



**CABINET FOR HEALTH AND FAMILY SERVICES  
OFFICE OF INSPECTOR GENERAL**

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**Inspection Report**

<b>Provider Name:</b> Scottsville Road Baptist Preschool	<b>Provider Information</b>	<b>CLR No:</b> L355233
<b>Provider Address:</b> 6330 Scottsville Road, Bowling Green, KY, 42104	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 62
<b>Owner(s):</b> Scottsville Road Baptist Church		<b>Director(s):</b> Blackburn, Shannon Renea

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 218560
<b>Date Initiated:</b> 03/23/2017 8:40 AM	<b>Date Concluded:</b> 03/23/2017 12:15 PM	
	<b>No. of Children Present:</b> 48	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	Not In Compliance
40 - Ratios and Group Size	Not In Compliance
<div>922 KAR 2:120. Section 2. Child Care Services. (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 Preschool-age 2 to 3 years 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.</div>	
Findings:  General: Based on Observation and interview, a caregiver supervised, for ten (10) minutes, nineteen (19) children, aged three to four years old, in the pre-k room.	

## Inspection Report

### 45 - Ratio/Group Size

Not In Compliance

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

(2)(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 and interview, nineteen children were supervised by a caregiver in the pre-k room. The age of the youngest child was three-years old.

#### General Administration

In Compliance

#### Director Requirements

Not In Compliance

### 265 - Health, Safety, Comfort

Not In Compliance

#### 922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

(1) Effective with the adoption of this administrative regulation, a director shall:

- (l) Provide for the health, safety, and comfort of each child;

#### Findings:

General: Based on Observation, four (4) electrical outlets on an electrical strip were uncovered in the two year olds' room.

#### Employee Records

Not In Compliance

### 310 - Personnel File

Not In Compliance

#### 922 KAR 2:110. Section 3. 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. Written record of training participation to include:
  - a. The training source;
  - b. Location;
  - c. Date; and
  - d. Number of clock hours completed;
5. Every two (2) years, a:
  - a. Statement from a health professional that the individual is free of active tuberculosis; or
  - b. Copy of negative tuberculin results; and
6. For a director, employee, volunteer, or any person with supervisory or disciplinary control over, or having unsupervised contact with, a child in care, the results of a:
  - a. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;
  - b. Criminal records check required by KRS 199.896(19);
  - c. Criminal records check from any previous state of residence completed once if:
    - (i) The individual resided outside the state of Kentucky in the last five (5) years; and
    - (ii) No criminal records check has been completed for the individual's previous state of residence; and
  - d. An address check of the Sex Offender Registry;

#### Findings:

General: Based on Review of Documentation, a staff, hired on 08/22/14, did not maintain a child abuse/neglect check on file.

### 315 - Educational Requirements

Not 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;

#### Findings:

General: Based on Review of Documentation, a staff, hired on 01/31/17, and a staff, hired on 02/16/17, did not have education verification on file.

### 320 - TB Verification

Not In Compliance

#### 922 KAR 2:110. Section 5. 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 Review of Documentation, a staff, hired on 02/16/17, did not have TB documentation on file.

**340 - Training**

**Not In Compliance**

**922 KAR 2:110. Section 5. Staff Requirements.**

- (14) 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 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 pediatric abusive head trauma training completed once every five (5) years.**

**Findings:**

General: Based on Review of Documentation, a staff, hired on 01/04/16, completed six (6) hours of cabinet approved training during the first year of employment. A staff, hired on 03/07/16, had not completed pediatric abusive head trauma training within the first year of employment.

**Programming**

**Not In Compliance**

**410 - Infant/Toddler Combined with Older Children**

**Not In Compliance**

**922 KAR 2:120. Section 5. Infant and Toddler Play Requirements.**

- (2) Except in accordance with subsection (3) of this section, an infant or toddler shall participate in an activity with an older child for no more than one (1) hour per day.**

**Findings:**

General: Based on Observation, a one year old child was grouped together with seven (7), two year old children for three (3) hours in the two year olds' room.

