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Inspection Report

Provider Name: Quinn Chapel Child Care Center	Provider Information	CLR No: L355854
Provider Address: 744 Charles Avenue, Lexington, KY, 40508	Provider Type: LICENSED TYPE I	Capacity: 35
Owner(s): Quinn Chapel African Methodist Episcopal Church Of Lexington, Kentucky, Inc.		Director(s): Bright, Revonda

Inspection Type: Renewal Application	Inspection Information	Inspection No: 305558
Date Initiated: 12/07/2020 9:16 AM	Date Concluded: 12/07/2020 10:52 AM	
	No. of Children Present: 10	

Inspection Report	
Background Checks	In Compliance
Supervision	Not In Compliance
90 - Children Supervised	Not In Compliance
<p>922 KAR 2:120. Section 2. Child Care Services.</p> <p>(3)(a) Each center shall maintain a child-care program that assures each child will be:</p> <p>1. Provided with adequate supervision at all times by a qualified staff person who ensures the child is:</p> <p>a. Within scope of vision and range of voice; or</p> <p>b. For a school-age child, within scope of vision or range of voice;</p> <p>Findings:</p> <p>General: Based on observation and interview, the facility failed to maintain adequate supervision. The surveyor arrived at the facility at approximately 9:20 AM. Upon entering the School-age space, the surveyor observed three school-age students sitting at a desk. There was also a child in a high chair and a toddler walking around within the same area. The toddler ran out of the school-age space and down the hallway, out of sight. The staff member left the school-age children and the child in the high chair to go retrieve the toddler. The toddler also ran into the Two-Year-old classroom and began to run up the steps. The staff member was able to retrieve this child once more. A few moments later, the staff member was observed to bring an infant from the Infant classroom; it is unknown how long this child had been left unsupervised in the infant area. The staff member left the children on at least two other occasions to retrieve milk from the refrigerator, and to retrieve the running toddler. Shortly after, another toddler arrived and joined the group. The staff member was then observed to take four infant and toddler age children into the Two-Year-Old classroom, leaving the school-aged children in the school-aged area unsupervised. The staff member stated that she was responsible for the Infant classroom, the Toddler classroom and the School-aged classroom since the regular staff was not present.</p>	
120 - Adequate Adults/Qualified Staff	Not In Compliance
<p>922 KAR 2:090. Section 11. Staff Requirements.</p> <p>(10) The minimum number of adult workers in a child-care center shall be sufficient to ensure that:</p> <p>(a) Minimum staff-to-child ratios in accordance with 922 KAR 2:120 are followed;</p> <p>(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</p> <p>(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.</p> <p>Findings:</p> <p>Based on observation and interview, the facility failed to have enough adult workers to ensure the minimum staff to child ratios were maintained. At the time of the survey, there was one staff person supervising the children ages three to five-years old. There was another staff person working as the cook. A third staff person was left supervising the children with ages ranging from infant to two-years-old as well as three school-age children. There was not a sufficient number of adults to ensure the children were grouped appropriately according to age.</p>	

125 - Ratios and Group Size

Not In Compliance

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

(2) For an operating child-care center, minimum staff-to-child ratios and group size shall be maintained as established in the table established in this subsection.

Age of Children Ratio Maximum Group Size*

- Infant**
- 1 staff for 5 children 10**
- Toddler 12 to 24 months**
- 1 staff for 6 children 12**
- Toddler 24 to 36 months**
- 1 staff for 10 children 20**
- Preschool-age 3 to 4 years**
- 1 staff for 12 children 24**
- Preschool-age 4 to 5 years**
- 1 staff for 14 children 28**
- School-age 5 to 7 years**
- 1 staff for 15 children 30**
- School-age 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 child-care centers.

(b) The age of the youngest child in the group shall determine the:

- 1. Staff-to-child ratio; and**
- 2. Maximum group size.**

Findings:

General: Based on observation, one staff member was responsible for the School-age students and the infants and toddlers. There were three school-aged children present and four children under age two. One staff person was responsible for supervising all seven children, thus exceeding the minimum staff to child ratio by two children.

General Administration

Not In Compliance

145 - Fire Marshal

Not In Compliance

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

(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:

- (b) Be approved by the Office of the State Fire Marshal or designee;**

Findings:

General: Based on observation, Fire Marshal documentation was not available for review. The staff person with access to the files was not present at the facility, and the other staff members did not have access to the files.

