
922 KAR 2:120 - Section 4 (13) Solid waste shall be kept in a suitable receptacle in accordance with local, county and state law, as governed by KRS 211.350 (to 211.380.
211 - Child Care Program Interference	In Compliance
922 KAR 2:120 - Section 4 (14) If a portion of the building is used for a purpose other than child care, necessary provisions shall be made to avoid interference care program.	with the child
212 - Building Temperature	
 922 KAR 2:120 - Section 4 (15) The temperature of the inside area of the premises shall be: (a) Sixty-five (65) to seventy-five (75) degrees Fahrenheit during the winter; or (b) Sixty-eight (68) to eighty-two (82) degrees Fahrenheit during the summer months. 	
1) Winter Temperature sixty-five to seventy-five	In Compliance

2) Summer Temperature sixty-eight to eighty-two

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224 - Indoor gross motor space requirements	Not Applicable
922 KAR 2:120 - Section 4	
(20) If a child-care center does not have access to an outdoor play area, an indoor space shall:	
(a) Be used as a play area; (b) Have a minimum of sixty (60) square feet per child, separate from and in addition to the thirty-five (35) square feet minimum pure	suant to
subsection (5) of this section;	
(c) Include equipment for gross motor skills;	
(d) Be well-ventilated; (e) Be heated; and	
(f) Have a protective surface of at least two (2) inches thick around equipment intended for climbing.	
1) Play area	Not Applicable
2) 60 sq. ft	Not Applicable
3) Include equipment	Not Applicable
4) Well ventilated	Not Applicable
5) Heated	Not Applicable
6) 2 inch thick protective surface	Not Applicable
229 - Prohibited Bodies of Water	
922 KAR 2:120 - Section 4 (25) Bodies of water that shall not be utilized include:	
(a) Portable wading pools;	
(b) Natural bodies of water: and (c) Unfiltered, nondisinfected containers.	
1) Wading pools	In Compliance
2) Natural	In Compliance
3) Unfiltered, nondisinfected	In Compliance
278 - Minimum Toilet/Urinal requirements	In Compliance
922 KAR 2:120 - Section 10	
(1) A child-care center shall have a minimum of one (1) toilet and one (1) lavatory for each twenty (20) children. Urinals may be subst	ituted for up
to one-half (1/2) of the number of toilets required for a male toilet room.	
279 - Toilet Room	
922 KAR 2:120 - Section 10	
(2) A toilet room shall:	
(a) 1. Be provided for each gender; or 2. A plan shall be implemented to use the same toilet room at separate times;	
(b) Have a supply of toilet paper; and	
(c) Be cleaned and sanitized daily.	
1) Provided for each gender/plan to use separately	In Compliance
2) Toilet Paper	In Compliance
3) Clean/Sanitized	In Compliance
280 - Sink	
922 KAR 2:120 - Section 10	
(3) A sink shall be;	
(a) Located in or immediately adjacent to toilet rooms;	
(b) Equipped with hot and cold running water that allows for hand washing;	
(c) Equipped with hot water no more than 110 degrees Fahrenheit; (d) Equipped with liquid soap and single use disposable hand drying material;	
(e) Equipped with an easily cleanable, covered waste receptacle; and	
(f) Immediately adjacent to a changing area used for infants and toddlers.	
1) Located in or immediately adjacent to toilet rooms	In Compliance
2) Equipped with hot running water that allows for hand washing	In Compliance
3) Equipped with cold running water that allows for hand washing	In Compliance
4) Equipped with hot water no more than 110 degrees Fahrenheit	In Compliance
5) Equipped with liquid soap and single use disposable hand drying material	In Compliance
6) Equipped with an easily cleanable, covered waste receptacle	In Compliance
7) Immediately adjacent to a changing area used for infants and toddlers	In Compliance



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281 - Toilet	
922 KAR 2:120 - Section 10 (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.	
1) Clean	In Compliance
2) Good repair	In Compliance
3) Lighted Room	In Compliance
4) Ventilated	In Compliance
Hygienic Practices	
188 - Child Personal care/Handwashing	
922 KAR 2:120 - Section 3	
(4) A child shall;	
(a) Be helped with personal care and cleanliness; and	
(b) Wash his or her hands with liquid soap and warm running water:	
1. Upon arrival at the center;	
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.	
1) Personal Care/Cleanliness	In Compliance
2) Handwashing upon arrival	In Compliance
3) Handwashing before eating/handling food and after eating/handling food	In Compliance
4) Handwashing after toileting or diaper change	In Compliance
6) Handwashing after wiping/blowing nose	In Compliance
7) Handwashing after touching soiled item	In Compliance
8) Handwashing after outdoor/indoor play	In Compliance
188 - Child Personal care/Handwashing	
922 KAR 2:120 - Section 3	
(4) A child shall;	
(a) Be helped with personal care and cleanliness; and	
(b) Wash his or her hands with liquid soap and warm running water: 1. Upon arrival at the center;	
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.	
5) Handwashing after handling animals	Not Applicable
189 - Staff Hygiene/Hand Washing	
922 KAR 2:120 - Section 3	
(5) Staff shall:	
(a) Maintain personal cleanliness;	
(b) Conform to hygienic practices while on duty; and	
(c) Wash their hands with liquid soap and running water:	
1. Upon arrival at the center; 2. After toileting or essicting a child in toileting:	
2. After toileting or assisting a child in toileting;	

- 3. Before and after diapering each child;
- 4. After wiping or blowing a child's or own nose;
- 5. After handling animals;
- 6. After caring for a sick child;
- 7. Before and after feeding a child or eating;
- 8. Before dispensing medication; and
- 9. If possible, before administering first aid.