**Premises**

**Not In Compliance**

**460 - Inaccessible Items**

**Not In Compliance**

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

- (7) Except in accordance with subsection (8) of this section, 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 and medications of staff.**

**Findings:**

General: Based on Observation, a caregiver's purse was stored on top of a three (3) foot high wooden shelf in the pre-k room. A caregiver's purse was stored on top of a two (2) foot high shelf and a caregiver's jacket hung on the wall in the two year olds' room. A caregiver's laptop, laptop cord and keys were stored on a two (2) foot high wooden shelf in the three year olds' room. Two (2) plastic bags were stored in an unlocked compartment under the sink in the restroom adjacent to the two year olds' room. These items were accessible to children.

**585 - Sink**

**Not In Compliance**

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

- (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 at a minimum temperature of ninety (90) degrees Fahrenheit and a maximum of 120 degrees Fahrenheit;**
  - (d) Equipped with liquid soap;**
  - (e) Equipped with hand-drying blower or single use disposable hand drying material;**
  - (f) Equipped with an easily cleanable waste receptacle; and**
  - (g) Immediately adjacent to a changing area used for infants and toddlers.**

**Findings:**

General: Based on Observation, the hot water temperature registered eight-four (84) degrees Fahrenheit at two (2) sinks in the restroom adjacent to the infants' room.

Inspection Report	
Hygienic Practices	Not In Compliance
<b>600 - Staff Hygiene/Handwashing</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 3. General Requirements.</b></p> <p><b>(5) Staff shall:</b></p> <ul style="list-style-type: none"> <li><b>(a) Maintain personal cleanliness;</b></li> <li><b>(b) Conform to hygienic practices while on duty; and</b></li> <li><b>(c) Wash their hands with liquid soap and running water:</b> <ul style="list-style-type: none"> <li><b>1. Upon arrival at the center;</b></li> <li><b>2. After toileting or assisting a child in toileting;</b></li> <li><b>3. Before and after diapering each child;</b></li> <li><b>4. After wiping or blowing a child's or own nose;</b></li> <li><b>5. After handling animals;</b></li> <li><b>6. After caring for a sick child;</b></li> <li><b>7. Before and after feeding a child or eating;</b></li> <li><b>8. Before dispensing medication; and</b></li> <li><b>9. If possible, before administering first aid.</b></li> </ul> </li> </ul> <p><b>Findings:</b></p> <p>General: Based on Observation, a caregiver did not wash her hands with liquid soap and warm running water after diapering a child in the infants' room.</p>	
<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, a tear was in the diapering mat at the diapering station in the restroom adjacent to the two year olds' room.</p>	
First Aid/Medication	Not In Compliance
<b>670 - Medication</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 7. First Aid and Medicine.</b></p> <p><b>(6) Medication, including refrigerated medication, shall be:</b></p> <ul style="list-style-type: none"> <li><b>(a) Stored in a separate and locked place, out of the reach of a child;</b></li> <li><b>(b) Kept in the original bottle; and</b></li> <li><b>(c) Properly labeled.</b></li> </ul> <p><b>(7) Medication shall not be given to a child if the expiration date on the bottle has passed.</b></p> <p><b>Findings:</b></p> <p>General: Based on Observation, a four (4) ounce tube of calmoseptine ointment was stored unlocked in a child's cubby in the two year olds' room. A two (2) ounce bottle of pedicare fever reducer was stored in an unlocked cabinet in the two year olds' room. A four (4) ounce bottle of a prescribed decongestant, antihistamine, and cough suppressant was stored unlocked in a child's cubby in the three year olds' room. A six (6) ounce tube of Desitin diaper rash cream was not labeled to indicate to whom it belonged in the one year olds' room. In addition, the six (6) ounce tube of Desitin diaper rash cream, an ounce tube of hydrocortisone ointment, a bottle of Meijer infant's ibuprofen, and an albuterol sulfate inhaler were each stored unlocked in a plastic container in children's cubbies in the one year olds' room. A bottle of children's decongestant, antihistamine, and cough suppressant, a bottle of children's ibuprofen, and a bottle of Equate KIDS sunscreen, were each stored unlocked in children's cubbies in the one year olds' room. A sixteen (16) ounce jar of Boudreaux's butt past was not labeled to indicate to whom it belonged and was stored unlocked under the diapering station in the restroom adjacent to the two year olds' room. Two (2), two (2) ounce tubes of Desitin diaper rash cream and a four (4) ounce tube of Boudreaux's butt paste was stored in an unlocked box next to the diapering station in the one year olds' restroom. Also, a two (2) ounce clear jar contained a white creamy substance and had a hand written label which was marked "one (1) part Lotramin and one (1) part Neosporin", was stored in an unlocked box next to the diapering station in the one year olds' restroom.</p>	
Outdoor Play Area	Not In Compliance
<b>695 - Protective Surface</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 4. Premises Requirements.</b></p> <p><b>(21) A protective surface shall:</b></p> <ul style="list-style-type: none"> <li><b>(a) Be provided for outdoor play equipment used to:</b> <ul style="list-style-type: none"> <li><b>1. Climb;</b></li> <li><b>2. Swing; and</b></li> <li><b>3. Slide; and</b></li> </ul> </li> <li><b>(b) Have a fall zone equal to the height of the equipment.</b></li> </ul> <p><b>Findings:</b></p> <p>General: Based on Observation, sparse mulch and dirt were underneath a swing on the outdoor playground.</p>	