155 - Liability Insurance

Not In Compliance

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

(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:

- (d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;**

Findings:

General: Based on review of documentation, the surveyor was unable to verify current liability insurance. The staff person with access to the files was not present at the facility, and the other staff members did not have access to the files.

Director Requirements

Not In Compliance

330 - Regulatory Compliance/Staff in Charge

Not In Compliance

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.

(1) A director shall:

- (d) Ensure:**
 - 1. Compliance with 922 KAR 2:120, 922 KAR 2:280, and this administrative regulation; and**
 - 2. The designation of one (1) adult staff person in charge to carry out the director's duties if the director is not present in the child-care center during operating hours. The director shall be responsible for the actions of the designee during the director's absence;**

Findings:

Based on observation and interview, the facility failed to designate one adult staff person to be in charge and able to carry out the duties of the director in her absence. At the time of the survey, staff indicated that the director was not present. It was also indicated that there was no specific staff person in charge and the staff who were present did not have access to the employee or children's records. The staff were unable to access the children's identifying information including parent contact, health information, and adults authorized for pick-up.

Inspection Report

340 - Staff Meeting

Not In Compliance

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.

- (1) A director shall:
 - (i) Conduct, manage, and document in writing recurring staff meetings;

Findings:

General: Based on observation, no documentation of staff meetings was available during the survey inspection. The staff person with access to the files was not present at the facility, and the other staff members did not have access to the the files.

350 - Health, Safety, Comfort

Not In Compliance

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.

- (1) A director shall:
 - (l) Assure the health, safety, and comfort of each child;

Findings:

General: Based on observation, there were several exposed electrical outlets throughout the facility, including in the two-year-old classroom, infant classroom, and the hallway leading to the classrooms.

Employee Records

Not In Compliance

385 - Personnel File

Not In Compliance

922 KAR 2:090. Section 9. Records.

- (1) A child-care center shall maintain:
 - (e) A current personnel file for each child-care center staff person to include:
 1. Name, address, date of birth, and date of employment;
 2. Proof of educational qualifications;
 3. Record of annual performance evaluation;
 4. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and
 5. The results of background checks conducted in accordance with 922 KAR 2:280;

Findings:

General: Based on observation and interview, staff files were not available for review. The staff person with access to the files was not present at the facility, and the other staff members did not have access to the area where the files are kept.

390 - Educational Requirements

Not In Compliance

922 KAR 2:090. Section 11. Staff Requirements.

- (1) Child-care center staff:
 - (a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:
 1. High school diploma;
 2. GED or qualifying documentation from a comparable educational entity; or
 3. Commonwealth Child Care Credential as described in 922 KAR 2:250;

Findings:

General: Based on observation, staff files were not available for review. The staff person with access to the files was not present at the facility, and the other staff members did not have access to the area where the files are kept.

395 - TB Verification

Not In Compliance

922 KAR 2:090. Section 11. Staff Requirements.

- (1) Child-care center staff:
 - (b) Shall provide, prior to employment and every two (2) years thereafter:
 1. A statement from a health professional that the individual is free of active tuberculosis; or
 2. A copy of negative tuberculin results.

Findings:

General: Based on observation, staff files were not available for review. The staff person with access to the files was not present at the facility, and the other staff members did not have access to the area where the files are kept.

400 - CPR/First Aid Coverage

Not In Compliance

922 KAR 2:090. Section 11. Staff Requirements.

- (3) For a child-care center licensed for infant, toddler, or preschool-age children, at least one (1) person on duty and present with the children shall be currently certified by a cabinet-approved training agency in the following skills:
 - (a) Infant and child cardiopulmonary resuscitation; and
 - (b) Infant and child first aid.
- (4) For a child-care center licensed for school-age children, at least one (1) person on duty and present with the children shall be currently certified by a cabinet-approved training agency in the following skills:
 - (a) Adult cardiopulmonary resuscitation; and
 - (b) First aid.

Findings:

General: Based on observation, there was no documentation available to verify that any staff member present had CPR or first aid certification. Staff files were not available for review. The staff person with access to the files was not present at the facility, and the other staff members did not have access to the files.

Inspection Report

Programming

Not In Compliance

465 - Electronic Viewing/Listening Planned Program

Not In Compliance

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 as established in Section 2(4) of this administrative regulation.

Findings:

General: Based on observation and review of documentation, a television was playing a cartoon in the School-age space throughout the duration of the survey. There was no planned programming information available to determine if the cartoon was a part of the programming.

