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**Inspection Report**

<b>Provider Name:</b> K. B.'s Kid Zone	<b>Provider Information</b>	<b>CLR No:</b> L355076
<b>Provider Address:</b> 3045 Burlaw Boulevard, Owensboro, KY, 42303	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 163
<b>Owner(s):</b> K. B.'s Kids Zone, Inc.		<b>Director(s):</b> Wallace, Karen Michelle

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 220207
<b>Date Initiated:</b> 06/01/2017 8:20 AM	<b>Date Concluded:</b> 06/01/2017 1:35 PM	
	<b>No. of Children Present:</b> 83	

Inspection Report	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Director Requirements</b>	<b>Not In Compliance</b>
<b>260 - Staff Evaluation</b>	<b>Not In Compliance</b>
<b>922 KAR 2:110. Section 4. Director Requirements and Responsibilities.</b> <b>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</b>	
<b>Findings:</b> General: Based on a review of documentation, eleven (11) staff members hired 10-30-15, 8-10-15, 11-2-15, 5-18-16, 9-20-13, 10-1-93, 10-24-01, 11-8-07, 5-6-07, 3-5-10, 10-6-14 did not have an annual evaluation. Interview with director determined all evaluations had been completed, but were not at the facility for review.	
<b>Employee Records</b>	<b>Not In Compliance</b>
<b>340 - Training</b>	<b>Not In Compliance</b>
<b>922 KAR 2:110. Section 5. Staff Requirements.</b> <b>(14) In accordance with KRS 199.896(15) and (16), a staff person with supervisory authority over a child shall complete the following:</b> <b>(a) Six (6) hours of cabinet-approved orientation within the first three (3) months of employment;</b> <b>(b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment, including one and one-half (1 ½) hours of pediatric abusive head trauma training; and</b> <b>(c) Fifteen (15) hours of cabinet-approved early care and education training during each subsequent year of employment, including one and one-half (1 ½) hours of pediatric abusive head trauma training completed once every five (5) years.</b>	
<b>Findings:</b> General: Based on a review of documentation, a staff member hired 11-2-15 completed one and one half (1.5) hours of the nine (9) hours of required training for the first year of employment. Staff member hired 9-20-13 completed ten (10) of the required fifteen (15) hours of required training for the subsequent year of employment. Two (2) staff members hired 10-24-01 and 5-6-07 did not complete any of the fifteen (15) hours of required training for the subsequent year of employment. Three (3) staff members hired 10-24-01, 6-4-12 and 5-6-07 have not complete pediatric abuse and head trauma training.	
<b>Programming</b>	<b>In Compliance</b>

Inspection Report	
Premises	Not In Compliance
<b>460 - Inaccessible Items</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 3. General Requirements.</b></p> <p><b>(7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care:</b></p> <ul style="list-style-type: none"> <li><b>(a) Toxic cleaning supplies, poisons, and insecticides;</b></li> <li><b>(b) Knives and sharp objects;</b></li> <li><b>(c) Matches, cigarettes, lighters, and flammable liquids;</b></li> <li><b>(d) Plastic bags;</b></li> <li><b>(e) Litter and rubbish;</b></li> <li><b>(f) Bar soap; and</b></li> <li><b>(g) Personal belongings and medications of staff.</b></li> </ul> <p><b>Findings:</b></p> <p>General: Based on observation, the child lock was broken on the first bottom cabinet which contained a 32oz bottle of Spic and Span cleaner. The cleaner was accessible in the bottom of the cabinet in the second side of the nursery where the youngest child was eleven (11) months old.</p>	
<b>580 - Toilet Room</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.</b></p> <p><b>(2) A toilet room shall:</b></p> <ul style="list-style-type: none"> <li><b>(a) 1. Be provided for each gender; or</b></li> <li><b>2. A plan shall be implemented to use the same toilet room at separate times;</b></li> <li><b>(b) Have a supply of toilet paper; and</b></li> <li><b>(c) Be cleaned and sanitized daily.</b></li> </ul> <p><b>Findings:</b></p> <p>General: Based on observation, there was an accumulation of dust on the exhaust fan in the restroom between the two-year-olds' room and the two-year-olds' transition room.</p>	
Hygienic Practices	
<b>625 - Diaper Changing Area/Surface</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.</b></p> <p><b>(10) When a child is diapered, the child shall:</b></p> <ul style="list-style-type: none"> <li><b>(b) Be placed on a surface that is:</b> <ul style="list-style-type: none"> <li><b>1. Clean;</b></li> <li><b>2. Padded;</b></li> <li><b>3. Free of holes, rips, tears, or other damage;</b></li> <li><b>4. Nonabsorbent;</b></li> <li><b>5. Easily cleaned; and</b></li> <li><b>6. Free of any items not used for diaper changing.</b></li> </ul> </li> </ul> <p><b>Findings:</b></p> <p>General: Based on observation, there were two (2) half inch holes in the vinyl covering of the changing pad exposing fabric underneath making it absorbent in the nursery. The diaper changing pad had the vinyl worn to the point it exposed the fabric underneath in the restroom next to the three-year-olds' transition room. The changing pad had a two (2) inch crack in the vinyl making it absorbent in the restroom by the nursery.</p>	
First Aid/Medication	
<b>660 - Medication Administration</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 7. First Aid and Medicine.</b></p> <p><b>(4) Prescription and nonprescription medication shall be administered to a child in care:</b></p> <ul style="list-style-type: none"> <li><b>(a) With a daily written request of the child's parent.</b></li> <li><b>(b) According to the directions or instructions on the medication's label.</b></li> </ul> <p><b>Findings:</b></p> <p>General: Based on interview with staff, a child was given Children's Tylenol at least twice since January 2017. The only written permission form on file marked "2017 January through June medicine calendar". The form was not dated or signed by the parent.</p>	
<b>665 - Administration Record</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 7. First Aid and Medicine.</b></p> <p><b>(5) The child-care center shall keep a written record of the administration of medication, including:</b></p> <ul style="list-style-type: none"> <li><b>(a) Time of each dosage;</b></li> <li><b>(b) Date;</b></li> <li><b>(c) Amount;</b></li> <li><b>(d) Name of staff person giving the medication;</b></li> <li><b>(e) Name of the child; and</b></li> <li><b>(f) Name of the medication.</b></li> </ul> <p><b>Findings:</b></p> <p>General: Based on a review of documentation, a child was given Children's Tylenol. The only documentation of the child receiving the Tylenol was written on a calendar stating "Tylenol at 120 BRoots".</p>	
Outdoor Play Area	
<b>In Compliance</b>	

