



Andy Beshear
GOVERNOR

CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL

Eric Friedlander
SECRETARY

Melissa A. Moore, Director
Division of Regulated Child Care
Western Branch
901 B South Main Street
Hopkinsville, KY 42240

Adam Mather
INSPECTOR GENERAL

Phone: (270) 889-6052 Fax: (270) 889-6089
<https://chfs.ky.gov/agencies/os/oig>

Inspection Report

Provider Name: Charlotte's Web Pre-School & Nursery	Provider Information	CLR No: L383382
Provider Address: 4129 Vincent Station Drive, Owensboro, KY, 42303	Provider Type: LICENSED TYPE I	Capacity: 137(Bldg 1: 120)
Owner(s): Charlotte's Web Pre-school & Nursery, Llc		Director(s): Millay, Monti Gail

Inspection Type: Renewal Application	Inspection Information	Inspection No: 289551
Date Initiated: 06/28/2019 9:23 AM	Date Concluded: 06/28/2019 1:55 PM	
	No. of Children Present: 92	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance
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 review of documentation, a staff, hired on 01/29/18, did not maintain TB documentation on file.

410 - Training **Not In Compliance**

922 KAR 2:090. Section 11. Staff Requirements.
(16) In accordance with KRS 199.896(15) and (16), a staff person with supervisory authority over a child shall complete the following:
(a) Six (6) hours of cabinet-approved orientation within the first three (3) months of employment;
(b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training; and
(c) Fifteen (15) hours of cabinet-approved early care and education training during each subsequent year of employment, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.

Findings:

General: Based on review of documentation, a director, hired on 03/11/15, had documentation of completing thirteen (13) hours of cabinet approved training during a subsequent year of employment. A staff, hired on 03/11/15, had documentation of completing six (6) hours of cabinet approved training during a subsequent year of employment. A staff, hired on 10/23/17, had documentation of completing six (6) hours of cabinet approved training during the first year of employment and did not complete one and a half (1 ½) hours of pediatric abusive head trauma training. A staff, hired on 02/06/19, completed six (6) hours of cabinet approved orientation training on 05/25/19, which was not within the first three (3) months of employment.

Inspection Report

**Programming
Premises**

**In Compliance
Not In Compliance**

520 - Inaccessible Items

Not In Compliance

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

(7) The following shall be inaccessible to a child in care:

- (a) Toxic cleaning supplies, poisons, and insecticides;**
- (b) Matches, cigarettes, lighters, and flammable liquids; and**
- (c) Personal belongings and medications of staff.**

Findings:

General: Based on observation, a staff member's sweater hung on a hook, and was approximately six (6) inches from the floor in room 3. A staff members sweater hung on a hook behind the door and was approximately nine (9) inches from the floor in room 6. A bottle of Febreze air freshener was stored on the middle shelf of rack, which was positioned over the toilet, in toilet room between rooms 9 and 10. Two (2) large containers of disinfectant wipes and a bottle of disinfectant spray were stored on a lower shelf of an unlocked cabinet in room 10. All of these items were accessible to children.

525 - Items Accessible Only During Activity

Not In Compliance

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

(8) The following shall be inaccessible to a child in care unless under direct supervision and part of planned program of instruction:

- (a) Knives and sharp objects;**
- (b) Litter and rubbish;**
- (c) Bar soap; and**
- (d) Plastic bags not used for personal belongings.**

Findings:

General: Based on observation, an unfolded metal paperclip had an inch long pointy end and was in the top drawer of a three-drawer storage container in room 5. Two (2) sharp pair of adult scissors were stored in a plastic canister on top of a four-foot-high wooden shelf in room 5. Two (2) empty wadded up plastic bags were stored in the middle drawer of a three (3) drawer storage container and an empty top seal bag was stored in an empty cubby in room 9. Several wadded up plastic bags were inside a fabric container that hung on a rack positioned over the toilet in the toilet room between rooms 13 and 14. All of these items were accessible to children.