Premises

Not In Compliance

560 - Building Requirements

Not In Compliance

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

(5) The building shall be constructed to ensure the:

(a) Building is:

- 1. Dry;**
- 2. Ventilated; and**
- 3. Well lit, including clean light fixtures that are:**
 - a. In good repair in all areas; and**
 - b. Shielded or have shatter-proof bulbs installed; and**

(b) Following are protected:

- 1. Windows;**
- 2. Doors;**
- 3. Stoves;**
- 4. Heaters;**
- 5. Furnaces;**
- 6. Pipes; and**
- 7. Stairs.**

Findings:

General: Based on observation, a set of stairs in the two-year-old classroom was not protected. A child was able to access the steps and run to the top.

Hygienic Practices

Not In Compliance

685 - Diaper Changing Area/Surface

Not In Compliance

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

(10) When a child is diapered, the child shall:

(b) Be placed on a surface that is:

- 1. Clean;**
- 2. Padded;**
- 3. Free of holes, rips, tears, or other damage;**
- 4. Nonabsorbent;**
- 5. Easily cleaned; and**
- 6. Free of any items not used for diaper changing.**

Findings:

General: Based on observation, a belt and a toy giraffe were stored on the infant room changing table. Only items used for diapering should be stored in this area.

700 - Children's Individual Items

Not In Compliance

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

(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.**

Findings:

General: Based on observation, children's coats were stored on hooks in the hallway leading into the classrooms. The children's items were touching one another leading to the potential spread of germs.

Inspection Report

First Aid/Medication

Not In Compliance

715 - First Aid Supplies

Not In Compliance

922 KAR 2:120. Section 7. First Aid and Medicine.

(1) First aid supplies shall:

- (a) Be available to provide prompt and proper first aid treatment;**
- (b) Be stored out of reach of a child;**
- (c) Be periodically inventoried to ensure the supplies have not expired;**
- (d) If reusable, be:**
 - 1. Sanitized; and**
 - 2. Maintained in a sanitary manner; and**
- (e) Include:**
 - 1. Liquid soap;**
 - 2. Adhesive bandages;**
 - 3. Sterile gauze;**
 - 4. Medical tape;**
 - 5. Scissors;**
 - 6. A thermometer;**
 - 7. Flashlight;**
 - 8. Cold pack;**
 - 9. First aid book;**
 - 10. Disposable gloves; and**
 - 11. A cardiopulmonary resuscitation mouthpiece protector.**

Findings:

General: Based on observation, a first aid kit was not available for inspection.

Outdoor Play Area

Not In Compliance

750 - Playground Conditions

Not In Compliance

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

(20) An outdoor play area shall be:

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

Findings:

General: Based on observation, a large branch had fallen into the children's play space on the playground.

Equipment

Not In Compliance

815 - Toys/Furniture

Not In Compliance

922 KAR 2:120. Section 11. Toys and Furnishings.

(1) All toys and furniture contacted by a child shall be:

- (a) Kept clean and in good repair; and**
- (b) Free of peeling, flaking, or chalking paint.**

Findings:

General: Based on observation, a toy kitchenette in the two-year-old classroom had a crusty, white residue in the sink basin.

Transportation

In Compliance

Food Service/Food Program

In Compliance

Food Service

In Compliance

Children's Records

Not In Compliance

1135 - Immunization

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

- (a) A current immunization certificate for each child in care within thirty (30) days of the child's enrollment, unless an attending physician or the child's parent objects to the immunization of the child pursuant to KRS 214.036;**

Findings:

General: Based on observation, immunization records were not available for review. The staff person with access to the files was not present at the facility, and the other staff members did not have access to the files.

1140 - Enrollment Information

Not In Compliance

922 KAR 2:090. Section 9. Records.

- (1) A child-care center shall maintain:**
- (b) A written record for each child:**
- 1. Completed and signed by the child's parent;**
 - 2. Retained on file on the first day the child attends the child-care center; and**
 - 3. To contain:**
 - a. Identifying information about the child, which includes, at a minimum, the child's name, address, and date of birth;**
 - b. Contact information to enable a person in charge to contact the child's:**
 - (i) Parent at the parent's home or place of employment;**
 - (ii) Family physician; and**
 - (iii) Preferred hospital;**
 - c. The name of each person who is designated in writing to pick-up the child;**
 - d. The child's general health status and medical history including, if applicable:**
 - (i) Allergies;**
 - (ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and**
 - (iii) Permission from the parent for third-party professional services in the child-care center;**
 - e. The name and phone number of each person to be contacted in an emergency involving or impacting the child;**
 - f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;**

Findings:

General: Based on observation, interview and record review, children's files were not available for review and were not accessible to the staff. The staff person with access to the files was not present at the facility. None of the staff members had access to children's emergency information including but not limited to identifying information, name of person(s) authorized to pick up the child, and the child's general health history including allergies and/or restrictions. There were eleven children being cared for at the time of the inspection.

