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**Inspection Report**

<b>Provider Name:</b> Pitter Patter Daycare	<b>Provider Information</b>	<b>CLR No:</b> L358744
<b>Provider Address:</b> 18 Charles St, Greenup, KY, 41144	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 49
<b>Owner(s):</b> Hardin, Lisa Michelle		<b>Director(s):</b> Hardin, Lisa Michelle

<b>Inspection Type:</b> Investigation	<b>Inspection Information</b>	<b>Inspection No:</b> 219358
<b>Date Initiated:</b> 03/22/2017 10:15 AM	<b>Date Concluded:</b> 03/22/2017 10:45 AM	
	<b>No. of Children Present:</b> 50	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
<b>170 - Notification of Changes</b>	<b>Not In Compliance</b>

**922 KAR 2:110. Section 6. Reports.**

**(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. Preschool-age;**
  - 4. School-age;**
  - 5. Nontraditional hours; or**
  - 6. Transportation; or**
- (f) Addition to the square footage a child-care center's premises.**

**Findings:**

General: Based on Observation, upon entering the facility, there were fifty (50) children receiving care in the facility. The facility's capacity is forty-nine (49). A review of attendance records and a separate check sheet kept by the director found that the check sheet for 2/28/17 indicated there were a total of sixty-six (66) children present in the facility during the day. The check sheet for 3/8/17 indicated there were a total of sixty-nine (69) children present in the facility during the day. The check list did not have arrival and departure times listed for each child on those days and the attendance records were not complete. Therefore, the records did not confirm or deny that the facility was over capacity on those days. In an interview with the Director it was stated that there are parents that work split-shifts and don't always pick up/drop off children at their designated times. The Director indicated that there are often times when the facility is over capacity.

**Inspection Report**

**Written Documentation**

**Not In Compliance**

**1095 - Daily Attendance Records**

**Not In Compliance**

**922 KAR 2:110. Section 3. Records.**

**(1) A child-care center shall maintain:**

**(c) Daily attendance records documenting the arrival and departure time of each child, including records that are required in accordance with 922 KAR 2:160, Section 13, if a child receives services from the child-care center through the Child Care Assistance Program;**

**Findings:**

General: Based on Review of Documentation, the facility's attendance records were not complete. On 2/28/17 there were thirty (30) children signed in at the facility and thirty-two (32) children signed out. On 3/8/17 there were thirty-six (36) children signed in at the facility and forty-four (44) children signed out. A separate check sheet is kept by the Director. The check sheet for 2/28/17 indicated there were a total of sixty-six (66) children present in the facility during the day. The check sheet for 3/8/17 indicated there were a total of sixty-nine (69) children present in the facility during the day. The check list did not have arrival and departure times listed for each child on those days.

Signature of Provider/Representative

Title

Date