Inspection Report	
Equipment	Not In Compliance
<b>735 - Individual Bed/Mat/Cot and Bedding</b>	
<b>922 KAR 2:120. Section 6. Sleeping and Napping Requirements.</b> <b>(3) Rest time shall include adequate space specified by the child's age as follows:</b> <b>(b) For a toddler or preschool-age child:</b> <b>1. An individual bed, a two (2) inch thick waterproof mat, or cot in good repair; and</b> <b>2. Bedding that is in good repair and is changed:</b> <b>a. Weekly; or</b> <b>b. Immediately if it is soiled or wet.</b>	
<b>Findings:</b> General: Based on Observation, seven (7) red nap mats, stored on a cart, were torn and had exposed foam. These mats were in the hallway.	
Transportation	Not Applicable
Food Service	In Compliance
Children's Records	Not In Compliance
<b>1075 - Enrollment Information</b>	
<b>922 KAR 2:110. Section 3. Records.</b> <b>(1) A child-care center shall maintain:</b> <b>(b) A written record for each child:</b> <b>1. Completed and signed by the child's parent;</b> <b>2. Retained on file on the first day the child attends the child-care center; and</b> <b>3. To contain:</b> <b>a. Identifying information about the child, which includes, at minimum, the child's name, address, and date of birth;</b> <b>b. Contact information to enable a person in charge to contact the child's:</b> <b>(i) Parent at the parent's home or place of employment;</b> <b>(ii) Family physician; and</b> <b>(iii) Preferred hospital;</b> <b>c. The name of each person who is designated in writing to pick-up the child;</b> <b>d. The child's general health status and medical history including, if applicable:</b> <b>(i) Allergies;</b> <b>(ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and</b> <b>(iii) Permission from the parent for third-party professional services in the child-care center;</b> <b>e. The name and phone number of each person to be contacted in an emergency situation involving or impacting the child;</b> <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>	
<b>Findings:</b> General: Based on Review of Documentation, a child, first date of attendance on 01/18/16, and a child, first date of attendance on 08/15/16, did not have the name of each person who was designated to pick-up each child.	
Written Documentation	Not In Compliance
<b>1095 - Daily Attendance Records</b>	
<b>922 KAR 2:110. Section 3. Records.</b> <b>(1) A child-care center shall maintain:</b> <b>(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;</b>	
<b>Findings:</b> General: Based on Review of Documentation, a child did not have a documented departure time on 01/04/17. In addition, two (2) children did not have a documented departure time on 01/05/17.	
Posted Documentation	In Compliance
Animals	Not Applicable

Signature of  
Provider/Representative

Title

Date