Written Documentation

Not In Compliance

1150 - Evacuation Plan

Not In Compliance

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

- (1) A licensed child-care center shall have a written evacuation plan in the event of a fire, natural disaster, or other threatening situation that may pose a health or safety hazard for a child in care in accordance with KRS 199.895 and 42 U.S.C. 9858c(c)(2)(U).**

Findings:

General: Based on observation and review of documentation, the evacuation plan available for review was last updated in 2018. There was no evidence that the plan had been submitted for the 2020 year.

1155 - Policies and Procedures

Not In Compliance

922 KAR 2:090. Section 8. General.

- (4) 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 requirements;**
 - b. 922 KAR 2:120, Child-care center health and safety standards;**
 - c. 922 KAR 2:280, Background checks for child care staff members, reporting requirements, and appeals; and**
 - d. This administrative regulation.**

Findings:

General: Based on observation and interview, job descriptions and chain of command were not available for review. The staff person with access to the files was not present at the facility, and the other staff members did not have access to the files.

1165 - Staff Schedule

Not In Compliance

922 KAR 2:090. Section 9. Records.

- (1) A child-care center shall maintain:**
- (d) A written schedule of staff working hours;**

Findings:

General: Based on observation, a staff schedule was not available for review.

Inspection Report

1175 - Earthquake/Tornado/Fire Drills

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

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

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

Findings:

General: Based on review of documentation, the earthquake, fire, and tornado drills were not available for review. The staff person with access to the files was not present at the facility, and the other staff members did not have access to the area where the files are kept.

1190 - Orientation Procedure

Not In Compliance

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

(3)(b) The program shall include:

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

Findings:

General: Based on observation, an orientation procedure indicating that staff members would implement what was taught in the orientation training was not available for review.

Posted Documentation

Not In Compliance

1200 - Posting Requirements

Not In Compliance

922 KAR 2:090. Section 8. General.

(6) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:

- (a) The provider's preliminary or regular license;
- (b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;
- (c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;
- (d) Information on the Kentucky Consumer Product Safety Program and the program's Website as specified in KRS 199.897;
- (e) 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;
- (f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and
- (g) Daily planned program.

Findings:

General: Based on observation and review of documentation, the Infant classroom, Three-to Five-year-old classroom, and School-age classroom did not have a daily schedule posted for review.

1210 - Disaster Course of Action

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

(j) A written plan and diagram outlining the course of action in the event of a natural or manmade disaster, posted in a prominent place;

Findings:

General: Based on observation and review of documentation, written instructions informing individuals of emergency routes were posted; however, a diagram was not available with the written instructions.

1215 - Daily Activities

Not In Compliance

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.

(1) A director shall:

(h) Post a schedule of daily activities, to include dates and times of activities to be conducted with the children in each classroom;

Findings:

General: Based on observation and review of documentation, the Infant, Toddler, and School-aged classrooms did not have a schedule of daily activities posted nor available for review.

1220 - Diapering/Handwashing

Not In Compliance

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

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

Findings:

General: Based on observation and review of documentation, the diapering and handwashing steps were not posted near the diaper changing and hand washing stations of the Infant classroom.

Animals

In Compliance

Inspection Report

Emergency Regulation

Not In Compliance

1255 - Emergency Regulation

Not In Compliance

922 KAR 2:405E. Emergency Regulation.

Due to the current declared public health emergency caused by the Novel Coronavirus Disease (COVID-19), licensed child care centers must operate under Centers for Disease Control and Prevention and public health guidelines, as mandated by 922 KAR 2:405E, to prevent the spread of COVID-19.

Findings:

General: Based on observation, the facility failed to maintain compliance with emergency regulations including:

- 1 - The School-age children did not have protective face coverings. The lack of face coverings promotes the spread of germs and bacteria.
- 2 - The School-age children were in an area that was not separated from other children. At times, toddlers and an infant were observed in the same area.

Signature of Provider/Representative

Title

Date