1) Personal Cleanliness



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2) Hygienic practices	In Compliance
3) Handwashing upon arrival	In Compliance
4) Handwashing after toileting or assisting child	In Compliance
5) Handwashing before/after diapering	In Compliance
6) Handwashing after wiping nose	In Compliance
8) Handwashing after caring for a sick child	In Compliance
9) Handwashing before and after feeding a child	In Compliance
10) Handwashing before dispensing medication	In Compliance
11) Handwashing before administering first aid	In Compliance
189 - Staff Hygiene/Hand Washing	-
922 KAR 2:120 - Section 3	
(5) Staff shall:	
(a) Maintain personal cleanliness;	
(b) Conform to hygienic practices while on duty; and (c) Wash their hands with liquid soap and running water:	
1. Upon arrival at the center;	
2. After toileting or assisting a child in toileting;	
3. Before and after diapering each child;	
 4. After wiping or blowing a child's or own nose; 5. After handling animals; 	
6. After caring for a sick child;	
7. Before and after feeding a child or eating;	
8. Before dispensing medication; and	
9. If possible, before administering first aid.	
7) Handwashing after handling animals	Not Applicable
190 - Staff Communicable Disease	
922 KAR 2:120 - Section 3	
(6) A staff nerven suspended of heine infected with a communicable disease shall	
(6) A staff person suspected of being infected with a communicable disease shall: (a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted:	and
 (6) A staff person suspected of being infected with a communicable disease shall: (a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 	and
(a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted;	and In Compliance
(a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested.	
 (a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 	In Compliance
 (a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 2) Statement from health professional 	In Compliance
 (a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 2) Statement from health professional 283 - Diapers/Clean clothing supply 	In Compliance
 (a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 2) Statement from health professional 283 - Diapers/Clean clothing supply 922 KAR 2:120 - Section 10 	In Compliance
 (a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 2) Statement from health professional 283 - Diapers/Clean clothing supply 922 KAR 2:120 - Section 10 (6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available. 	In Compliance In Compliance
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 (a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 2) Statement from health professional 283 - Diapers/Clean clothing supply 922 KAR 2:120 - Section 10 (6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available. 1) Diapers 2) Clean clothing 	In Compliance In Compliance In Compliance In Compliance
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(a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 2) Statement from health professional 283 - Diapers/Clean clothing supply 922 KAR 2:120 - Section 10 (6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available. 1) Diapers 2) Clean clothing 284 - Training Chair 922 KAR 2:120 - Section 10 (7) If a toilet training chair is used, the chair shall be: (a) Emptied promptly; and	In Compliance In Compliance In Compliance In Compliance
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(a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 2) Statement from health professional 283 - Diapers/Clean clothing supply 922 KAR 2:120 - Section 10 (6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available. 1) Diapers 2) Clean clothing 284 - Training Chair 922 KAR 2:120 - Section 10 (7) If a toilet training chair is used, the chair shall be: (a) Emptied promptly; and (b) Sanitized after each use. 1) Emptied promptly 285 - Soiled Diapers/Clothing 922 KAR 2:120 - Section 10	In Compliance In Compliance In Compliance In Compliance Not Applicable Not Applicable
(a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 2) Statement from health professional 283 - Diapers/Clean clothing supply 922 KAR 2:120 - Section 10 (6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available. 1) Diapers 2) Clean clothing 284 - Training Chair 922 KAR 2:120 - Section 10 (7) If a toilet training chair is used, the chair shall be: (a) Emptied promptly 2) Sanitized 285 - Soiled Diapers/Clothing 922 KAR 2:120 - Section 10 (6) Sanitized After each use. 1) Emptied promptly 2) Sanitized	In Compliance In Compliance In Compliance In Compliance Not Applicable Not Applicable
(a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 2) Statement from health professional 283 - Diapers/Clean clothing supply 922 KAR 2:120 - Section 10 (6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available. 1) Diapers 2) Clean clothing 284 - Training Chair 922 KAR 2:120 - Section 10 (7) If a toilet training chair is used, the chair shall be: (a) Emptied promptly; and (b) Sanitized after each use. 1) Emptied promptly 285 - Soiled Diapers/Clothing 922 KAR 2:120 - Section 10	In Compliance In Compliance In Compliance In Compliance Not Applicable Not Applicable
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(a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 2) Statement from health professional 283 - Diapers/Clean clothing supply 922 KAR 2:120 - Section 10 (6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available. 1) Diapers 2) Clean clothing 284 - Training Chair 922 KAR 2:120 - Section 10 (7) If a clother training chair is used, the chair shall be: (a) Emptied promptly; and (b) Sanitized 285 - Soiled Diapers/Clothing 922 KAR 2:120 - Section 10 (8) Diapers or clothing shall be: (a) Changed when soiled or wet; (b) Diapers or clothing shall be: (a) Changed when soiled or wet; (b) Stored in a covered container temporarily; and	In Compliance In Compliance In Compliance In Compliance Not Applicable Not Applicable
(a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 2) Statement from health professional 283 - Diapers/Clean clothing supply 922 KAR 2:120 - Section 10 (6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available. 1) Diapers 2) Clean clothing 284 - Training Chair 922 KAR 2:120 - Section 10 (7) If a toilet training chair is used, the chair shall be: (a) Emptied promptly; and (b) Sanitized affer each use. 1) Emptied promptly 2) Sanitized 285 - Soiled Diapers/Clothing 922 KAR 2:120 - Section 10 (B) Baneitzed affer each use. 1) Emptied promptly 2) Sanitized 285 - Soiled Diapers/Clothing 922 KAR 2:120 - Section 10 (B) Diapers or clothing shall be: (a) Changed when soiled or wet; (b) Sanitized affer each use; (a) Changed when soiled or wet; (b) Sanitized affer each use; (a) Changed when soiled or wet; <tr< td=""><td>In Compliance In Compliance In Compliance In Compliance Not Applicable Not Applicable Not Applicable</td></tr<>	In Compliance In Compliance In Compliance In Compliance Not Applicable Not Applicable Not Applicable
(a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; (b) Provide a statement from a health professional, if requested. 1) Not perform duties while contagious 2) Statement from health professional 283 - Diapers/Clean clothing supply 922 KAR 2:120 - Section 10 (6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available. 1) Diapers 2) Clean clothing 284 - Training Chair 922 KAR 2:120 - Section 10 (7) If a toilet training chair is used, the chair shall be: (a) Emptied promptly; and (b) Sanitized after each use. 1) Emptied promptly 2) Sanitized 285 - Soiled Diapers/Clothing 922 KAR 2:120 - Section 10 (B) Diapers or clothing shall be: (a) Changed when soiled or wet; (b) Sanitized 10 Experimental difference or wet; (b) Diapers or clothing shall be: (a) Changed when soiled or wet; (b) Stored in a covered container temporarily; and (c) Washed or disposed of at least once a day. 1) Changed as needed	In Compliance In Compliance In Compliance In Compliance Not Applicable Not Applicable

Kentucky

Inspection	Report
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Inspection Report	
287 - Diapering equipment/Supervision	
 922 KAR 2:120 - Section 10 (10) When a child is diapered, the child shall: (a) Not be left unattended; and (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. 	
1) Child not unattended	In Compliance
2) Clean surface	In Compliance
3) Padded Surface	In Compliance
4) Surface free from holes	In Compliance
5) Easily cleaned surface	In Compliance
6) Free of non-diapering items	In Compliance
288 - Wipes	In Compliance
922 KAR 2:120 - Section 10 (11) Unless allergic, individual disposable washcloths shall be used to thoroughly clean the affected area of the child.	
289 - Disinfect Diaper Surface	In Compliance
922 KAR 2:120 - Section 10 (12) Staff shall disinfect the diapering surface after each child is diapered.	
290 - Disposable Gloves	In Compliance
922 KAR 2:120 - Section 10 (13) If staff wear disposable gloves, the gloves shall be changed and disposed after each child is diapered.	
291 - Children's Individual Items	
922 KAR 2:120 - Section 10 (14) Combs, towels or washcloths, brushes, and toothbrushes used by a child shall be: (a) Individually stored in separate containers; and (b) Plainly labeled with the child's name.	
1) Individually stored	In Compliance
2) Labeled	In Compliance
292 - Toothbrushes	Not Applicable
 922 KAR 2:120 - Section 10 (15) Toothbrushes shall be: (a) Individually identified; (b) Allowed to air dry; and (c) Protected from contamination. 	
1) Identified	Not Applicable
2) Air Dry	Not Applicable
3) Protected	Not Applicable
293 - Toothpaste Procedure	Not Applicable
922 KAR 2:120 - Section 10 (16) Toothpaste used by multiple children shall be dispensed onto an intermediate surface such as waxed paper to avoid cross conta	mination.
297 - Toy Sanitation Procedure	In Compliance
 922 KAR 2:120 - Section 11 (4) Toys and other items that are considered mouth contact surfaces by a child not toilet trained shall be sanitized daily by: (a) Scrubbing in warm, soapy water using a brush to reach into crevices; (b) Rinsing in clean water; (c) Submerging in a sanitizing solution for at least two (2) minutes; and (d) Air dried. 	