575 - Protected Openings

Not In Compliance

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

(8) 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.**

Findings:

General: Based on observation, an unscreened door, which led directly outside and was near room 1, was propped open approximately six (6) inches for one and a half (1 ½) hours.

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 blue and green mat had several tears and exposed inner foam in the toilet room located between rooms 9 and 10.

Inspection Report

First Aid/Medication

Not In Compliance

730 - Medication

Not In Compliance

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

- (6) Medication, including refrigerated medication, shall be:
- (a) Stored in a separate and locked place, out of the reach of a child unless the medication is:
 - 1. A first aid supply and is maintained in accordance with subsection (1) of this section;
 - 2. Diaper cream, sunscreen, or toothpaste. Diaper cream, sunscreen, or toothpaste shall be inaccessible to a child;
 - 3. An epinephrine auto-injector. A licensed child-care center shall comply with KRS 199.8951 and 311.646, including:
 - a. An epinephrine auto-injector shall be inaccessible to a child;
 - b. A child-care center shall have at least one (1) person onsite who has received training on the administration of an epinephrine auto-injector if the child-care center maintains an epinephrine auto-injector;
 - c. A child-care center shall seek emergency medical care for a child if an auto-injector is administered to the child; and
 - d. A child-care center shall report to the child's parent and the cabinet in accordance with 922 KAR 2:090, Section 12(1)(b) if an epinephrine auto-injector is administered to a child; or
 - 4. An emergency or rescue medication for a child in care, such as medication to respond to diabetic or asthmatic condition, as prescribed by the child's physician. Emergency or rescue medication shall be inaccessible to a child in care;
 - (b) Kept in the original bottle; and
 - (c) Properly labeled.
- (7) Medication shall not be given to a child if the medication's expiration date has passed.

Findings:

General: Based on observation, a bottle of infant's pain and fever and a bottle of diaper rash ointment were not labeled to indicate to whom each belonged in room #3. A tube of diaper cream was stored unlocked in the top drawer of a two-foot high storage container that was positioned on the floor in room #5. A small tube of oral pain relief paste was not labeled to indicate to whom it belonged in room #11.

Outdoor Play Area

Not In Compliance

755 - Protective Surface

Not In Compliance

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

- (21) 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.

Findings:

General: Based on observation, sparse protective surface was underneath a slide on the three-year and four-year-olds' playground. Sparse protective surface was underneath a dome shaped climbing apparatus on the two-year-olds' playground.

Equipment

Not In Compliance

770 - Play Equipment

Not In Compliance

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

- (24) Supports for climbing apparatus and large equipment shall be securely fastened to the ground.
- (25) Crawl spaces, such as tunnels, shall be short and wide enough to permit access by adults.
- (26) 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.

Findings:

General: Based on observation, a three-foot-high slide was not anchored on the three-year and four-year-olds' playground.

820 - Indoor/Outdoor Equipment

Not In Compliance

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

- (2) Indoor and outdoor equipment shall:
- (a) Be clean, safe, and in good repair;
 - (b) Meet the physical, developmental needs, and interests of children of different age groups;
 - (c) Be free from sharp points or corners, splinters, protruding nails or bolts, loose or rusty parts, hazardous small parts, lead-based paint, poisonous material, and flaking or chalking paint; and
 - (d) Be designed to guard against entrapment or situations that may cause strangulation.

Findings:

General: Based on observation, several dark brown stains were on a multi-colored animal print carpet in room 5.

Transportation

Not Applicable

Food Service/Food Program

In Compliance

Inspection Report

Food Service

Not In Compliance

1050 - Bottles

Not In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

(9) Bottles shall be:

- (a) Individually labeled;**
- (b) Promptly refrigerated;**
- (c) Covered while not in use; and**
- (d) Consumed within one (1) hour of being heated or removed from the refrigerator.**

Findings:

General: Based on observation, a bottle was not labeled in room 1. A bottle was uncovered and a bottle was not labeled in room 12.

Children's Records

In Compliance

Written Documentation

In Compliance

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date