Inspection Report	
Equipment	Not In Compliance
<b>735 - Individual Bed/Mat/Cot and Bedding</b>	
Not In Compliance	
<p><b>922 KAR 2:120. Section 6. Sleeping and Napping Requirements.</b></p> <p><b>(3) Rest time shall include adequate space specified by the child's age as follows:</b></p> <p><b>(b) For a toddler or preschool-age child:</b></p> <ol style="list-style-type: none"> <li><b>1. An individual bed, a two (2) inch thick waterproof mat, or cot in good repair; and</b></li> <li><b>2. Bedding that is in good repair and is changed:</b> <ol style="list-style-type: none"> <li><b>a. Weekly; or</b></li> <li><b>b. Immediately if it is soiled or wet.</b></li> </ol> </li> </ol>	
<p><b>Findings:</b></p> <p>General: Based on observation, a blue and red nap mat had open seams and exposed foam in the three's preschool room.</p>	
Transportation	Not Applicable
Food Service	In Compliance
Children's Records	Not In Compliance
<b>1075 - Enrollment Information</b>	
Not In Compliance	
<p><b>922 KAR 2:110. Section 3. Records.</b></p> <p><b>(1) A child-care center shall maintain:</b></p> <p><b>(b) A written record for each child:</b></p> <ol style="list-style-type: none"> <li><b>1. Completed and signed by the child's parent;</b></li> <li><b>2. Retained on file on the first day the child attends the child-care center; and</b></li> <li><b>3. To contain:</b> <ol style="list-style-type: none"> <li><b>a. Identifying information about the child, which includes, at minimum, the child's name, address, and date of birth;</b></li> <li><b>b. Contact information to enable a person in charge to contact the child's:</b> <ol style="list-style-type: none"> <li><b>(i) Parent at the parent's home or place of employment;</b></li> <li><b>(ii) Family physician; and</b></li> <li><b>(iii) Preferred hospital;</b></li> </ol> </li> <li><b>c. The name of each person who is designated in writing to pick-up the child;</b></li> <li><b>d. The child's general health status and medical history including, if applicable:</b> <ol style="list-style-type: none"> <li><b>(i) Allergies;</b></li> <li><b>(ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and</b></li> <li><b>(iii) Permission from the parent for third-party professional services in the child-care center;</b></li> </ol> </li> <li><b>e. The name and phone number of each person to be contacted in an emergency situation involving or impacting the child;</b></li> <li><b>f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;</b></li> </ol> </li> </ol>	
<p><b>Findings:</b></p> <p>General: Based on a review of documentation, two (2) children, enrolled 5-26-15 and 1-16-17, did not have contact information for their physician. A child enrolled 3-14-16 did not have a medical history on file.</p>	
Written Documentation	Not In Compliance
<b>1090 - Policies and Procedures</b>	
Not In Compliance	
<p><b>922 KAR 2:110. Section 2. General.</b></p> <p><b>(5) Program policies and procedures shall:</b></p> <p><b>(a) Be in writing; and</b></p> <p><b>(b) Include:</b></p> <ol style="list-style-type: none"> <li><b>1. Staff policies;</b></li> <li><b>2. Job descriptions;</b></li> <li><b>3. An organization chart;</b></li> <li><b>4. Chain of command; and</b></li> <li><b>5. Other procedures necessary to ensure implementation of:</b> <ol style="list-style-type: none"> <li><b>a. KRS 199.898, Rights for children in child-care programs and their parents, custodians, or guardians - posting and distribution requirements;</b></li> <li><b>b. 922 KAR 2:090, Child-care center licensure;</b></li> <li><b>c. 922 KAR 2:120, Child-care center health and safety standards; and</b></li> <li><b>d. This administrative regulation.</b></li> </ol> </li> </ol>	
<p><b>Findings:</b></p> <p>General: Based on a review of documentation and interview with director, the center has a verbal sick child protocol, but no sick child protocol was in writing.</p>	
<b>1105 - Professional Development</b>	
Not In Compliance	
<p><b>922 KAR 2:110. Section 3. Records.</b></p> <p><b>(1) A child-care center shall maintain:</b></p> <p><b>(f) A written annual plan for child-care staff professional development;</b></p>	
<p><b>Findings:</b></p> <p>General: Based on a review of documentation, a staff member, hired 10-30-15, did not have a professional development plan on file. Three (3) staff members', hired 10-1-93, 10-24-01, and 8-30-13, professional development plans were not dated. Staff member hired 5-6-07 professional development plan was dated "3-29-18 in progress". Staff member hired 11-8-07 professional development plan was not signed or dated.</p>	
Posted Documentation	In Compliance

Signature of Provider/Representative

Title

Date