Kentucky

First Aid/Medication	
244 - First aid supplies	
 922 KAR 2:120 - Section 7 (3) If a child becomes ill while at the center: (a) The child shall be placed in a supervised area isolated from the rest of the children; (b) The parent shall be contacted immediately; and (c) Arrangements shall be made to remove the child from the child-care center as soon as practicable. 	
1) Availability	In Compliance
2) Storage	In Compliance
3) Inventoried	In Compliance
4) Sanitized, if reusable	In Compliance
5) Maintained in sanitary manner	In Compliance
6) Liquid soap	In Compliance
7) Adhesive bandages	In Compliance
8) Sterile gauze	In Compliance
9) Medical tape	In Compliance
10) Scissors	In Compliance
11) Thermometer	In Compliance
12) Flashlight	In Compliance
13) Cold pack	In Compliance
14) First aid book	In Compliance
15) Disposibale gloves	In Compliance
16) Cardiopulmonary resuscitation mouthpiece protector	In Compliance
247 - Daily written request for prescription	In Compliance

922 KAR 2:120 - Section 7

(4) Prescription medication shall not be administered to a child in care, without a daily written request of the parent.

248 - Nonprescription medication protocol

922 KAR 2:120 - Section 7	
(5) Nonprescription medication:	
(a) May be given to a child only with the written daily request of the:	
1. Parent; or	
2. Person exercising custodial control of the child; and	
(b) Shall be administered according to the instructions on the label.	
1) Written daily request	In Compliance
2) Administered according to label In Complia	
249 - Administration Record	
922 KAR 2:120 - Section 7	
(6) The child-care center shall keep a written record of the administration of medication, including:	
(a) Time:	

(a) Time

(b) Date;

(c) Amount; and

(d) Name of staff person giving the medication.

1) Time

- 2) Date
- 3) Amount

4) Staff name

250 - Medication Storage

 922 KAR 2:120 - Section 7

 (7) 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.

 1) Separate and locked

 2) Original Bottle

 3) Labeled



In Compliance

In Compliance In Compliance

251 - Expired Medication

922 KAR 2:120 - Section 7

(8) Medication shall not be given to a child if the expiration date on the bottle has passed.

Outdoor Play Area - Staffing Requirements

117 - Cooking/Cleaning Staffing

922 KAR 2:110 - Section 4 (1)

(k) Assure that additional staff are available during cooking and cleaning hours, if necessary, to maintain staff-to-child ratios pursuant to 922 KAR 2:120;

1) Cooking

2) Cleaning

In Compliance

In Compliance

135 - Adequate Adults/Qualified Staff

922 KAR 2:110 - Section 5

(10) The minimum number of adult workers in a child-care center shall be sufficient to ensure that:

(a) Minimum staff-to-child ratios in accordance with 922 KAR 2:120 are followed;

(b) Each staff person under eighteen (18) years of age and each student trainee are under the direct supervision of a qualified staff person who meets the requirements of this section; and

(c) Unless providing care with a qualified staff person, a person under the age of eighteen (18) shall not be counted as staff for the staff-to-child ratio.

1) Ratio Compliance

1) Ratio Compliance	In Compliance
2) Under 18 directly supervised	In Compliance
162 - Ratios and Group Size	In Compliance

162 - Ratios and Group Size

922 KAR 2:120 - Section 2 (2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows: Age of Children Ratio Maximum Group Size* Infant 1 staff for 5 children 10 Toddler 1 staff for 6 children 12 2 to 3 years 1 staff for 10 children 20 3 to 4 years 1 staff for 12 children 24 4 to 5 years 1 staff for 14 children 28 5 to 7 years 1 staff for 15 children 30 7 and older 1 staff for 25 children (for before and after school) 30 1 staff for 20 children (full day of care) 30 *Maximum Group Size shall be applicable only to Type I centers.

163 - Defined Groups

922 KAR 2:120 - Section 2 (2)	
(a) In a Type I center, a group size shall:	
1. Be separately maintained in a defined area unique to the group; and	
2. Have specific staff assigned to, and responsible for, the group.	
1) Separate/Defined Area	In Compliance
2) Specific Staff	In Compliance

166 - Related Children

	922 KAR 2:120 - Section 2
L	(d) If a child related to the director, employee, or person under the supervision of the licensee is receiving care in the center, the child shall be
L	included in the staff-to-child ratio.

Outdoor Play Area - Supervision

167 - Children supervised/Protected

922 KAR 2:120 - Section 2 (3)

(a) Each center shall maintain a child care program that assures each child will be:

1. Provided adequate supervision at all times; and

2. Protected from abuse or neglect.

1) Adequately supervised at all times

2) Protected from abuse/neglect

186 - Activity Areas/Equipment/Materials

922 KAR 2:120 - Section 3

(2) Activity areas, equipment, and materials shall be arranged so that the child's activity can be given adequate supervision by staff.



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In Compliance

Not Applicable

Not Applicable

Not Applicable

In Compliance

In Compliance

In Compliance

232 - Supply Storage

922 KAR 2:120 - Section 4

(28) Supplies shall be stored so that the adult can reach them without leaving the child unattended.

Outdoor Play Area

215 - Fence Requirement

922 KAR 2:120 - Section 4

(18) An outdoor play area shall be:

(a) Except for an after-school child care program, located on the premises of a public or state-accredited nonpublic school, fenced for the safety of the children;

216 - 60 Square Feet

922 KAR 2:120 - Section 4 (18)	L
(b) A minimum of sixty (60) square feet per child, separate from and in addition to the thirty-five (35) square feet minimum pursuant to subsection	
(5) of this section;	

217 - Playground Clean

922 KAR 2:120 - Section 4 (18) (c) Free from: 1. Litter; 2. Glass; 3. Rubbish; and 4. Flammable materials;	
1) Litter	In Compliance
2) Glass	In Compliance
3) Rubbish	In Compliance
4) Flammable Materials	In Compliance
218 - Playground Safe	In Compliance
922 KAR 2:120 - Section 4 (18) (d) Safe from foreseeable hazard;	
219 - Playground well drained	In Compliance
922 KAR 2:120 - Section 4 (18) (e) Well drained;	
220 - Playground maintained	In Compliance
922 KAR 2:120 - Section 4 (18) (f) Well maintained;	
221 - Playground in good repair	In Compliance
922 KAR 2:120 - Section 4 (18) (g) In good repair; and	
222 - Playground visible	In Compliance
922 KAR 2:120 - Section 4 (18) (h) Visible to staff at all times.	
223 - Protective Surface	
 922 KAR 2:120 - Section 4 (19) 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. 	
1) To climb	In Compliance
2) To swing	In Compliance
3) To slide	In Compliance
4) Fall Zone	In Compliance

