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**Inspection Report**

<b>Provider Name:</b> Heartstrings Montessori of First Christian Church Versailles	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L383141
<b>Provider Address:</b> 160 Lexington Street, Versailles, KY, 40383		<b>Capacity:</b> 35
<b>Owner(s):</b> First Christian Church Versailles, KY		<b>Director(s):</b> Lynn, Jennifer Elise

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 217394
<b>Date Initiated:</b> 11/30/2016 8:10 AM	<b>Date Concluded:</b> 11/30/2016 10:50 AM	
	<b>No. of Children Present:</b> 11	

Inspection Report	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>Not In Compliance</b>
<b>75 - Liability Insurance</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 6. License Issuance.</b> <b>(11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:</b> <b>(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;</b>	
<b>Findings:</b>	
General: Based on Review of Documentation, it was found that the facility's insurance policy limits the facility to twelve (12) children. At the time of the survey, thirteen (13) children were enrolled. On multiple days during the school year, all thirteen (13) children were present.	
<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>(1) Effective with the adoption of this administrative regulation, a director shall:</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 Review of Documentation, it was found that the files for two (2) eligible employees did not contain evidence of an annual evaluation being completed.	
<b>265 - Health, Safety, Comfort</b>	<b>Not In Compliance</b>
<b>922 KAR 2:110. Section 4. Director Requirements and Responsibilities.</b> <b>(1) Effective with the adoption of this administrative regulation, a director shall:</b> <b>(l) Provide for the health, safety, and comfort of each child;</b>	
<b>Findings:</b>	
General: Based on Observation, it was found that in the bathroom in Preschool 2, a toilet brush and plunger were accessible to the children.	

Inspection Report

275 - Caregiver Alone

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:

(n) Assure that a person acting as a caregiver of a child in care shall not be left alone with a child, if the licensee has not received the results of the background checks as described in Section 3(1)(e)6 of this administrative regulation;

Findings:

General: Based on Observation, it was found that an employee rehired on 8-9-16 was working alone with three (3) one-year-old children for approximately thirty (30) minutes during the survey. The file for this employee did not contain a completed criminal records check or central registry check that met the requirements of the regulation.

Employee Records

Not In Compliance

300 - Background checks/left alone

Not In Compliance

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

(5) An individual described in subsection (4) of this section shall:

(a) Submit to background checks described in paragraph (b) of this subsection;

(b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:

- 1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;
- 2. Criminal records check required by KRS 199.896(19);
- 3. Criminal records check for any previous state of residence if the person resided outside the state of Kentucky in the last five (5) years; and
- 4. An address check of the Sex Offender Registry; and

(c) Not be left alone in the presence of a child until copies of the background checks in accordance with paragraph (b) of this subsection have been received by the licensee.

Findings:

General: Based on Review of Documentation, it was found that the file for an employee rehired on 8-9-16 did not contain evidence of submission for or a new completed criminal records check or central registry check. The background checks in the employees file were dated 2013. This employee was observed to be working alone with three (3) one-year-old children for approximately thirty (30) minutes during the survey.

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, it was found that the file for an employee hired on 11-30-16 did not contain evidence of a high school diploma, GED or Commonwealth Childcare Credential.

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, it was found that the file for an employee hired on 11-30-16 did not contain evidence of a TB skin test or screening being completed. The staff person stated that she would be unable to get a screening until the following day, which does not meet the requirements of the regulation.

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, it was found that the ECE-TRIS record and the file for an employee hired on 9-20-13 contained evidence of zero (0) hours of cabinet-approved training being completed during the last completed training year. The ECE-TRIS records and files for employees hired on 3-1-15, 8-26-15 and 10-31-15 contained evidence of zero (0) hours of cabinet-approved additional training being completed during the first year of employment. In addition, it was found that the ECE-TRIS records and files for employees hired on 3-1-15, 8-26-15 and 10-31-15 did not contain evidence of the cabinet-approved Pediatric Abusive Head Trauma training being completed.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

**Inspection Report**

**Outdoor Play Area**

**Not In Compliance**

**695 - 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, it was found that a pair of hanging bars approximately three (3) and four (4) feet tall were located in the grass. A built-in ground slide was found to have only a mat on the exit platform. Both pieces of equipment require an approved playground surfacing to be present to help prevent injury.

**Equipment**

**In Compliance**

**Transportation**

**Not Applicable**

**Food Service**

**In Compliance**

**Children's Records**

**In Compliance**

**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, it was found that only ten (10) of eleven (11) children present were signed in to the facility.

**1105 - Professional Development**

**Not In Compliance**

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

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

**(f) A written annual plan for child-care staff professional development;**

**Findings:**

General: Based on Review of Documentation, it was found that the files for four (4) eligible employees did not contain evidence of an annual professional development plan being completed.

**1135 - 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 Review of Documentation, it was found that the facility was unable to produce evidence of a policy stating that their staff were required to implement what they learned at the six-hour cabinet-approved orientation training.

**Posted Documentation**

**In Compliance**

**Animals**

**In Compliance**

Signature of Provider/Representative

Title

Date