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Inspection Report	
225 - Fences	
922 KAR 2:120 - Section 4 (21) Fences shall be: (a) Constructed of safe material; (b) Stable; and (c) In good condition.	
1) Constructed of safe material	In Compliance
2) Stable	In Compliance
3) In good condition	In Compliance
235 - Infant/Toddler outdoor space	
922 KAR 2:120 - Section 5 (3) If a child-care center provides an outdoor play area for an infant or toddler, the outdoor area shall be: (a) Shaded; and (b) A separate area or scheduled at a different time than an older child.	
1) Shaded	In Compliance
2) Separate	In Compliance
Outdoor Play Area - Equipment	
226 - Anchored Equipment	In Compliance
922 KAR 2:120 - Section 4 (22) Supports for climbing apparatus and large equipment shall be securely fastened to the ground.	
227 - Crawl Spaces	In Compliance
922 KAR 2:120 - Section 4 (23) Crawl spaces, such as tunnels, shall be short and wide enough to permit access by adults.	
228 - Sand Box	Not Applicable
 922 KAR 2:120 - Section 4 (24) 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. 	
1) Drainage	Not Applicable
2) Covered	Not Applicable
3) Clean	Not Applicable
4) Checked for Vermin	Not Applicable
230 - Sufficient appropriate equipment	
922 KAR 2:120 - Section 4 (26) A child-care center shall have enough toys, play apparatus, and age-appropriate developmental materials to provide each child wit of activities during the day, as specified in Section 2 of this administrative regulation.	h a variety
1) Quantity	In Compliance
2) Age Appropriate	In Compliance
294 - Toys/Equipment/Furniture	
922 KAR 2:120 - Section 11 (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.	
1) Clean	In Compliance
2) Good repair	In Compliance
3) Free from peeling, flaking, chalking paint	In Compliance

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295 - Ind	oor/outdoor	Equipment
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922 KAR 2:120 - Section 11

(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.

1) Clean	In Compliance
2) Safe	In Compliance
3) Good repair	In Compliance
4) Meets needs	In Compliance
5) Free from harmful conditions	In Compliance
6) Guard against entrapment/strangulation	In Compliance

296 - Toys	
922 KAR 2:120 - Section 11 (3) Toys shall be:	
(a) Used according to the manufacturer's safety specifications;	
(b) Durable; and	
(c) Without sharp points or edges.	
1) Used according to manufacturers specifications	In Compliance
2) Durable	In Compliance
3) No sharp points/edges	In Compliance
Equipment - General Premises	
226 - Anchored Equipment	In Compliance
922 KAR 2:120 - Section 4	
(22) Supports for climbing apparatus and large equipment shall be securely fastened to the ground.	
227 - Crawl Spaces	In Compliance
922 KAR 2:120 - Section 4	
(23) Crawl spaces, such as tunnels, shall be short and wide enough to permit access by adults.	
298 - Children's Tables and Chairs	In Compliance
922 KAR 2:120 - Section 11	
(5) Tables and chairs shall be of suitable size for children.	
Equipment - Classroom	
230 - Sufficient appropriate equipment	
922 KAR 2:120 - Section 4	
(26) A child-care center shall have enough toys, play apparatus, and age-appropriate developmental materials to provide each child wi	th a variety
of activities during the day, as specified in Section 2 of this administrative regulation.	
1) Quantity	In Compliance
2) Age Appropriate	In Compliance
231 - Shelves/Storage	
922 KAR 2:120 - Section 4	
(27) Storage space shall be provided:	
(a) In the form of low open shelves accessible to the children; and	
(b) In sufficient quantity for each child's clothing.	
1) Low, open, accessible	In Compliance
2) Sufficient quantity	In Compliance
236 - Cot/crib/bed/two inch thick mat available	In Compliance
000 KAR 0.400 . Se stien C. Steering and Newing Frainward	

922 KAR 2:120 - Section 6 Sleeping and Napping Equipment.

(1) An individual cot, crib, baby bed, or two (2) inch thick waterproof mat shall be provided for a child in attendance for more than three and onehalf (3 1/2) hours per day.

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2) Meets Standards In Co 38 - Sheets/Covers 922 KAR 2:120 - Section 6 (3) Individual sheets and covers shall be: (a) Frovided for a child; (b) Laundered a minimum of once per week or more often, if necessary; and (c) Stored in a sanitary manner. 1) Provided for a child; (b) Laundered In Co 2) Laundered In Co (c) Stored in a sanitary manner. In Co 3) Sanitary Storage In Co (c) Stored in a sanitary manner. In Co 4) - Twoke inch spacing In Co (c) Stored in the spacing In Co 922 KAR 2:120 - Section 6 ((c) Stored in quipment, and furnishings shall be spaced twelve (12) inches apart to allow free and safe movement by a person. 10 Co 922 KAR 2:120 - Section 6 (f) A tiered crib shall not be used. In Co 922 KAR 2:120 - Section 6 (f) Cots or mats not labeled for individual use by a child shall be sanitized after each use. In Co 922 KAR 2:120 - Section 6 (f) Cots or mats shall not be ripped or torn. In Co 922 KAR 2:120 - Section 6 (f) Cots or mats shall not be ripped or torn. In Co 92 KAR 2:120 - Section 6 (f) Cots or mats shall not be ripped or torn. In Co 92 KAR 2:120 - Section 6 (f) Cots or mats shall not be r	
(2) A crib shall: (1) Be cripped with a firm, comfortable waterproof mattress; and (1) Mettress (1) Mettress 1) Mattress (1) Case and provided with a firm, comfortable waterproof mattress; and (2) Meets Standards (1) Case and provided of the standards set forth in 16 C.F.R. 1508 and 1509. 1) Mattress (1) Case and the standards set forth in 16 C.F.R. 1508 and 1509. 2) Meets Standards (1) Case Covers 922 KAR 2:120 - Section 6 (1) Individual setess and covers shall be: (a) Provided for a child; (1) Loundered a minimum of once per week or more often, if necessary; and (c) Stored in a sanitary manner. (1) Covided 1) Provided (1) Covided 2) Laundored (1) Covided 3) Sanitary Storage (1) Covided 40. Twolve inch spacing (1) Covided 50. Cots, Other equipment, and furnishings shall be spaced twelve (12) inches apart to allow free and safe movement by a person. 51. Cots, Mats santitzed (1) Covided 52. Cots/Mats and tized (1) Covided or mats not laboled for individual use by a child shall be santitzed after each use. 52. Cots/Mats in good Repair (1) Covided or mats not laboled for individual use by a child shall be: (a) Kapt Cless cotin 6 (3) Cots or mats shall not be ripped o	
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 (2) Indoor and outdoor equipment shall: (a) Be clean, safe, and in good repair; 	
(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.	
1) Clean In Co	Compliance
	ompliance
	ompliance
4) Meets needs In Co	Compliance
5) Free from harmful conditions In Co	Compliance
6) Guard against entrapment/strangulation In Co	ompliance

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296 - Toys	
922 KAR 2:120 - Section 11 (3) Toys shall be: (a) Used according to the manufacturer's safety specifications; (b) Durable; and (c) Without sharp points or edges.	
1) Used according to manufacturers specifications	In Compliance
2) Durable	In Compliance
3) No sharp points/edges	In Compliance
298 - Children's Tables and Chairs	In Compliance
922 KAR 2:120 - Section 11 (5) Tables and chairs shall be of suitable size for children.	
299 - Staff Seating	In Compliance
922 KAR 2:120 - Section 11 (6) Chairs appropriate for staff shall be provided to use when feeding, holding, or playing with a child.	
Transportation	
300 - Transportation Compliance	
 922 KAR 2:120 - Section 12 (1) A center shall document compliance with KRS Chapter 186 and 603 KAR 5:072 pertaining to: (a) Vehicles; (b) Drivers; and (c) Insurance. 	
1) Vehicles	In Compliance
2) Drivers	In Compliance
3) Insurance	In Compliance
301 - Requirements for Transportation Services	
 922 KAR 2:120 - Section 12 (2) A center providing or arranging transportation service shall: (a) Be licensed and approved by the cabinet or its designee prior to transporting a child; (b) Have a written plan that details the type of transportation, staff schedule, transportation schedule, and transportation route; and (c) Have written policies and procedures, including emergency procedures practiced monthly by staff that transport children. 	
1) Licensed and Approved	In Compliance
2) Written plan and schedules	In Compliance
3) Written policies and procedures	In Compliance
4) Monthly emergency procedures for staff	In Compliance
302 - Transportation Notification and Policies/ Procedures	
 922 KAR 2:120 - Section 12 (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of (a) Type of transportation offered; (b) Type of vehicle used for transportation; (c) Plan for ensuring staff perform duties relating to transportation properly; (d) Full insurance coverage for each vehicle; (e) Agency policy and procedures relating to an emergency plan for evacuating the vehicle; (f) Contracts, agreements, or documents detailing arrangements with any third party for services; and (g) Safety procedures for: 1. Transporting a child; 2. Loading and unloading a child; and 3. Providing adequate supervision of a child. 	of the:
1) Type of Transportation offered	In Compliance
2) Vehicles used	In Compliance
3) Staff plan for transportation	In Compliance
4) Full Insurance Coverage	In Compliance
5) Emergency evacuation plan	In Compliance
6) Third party agreements	In Compliance

7) Safety procedure for transporting children

8) Safety for loading and unloading



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In Compliance

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9) Safety for providing adequate supervision	In Compliance
303 - Vehicle equipment	
922 KAR 2:120 - Section 12	
(4) A vehicle used to transport children shall be equipped with:	
(a) A fire extinguisher;(b) First aid supplies as described in Section 7 of this administrative regulation;	
(c) Emergency reflective triangles; and	
(d) A device to cut the restraint system, if necessary.	
1) Fire Extinguisher	In Compliance
2) First aid supplies	In Compliance
3) Reflective triangles	In Compliance
4) Cutting device	In Compliance
304 - Transit/School bus	In Compliance
922 KAR 2:120 - Section 12 (5) Transportation provided by licensed public transportation or a school bus shall comply with subsections (1) and (2) of this sections	on.
305 - Vehicle Requirements	
922 KAR 2:120 - Section 12	
(6) A vehicle used to transport children shall meet the following requirements: (a) A twelve (12) or more passenger vehicle shall display a current certification of inspection from the Transportation Cabinet on t	he designated
window.	g
(b) A vehicle that requires traffic to stop while loading and unloading a child shall be equipped with a system of: 1. Signal lamps;	
2. Identifying colors; and	
3. Cautionary words.	
(c) A vehicle shall be equipped with seat belts for each occupant to be individually secured. (d) A vehicle shall not transport children and hazardous materials at the same time.	
1) Transportation Cabinet Certification	In Compliance
2) Signal Lamps	In Compliance
3) Identifying colors	In Compliance
5) Seat belts	In Compliance
6) No hazardous materials	In Compliance
305 - Vehicle Requirements	
922 KAR 2:120 - Section 12	
(6) A vehicle used to transport children shall meet the following requirements: (a) A twelve (12) or more passenger vehicle shall display a current certification of inspection from the Transportation Cabinet on t	he designated
window.	
(b) A vehicle that requires traffic to stop while loading and unloading a child shall be equipped with a system of: 1. Signal lamps;	
2. Identifying colors; and	
3. Cautionary words.	
(c) A vehicle shall be equipped with seat belts for each occupant to be individually secured.(d) A vehicle shall not transport children and hazardous materials at the same time.	
4) Cautionary words	Not Applicable
306 - Car Seats	In Compliance
922 KAR 2:120 - Section 12 (7) The appropriate car safety seat meeting federal motor vehicle safety standards in 49 C.F.R. 571.213 shall be used for each child	
307 - Pre-trip Inspection	
922 KAR 2:120 - Section 12	
(8) A daily inspection of the vehicle shall be performed and documented for the following:	
(a) Tires;(b) Lights, signals, mirrors, gauges, and wiper blades;	
(c) Safety restraints;	
(d) Fuel; and (e) Free of debris.	
(e) Free of depris. 1) Tires	In Compliance
2) Lights	In Compliance
3) Signals	In Compliance
4) Mirrors	In Compliance

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5) Gauges	In Compliance
6) Wiper blades	In Compliance
7) Safety restraints	In Compliance
8) Fuel	In Compliance
9) Free of debris	In Compliance
308 - Ratios	-
922 KAR 2:120 - Section 12 (9) (a) The staff-to-child ratios set forth in Section 2(2) of this administrative regulation shall apply to vehicle transport, if not inconsistent special requirements or exceptions in this section. (b) An individual who is driving with a child in the vehicle shall supervise no more than four (4) children under the age of five (5).	with
1) Ratios	In Compliance
2) Lone driver	In Compliance
309 - Seating	
 922 KAR 2:120 - Section 12 (10) Each child shall: (a) Have a seat; (b) Be individually belted or harnessed in the seat; and (c) Remain seated while the vehicle is in motion. 	
1) Each child has a seat	In Compliance
2) Belted	In Compliance
3) Remain seated	In Compliance
310 - Child Unattended	
922 KAR 2:120 - Section 12 (11) A child shall not be left: (a) Unattended at the site of aftercare delivery; and (b) Unattended in a vehicle.	
1) At site	In Compliance
2) On vehicle	In Compliance
311 - Pre-arranged plan	In Compliance
922 KAR 2:120 - Section 12 (12) If the parent or designee is unavailable, a prearranged written plan shall be completed to designate where the child can be picked	up.
312 - Unaccompanied child crossing street	In Compliance
922 KAR 2:120 - Section 12 (13) A child shall not be picked up or delivered to a location that requires crossing the street or highway unless accompanied by an add	ult.
313 - Vehicle Headlamps	In Compliance
922 KAR 2:120 - Section 12 (14) A vehicle transporting a child shall have the headlamps on.	
314 - Refueling	In Compliance
922 KAR 2:120 - Section 12 (15) A vehicle shall be refueled when not being used to transport a child. If emergency refueling or repair is necessary during transport children shall be removed and supervised by an adequate number of adults while refueling or repair is occurring.	ing, all
315 - Driver not in seat	
 922 KAR 2:120 - Section 12 (16) If the driver is not in the driver's seat, the: (a) Engine shall be turned off; (b) Keys shall be removed; and (c) Emergency brake shall be set. 	
1) Engine off	In Compliance
2) Keys removed	In Compliance
3) Emergency brake on	In Compliance

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Inspection Report	
316 - Children's transportation records	
922 KAR 2:120 - Section 12	
(17) Transportation services provided shall:	
(a) Be recorded in writing and include:	
 The first and last name of the child transported; and The time each child gets on and the time each child gets off; 	
(b) Be completed by a staff member other than the driver; and	
(c) Be kept for five (5) years.	
1) Recorded in writing	In Compliance
2) First and last name of children	In Compliance
3) Time on	In Compliance
4) Time off	In Compliance
5) Documented by other staff	In Compliance
6) Kept for 5 years	In Compliance
318 - Hazardous Items	
922 KAR 2:120 - Section 12 (19) Guns, ammunition, alcohol, or illegal substances shall not be transported in a vehicle transporting children.	
1) Guns	In Compliance
2) Ammunition	In Compliance
3) Alcohol	In Compliance
4) Illegal substances	In Compliance
Food Service - Classroom	
194 - Bottle Feeding	
922 KAR 2:120 - Section 3	
(10) While bottle feeding an infant, the:	
(a) Child shall be held; and (b) Bottle shall not be:	
1. Propped;	
2. Left in the mouth of a sleeping infant; or	
3. Heated in a microwave.	
1) Child held	In Compliance
2) Not Propped	In Compliance
3) Not with sleeping infant	In Compliance
4) Not heated in microwave	In Compliance
254 - Requirements for children's meal service	
922 KAR 2:120 - Section 8	
(3) A child shall be: (a) Seated with sufficient room to manage food and tableware; and	
(b) Supplied with individual eating utensils designed for use by a child.	
1) Seated with sufficient room	In Compliance
2) Individual utensils	In Compliance
256 - Refrigerator	
922 KAR 2:120 - Section 8	
(5) A cold-storage facility used for storage of perishable food in a nonfrozen state shall:	
(a) Have an indicating thermometer or other appropriate temperature measuring device; (b) Be in a safe environment for preservation; and	
(c) Be forty-five (45) degrees Fahrenheit or below, or 140 degrees Fahrenheit or above.	
1) Thermometer	In Compliance
2) Safe environment	In Compliance
3) 45 degrees or below	In Compliance
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25	7 - Frozen Food	Not Applicable
L II	022 KAR 2:120 - Section 8	
ĽĽ	6) Except when being thawed for preparation or use, frozen food shall be: (a) Kept at a temperature of zero degrees Fahrenheit or below; and	
Ш	(b) If potentially hazardous:	
Ш	1. Thawed at refrigerator temperatures;	
Ш	2. Thawed under cool, potable running water;	
Ш	 Quick thawed as part of the cooking process; or Thawed by another method in accordance with the Department of Public Health's food safety standards and permits, established 	in KRS
	Chapter 217.	
'	I) Kept at zero degrees or below	Not Applicable
:	2) Thawed at refrigerator temperatures	Not Applicable
25	9 - Kitchen Equipment clean and sanitary	
[022 KAR 2:120 - Section 8	
	8) The following shall be clean and sanitary:	
Ш	(a) Eating and drinking utensils;	
ш	(b) Kitchenware; (c) Food contact surfaces of equipment;	
ш	(d) Food storage utensils;	
ш	(e) Cooking surfaces of equipment; and	
ļι	(f) Nonfood contact surfaces of equipment.	
[•]	I) Eating and drinking utensils	In Compliance
:	2) Kitchenware	In Compliance
:	3) Food contact surfaces of equipment	In Compliance
.	4) Food storage utensils	In Compliance
	5) Cooking surfaces of equipment	In Compliance
	6) Nonfood contact surfaces of equipment	In Compliance
26	0 - Single Service Article	-
l f	022 KAR 2:120 - Section 8	
	9) A single-service article shall be:	
Ш	(a) Stored;	
ш	(b) Handled and dispensed in a sanitary manner; and (c) Used only once.	
	(o) osed only once []	In Compliance
I 1		•
I 1	2) Handled Sanitary manner	In Compliance
	3) Used once	In Compliance
l i	1 - Bottles	
	022 KAR 2:120 - Section 8	
Ľľ	10) Bottles shall be: (a) Individually labeled;	
Ш	(b) Promptly refrigerated; and	
ΙL	(c) Covered when not in use.	
·	I) Individually labeled	In Compliance
:	2) Promptly refrigerated	In Compliance
;	3) Covered when not in use	In Compliance
26	2 - Meal Schedule	In Compliance
	022 KAR 2:120 - Section 9 Food Requirements.	
	1) There shall be at least a two (2) hour lapse, but no longer than three (3) hours lapse, between each meal or snack.	
26	3 - Child Present Served	In Compliance
	022 KAR 2:120 - Section 9	
1 5	2) A child present at meal or snack time shall be served.	
Ιr	3 - Individual Portion	In Compliance
L II	922 KAR 2:120 - Section 9 (12) An individual portion of food served to a child or adult shall not be served again.	
1 4	5 - Drinking Water	In Compliance
Lп	022 KAR 2:120 - Section 9	-
L II	14) Drinking water shall be freely available to a child.	

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277 - Parent provided formula/breast milk	
922 KAR 2:120 - Section 9 (16) A parent who provides formula or breast milk to the center for the child shall prepare the liquid and label its container.	
1) Prepared	In Compliance
2) Labeled	In Compliance
Food Service	
252 - Kitchen Requirements	
 922 KAR 2:120 - Section 8 Kitchen Requirements. (1) The kitchen shall: (a) Be clean; (b) Be equipped for the proper: 1. Preservation; 2. Storage; 3. Preparation; and 4. Serving of food; (c) Be adequately ventilated to the outside air; and 	
(d) Except in a Type II center when a meal is not being prepared, not be used for the activity of a child.	
1) Clean 2) Equipped for preservation	In Compliance
2) Equipped for preservation	In Compliance
3) Equipped for storage	In Compliance
4) Equipped for preparation 5) Equipped for serving	In Compliance
6) Ventilated	In Compliance
7) Not for Child activity	In Compliance
253 - Food Service Permit	In Compliance
922 KAR 2:120 - Section 8	
(2) A center required to have a food service permit shall be in compliance with 902 KAR 45:005 and this administrative regulation.	
255 - Food preparation utensils	
922 KAR 2:120 - Section 8 (4) Convenient and suitable sanitized utensils shall be: (a) Provided; and (b) Used to minimize handling of food during preparation.	
1) Sanitized	In Compliance
2) Provided	In Compliance
3) Used to Minimize Handling of Food	In Compliance
256 - Refrigerator	
 922 KAR 2:120 - Section 8 (5) A cold-storage facility used for storage of perishable food in a nonfrozen state shall: (a) Have an indicating thermometer or other appropriate temperature measuring device; (b) Be in a safe environment for preservation; and (c) Be forty-five (45) degrees Fahrenheit or below, or 140 degrees Fahrenheit or above. 	
1) Thermometer	In Compliance
2) Safe environment	In Compliance
3) 45 degrees or below	In Compliance
257 - Frozen Food	
 922 KAR 2:120 - Section 8 (6) Except when being thawed for preparation or use, frozen food shall be: (a) Kept at a temperature of zero degrees Fahrenheit or below; and (b) If potentially hazardous: Thawed at refrigerator temperatures; Thawed under cool, potable running water; Quick thawed as part of the cooking process; or Thawed by another method in accordance with the Department of Public Health's food safety standards and permits, established Chapter 217. 	in KRS
1) Kept at zero degrees or below	In Compliance
2) Thawed at refrigerator temperatures	In Compliance
3) Thawed under water	In Compliance
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4) Quick thawed	In Compliance
5) Thawed according to food safety standards	In Compliance
258 - Food Contact Items	
922 KAR 2:120 - Section 8 (7) Equipment, utensils, and surfaces contacting food shall be: (a) Smooth; (b) Free of breaks, open seams, cracks, and chips; (c) Accessible for cleaning; and (d) Nontoxic.	
1) Equipment smooth, free from breaks, open seams, cracks and chips, accessible for cleaning, and nontoxic	In Compliance
2) Utensils smooth, free from breaks, open seams, cracks and chips, accessible for cleaning, and nontoxic	In Compliance
3) Food contact surfaces smooth, free from breaks, open seams, cracks and chips, accessible for cleaning, and nontoxic	In Compliance
259 - Kitchen Equipment clean and sanitary	
 922 KAR 2:120 - Section 8 (8) The following shall be clean and sanitary: (a) Eating and drinking utensils; (b) Kitchenware; (c) Food contact surfaces of equipment; (d) Food storage utensils; (e) Cooking surfaces of equipment; and (f) Nonfood contact surfaces of equipment. 	
1) Eating and drinking utensils	In Compliance
2) Kitchenware	In Compliance
3) Food contact surfaces of equipment	In Compliance
4) Food storage utensils	In Compliance
5) Cooking surfaces of equipment	In Compliance
6) Nonfood contact surfaces of equipment	In Compliance
264 - Meals Required	
 922 KAR 2:120 - Section 9 (3) The child-care center shall serve: (a) 1. Breakfast; or 2. A mid-morning snack; (b) Lunch; (c) A mid-afternoon snack; and (d) Dinner. 	
1) Breakfast	In Compliance
2) Mid-morning snack	In Compliance
3) Lunch	In Compliance
4) Mid-afternoon snack	In Compliance
264 - Meals Required	
 922 KAR 2:120 - Section 9 (3) The child-care center shall serve: (a) 1. Breakfast; or 2. A mid-morning snack; (b) Lunch; (c) A mid-afternoon snack; and (d) Dinner. 	
5) Dinner	Not Applicable
265 - Menu	
922 KAR 2:120 - Section 9	
 (4) A weekly menu shall be: (a) Prepared; (b) Dated; (c) Posted in advance in a conspicuous place; (d) Kept on file for thirty (30) days; and (a) Substitutions to a posted weekly menu shall be noted on the day the meal is conved 	

(e) Substitutions to a posted weekly menu shall be noted on the day the meal is served.

1) Prepared



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2) Dated	In Compliance
3) Posted	In Compliance
4) On File	In Compliance
5) Substitutions noted	In Compliance
266 - Breakfast Requirements	
922 KAR 2:120 - Section 9 (5) Breakfast shall include: (a) Milk; (b) Bread; and (c)1. Fruit; 2. Vegetable; or 3. 100 percent juice. 1) Milk	In Compliance
2) Bread	In Compliance
3) Fruit/Vegetable/Juice	In Compliance
267 - Snack Requirements	
 922 KAR 2:120 - Section 9 (6) A snack shall include two (2) of the following: (a) Milk; (b) Protein; (c) Bread; or (d)1. Fruit; 2. Vegetable; or 3. 100 percent juice. 	
1) Milk ** Must select two from the list	In Compliance
2) Protein ** Must select two from the list	In Compliance
3) Bread ** Must select two from the list	In Compliance
4) Fruit/Vegetable/Juice ** Must select two from the list	In Compliance
268 - Lunch/Dinner Requirements	
 922 KAR 2:120 - Section 9 (7) Lunch and dinner shall include: (a) Milk; (b) Protein; (c) Bread; and (d) 1. Two (2) vegetables; or 2. A fruit and one (1) vegetable. 	
1) Milk	In Compliance
2) Protein	In Compliance
3) Bread	In Compliance
4) 2 Vegetables or Fruit and Vegetable	In Compliance



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269 - Food Requirements	
922 KAR 2:120 - Section 9	
(8) Food shall be:	
(a) Clean;	
(b) Free from: 1. Spoilage;	
2. Adulteration; and	
3. Misbranding;	
(c) Safe for human consumption;	
(d) Withheld from service or discarded if the food is hermetically sealed, nonacidic, or low-acidic food that has been processed in a p than a commercial food-processing establishment;	lace other
(e) Obtained from a source that is in compliance with the Department of Public Health's food safety standards and permits, establish	ed in KRS
Chapter 217;	
(f) Acceptable if from an established commercial food store;	
(g) Served in a quantity reflecting the developmental stage of the child with additional portions provided upon request of the child; and (h) Protected against contamination from:	nd
1. Dust;	
2. Flies;	
3. Rodents and other vermin;	
4. Unclean utensils and work surfaces; 5. Unnecessary handling;	
6. Coughs and sneezes;	
7. Flooding;	
8. Drainage; and	
9. Overhead leakage.	
1) Clean	In Compliance
2) Free from Spoilage	In Compliance
3) Free from Adulteration	In Compliance
4) Free from Misbranding	In Compliance
5) Safe for human consumption	In Compliance
6) No homemade food	In Compliance
7) Source approved by Public Health	In Compliance
8) Commercial Food Store	In Compliance
9) Appropriate quantity/Additional portions	In Compliance
10) Protected from contamination	In Compliance
270 - Food Storage	
922 KAR 2:120 - Section 9	
(9) Food shall be stored on: (a) Clean racks;	
(b) Clean shelves;	
(c) Other clean surfaces; or	
(d) If maintained in a sanitary condition, food in nonabsorbent containers may be stored on the floor.	
1) Food stored on clean racks, shelves, or other clean surfaces	In Compliance
2) Food stored in nonabsorbent containers on the floor if maintained in a sanitary condition	In Compliance
271 - Fruits and Vegetables Washed	In Compliance
922 KAR 2:120 - Section 9 (10) Fruits and vegetables shall be washed before cooking or serving.	
272 - Potentially hazardous foods	
922 KAR 2:120 - Section 9	
(11) Meat salads, poultry salads, and cream filled pastries shall be:	
(a) Prepared with utensils that are clean; and	
(b) Unless served immediately, refrigerated pending service.	In Carry !!
1) Prepared with clean utensils	In Compliance
2) Refrigerated pending service	In Compliance
273 - Individual Portion	In Compliance
922 KAR 2:120 - Section 9 (12) An individual portion of food served to a child or adult shall not be served again.	
274 - Wrapped Food	In Compliance

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· ·	
922 KAR 2:120 - Section 9 (13) Wrapped food that is still wholesome and has not been unwrapped may be reserved.	
275 - Drinking Water	In Compliance
922 KAR 2:120 - Section 9	
(14) Drinking	
water shall be freely available to a child.	
277 - Parent provided formula/breast milk	
922 KAR 2:120 - Section 9	
(16) A parent who provides formula or breast milk to the center for the child shall prepare the liquid and label its container.	
1) Prepared	In Compliance
2) Labeled	In Compliance
Children's Records	_
96 - Enrollment Information	
922 KAR 2:110 - Section 3	
The following records shall be maintained at the child-care center for 5 years:	
(1) Sufficient records to:	
(a) Identify each child enrolled in the child-care center; and	
(b) Enable the person in charge to contact each child's: 1. Parent at:	
a. Home; or	
b. Place of employment; and	
2. Family physician; and	
(c) Identify the name of each person designated in writing by the parent to pick up the child;	
1) Identification Information	In Compliance
2) Parent Contact Information	In Compliance
3) Physician Contact	In Compliance
4) Designated Pick-up	In Compliance
97 - Emergency/Medical Information	
922 KAR 2:110 - Section 3 The following records shall be maintained at the child-care center for five (5) years:	
(2) Each child's medical history, along with authorization for emergency medical care, signed by the parent and left with the child-care	e center
director at the time of enrollment;	
1) Medical History	In Compliance
2) Emergency Authorization	In Compliance
98 - Immunization Certificate	In Compliance
922 KAR 2:110 - Section 3	
The following records shall be maintained at the child-care center for five (5) years:	
(3) Except as provided in KRS 214.036, a current immunization certificate showing that the child is immunized pursuant to 902 KAR 2	2:060, placed
on file within thirty (30) days of enrollment;	
99 - Documentation for Off Premise Trip	In Compliance
922 KAR 2:110 - Section 3	
The following records shall be maintained at the child-care center for five (5) years:	
(4) Permission forms for each trip off the premises signed by the parent;	
Written Documentation	
93 - Policies and Procedures	
922 KAR 2:110 - Section 2	
(5) Program policies and procedures shall:	
(a) Be in writing; and (b) Include:	
1. Staff policies;	
2. Job descriptions;	
3. An organization chart;	
4. Chain of command; and	
5. Other procedures necessary to ensure implementation of:	
a. KRS 199.898, Rights for children in child-care programs and their parents, custodians, or guardians - posting and distribution req b. 922 KAR 2:090, Child-care center licensure;	juirements;
c. 922 KAR 2:090, Child-care center licensure; c. 922 KAR 2:120, Child-care center health and safety standards; and	

- c. 922 KAR 2:120, Child-care center health and safety standards; and
- d. This administrative regulation.

1) Writing



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2) Staff Policies	In Compliance
3) Job Description	In Compliance
4) Organization Chart	In Compliance
5) Chain of Command	In Compliance
6) Other Procedures-a) Rights for Children b)922 KAR 2:090 c) 922 KAR 2:110 d)922 KAR 2:120	In Compliance
100 - Daily Attendance Records	
922 KAR 2:110 - Section 3 (5) Daily attendance records documenting the arrival and departure time of each child;	

1) Arrival

2) Departure

101 - Staff Schedule

In Compliance In Compliance

In Compliance

922 KAR 2:110 - Section 3

(6) A written schedule of staff working hours;

104 - Earthquake/Tornado Drills

922 KAR 2:110 - Section 3

(9) A written record of quarterly, practiced earthquake and tornado drills detailing the date, time, and children who participated;		
1) Earthquake - conducted quarterly	In Compliance	
2) Earthquake - includes date	In Compliance	
3) Earthquake - includes time	In Compliance	
4) Earthquake - includes children who participated	In Compliance	
5) Tornado - conducted quarterly	In Compliance	
6) Tornado - includes date	In Compliance	
7) Tornado - includes time	In Compliance	
8) Tornado - includes children who participated	In Compliance	

105 - Fire Drills

L	922 KAR 2:110 - Section 3	
L	(10) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated;	
L	1) Date	In Compliance
L	2) Time	In Compliance
L	3) Children	In Compliance
L	4) Conducted monthly	In Compliance
1	108 - Report Documentation Maintenance	In Compliance
L	922 KAR 2:110 - Section 3	

(13) A written record of reports to the cabinet required in Section 6(1) of this administrative regulation.

143 - Notification of Changes	Not Applicable
922 KAR 2:110 - Section 6	
(4) Written notification of the following shall be made to the cabinet to allow for approval before implementation:	
(a) Change of ownership;	
(b) Change of location;	
(c) Increase in capacity;	
(d) Change in hours of operation;	
(e) Change of services in the following categories:	
1. Infant;	
2. Toddler;	
3. Two (2) years to school-age;	
4. School-age;	
5. Nontraditional hours; or	
6. Transportation; or	
(f) Addition to the square footage a child-care center's premises.	
1) CHOW	Not Applicable
2) CHOL	Not Applicable
3) Capacity	Not Applicable
4) Hours	Not Applicable
5) Services-Infant	Not Applicable



6) Services-Toddlers	Not Applicable
7) Services-2-SA	Not Applicable
8) Services-SA	Not Applicable
9) Nontraditional hours	Not Applicable
10) Transportation	Not Applicable
11) Additional Space	Not Applicable
168 - Orientation procedures	
 922 KAR 2:120 - Section 2 (b) The program shall include: A procedure to inform child care staff of the laws of the Commonwealth pertaining to child abuse or neglect set forth in KRS 620. Written policy that specifies that the procedures that were taught a 	030; and 2.
2) Written Orientation Policy	In Compliance
Posted Documentation	
29 - License	In Compliance
922 KAR 2:090 - Section 5 (14) The license shall be posted in a conspicuous place in the child-care center.	
95 - Posting Requirements	
922 KAR 2:110 - Section 2	
(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 r	nake
available for public inspection: (a) Each statement of deficiency and civil monetary 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) 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. (d) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and	
(e) Daily schedule.	
1) Statement of Deficiency	In Compliance
3) Plan of Correction	In Compliance
4) Services	In Compliance
5) Rates	In Compliance
6) Ratios/Group Size	In Compliance
7) Daily Schedule	In Compliance
95 - Posting Requirements	
922 KAR 2:110 - Section 2	
(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 r	nake
available for public inspection:	
 (a) Each statement of deficiency and civil monetary 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) 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.	
(d) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and (e) Daily schedule.	
2) Civil Penalty	Not Applicable
106 - Disaster Course of Action	
922 KAR 2:110 - Section 3	
(11) A written plan and diagram outlining the course of action in the event of natural or manmade disaster, posted in a prominent plan	
1) Posted written Plan	In Compliance
2) Posted diagram	In Compliance
114 - Daily Activities	
922 KAR 2:110 - Section 4 (1) (h) Post a schedule of daily activities, to include lists and dates of activities to be conducted with the children in each classroom;	
1) Posted	In Compliance
2) List of Activities	In Compliance
3) Dates of Activities	In Compliance

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Posted Documentation - Classroom	
114 - Daily Activities	
922 KAR 2:110 - Section 4 (1) (h) Post a schedule of daily activities, to include lists and dates of activities to be conducted with the children in each classroom;	
1) Posted	In Compliance
2) List of Activities	In Compliance
3) Dates of Activities	In Compliance
286 - Diapering/hand washing	In Compliance
922 KAR 2:120 - Section 10 (9) The proper methods of diapering and hand-washing shall be posted at each diaper changing area.	
Animals	
319 - Animal Requirements	Not Applicable
 922 KAR 2:120 - Section 13 (1) Animals shall be: (a) Supervised by an adult if in the presence of a child in care; and (b) Certified as properly vaccinated against rabies. 	
1) Supervised	Not Applicable
2) Vaccinated	Not Applicable
321 - Prohibited Animals	Not Applicable
922 KAR 2:120 - Section 13 (3) Except if used as planned program activity in the control of an animal specialist, an animal that is considered undomesticated, v shall not be allowed at a child-care center.	vild, or exotic
1) Undomesticated	Not Applicable
2) Wild	Not Applicable
3) Exotic	Not Applicable
C.O.	
13 - Corporation/ LLC/ Partnership	
922 KAR 2:090 - Section 4 (3) If the applicant for licensure is a: (a) Corporation or a limited liability company, the application shall include a current certificate of existence or authorization from of State; or (b) Partnership, the application shall include a written statement from each partner that the partnership is current and viable.	the Secretary
1) Corporation/LLC statement	Not Inspected

2) Partnership statement

Kentucki



Not Inspected