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Inspection Report

Provider Name: The Wright Steps Academy	Provider Information	CLR No: L383172
Provider Address: 9908 Taylorsville Rd., Louisville, KY, 40299	Provider Type: LICENSED TYPE I	Capacity: 30
Owner(s): The Wright Steps Academy, Inc.		Director(s): Wright, Elisha Jeanne

Inspection Type: Renewal Application	Inspection Information	Inspection No: 242928
Date Initiated: 12/11/2017 9:45 AM	Date Concluded: 12/11/2017 2:45 PM	
	No. of Children Present: 22	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
65 - Fire Marshal	Not In Compliance
922 KAR 2:090. Section 6. License Issuance. (11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall: (b) Be approved by the Office of the State Fire Marshal or designee;	
Findings:	
General: Based on review of documentation and interview, the child care center failed to comply with regulatory requirements. Review of the presented documentation revealed that the fire marshal report presented for review was dated 1/9/14. Upon request, the director/owner did not provide a current fire marshal report.	
	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, the child care center director failed to assure compliance with regulatory requirements. A child was observed in the Infant Room sleeping in the crib with his head completely covered with a blanket. Additionally, there were two (2) exposed electrical outlets located by the changing table in the Two's Room.	
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, review of documentation and interview, the child care center director failed to assure compliance with regulatory requirements. Observation of the Two's Room revealed a staff member with hire date 9/13/17 working alone from 10:01 am-1:35pm with six (6) children that were all 2-years-old. Review of the presented employee records revealed a staff members file with hire date 9/13/17 that did not contain a criminal record check or completed child abuse and neglect check (CAN). The employee listed a previous address in Texas on the copy of the child abuse and neglect check (CAN) that had not been completed but her file did not contain a criminal record check for Texas. Upon request, the director/owner did not provide any completed background checks for the aforementioned employee at the time of the survey.	

Inspection Report

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, review of documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Observation of the Two's Room revealed a staff member with hire date 9/13/17 working alone from 10:01 am-1:35pm with six (6) children that were all 2-years-old. Review of the presented employee records revealed a staff member's file with hire date 9/13/17 that did not contain a criminal record check or completed child abuse and neglect check (CAN). The employee listed a previous address in Texas on the copy of the child abuse and neglect check (CAN) that had not been completed but her file did not contain a criminal record check for Texas. Upon request, the director/owner did not provide any completed background checks for the aforementioned employee at the time of 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 and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of the presented employee files revealed a staff member's file with hire date 7/13/17 that did not contain a high school diploma, GED or qualifying documentation from a comparable educational entity. Upon request, the director/owner did not provide educational documentation for the employee at the time of the survey.

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 and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of the presented employee files revealed staff members' files with hire dates 9/13/17, 7/13/17 and 9/27/13 that did not contain a statement from a health professional that they were free of active tuberculosis. Upon request, the director/owner did not provide a current statement for the employees at the time of the survey.

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 and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of presented employee files revealed staff members' files with hire dates 11/2/16, 6/29/15 and 9/27/13 that did not contain verification of completing the fifteen (15) hours of cabinet-approved early care and education training. Review of the ECE-TRIS report verified that the staff members did not complete the fifteen (15) hours of cabinet approved training. Upon request, the director/owner did not provide documentation to verify that the staff members had completed fifteen (15) hours of cabinet approved training at the time of the survey. Continued review of the presented employee files revealed staff members' files with hire dates 8/2/17 and 7/13/17 that did not contain verification of completing the six (6) hours of cabinet approved orientation within the first three (3) months of employment. Review of the presented employee records revealed staff members' files with hire dates 11/2/16, 6/29/15 and 9/27/13 that did not contain verification of completing the one and one-half (1 ½) hours of pediatric abusive head trauma.

Programming

In Compliance

Inspection Report

Premises

Not In Compliance

500 - Building Requirements

Not In Compliance

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

(5) The building shall be constructed to ensure the:

(a) Building is:

- 1. Dry;**
- 2. Adequately heated;**
- 3. Ventilated; and**
- 4. Well lit, including clean light fixtures that are:**
 - a. In good repair in all areas; and**
 - b. Shielded or have shattered proof bulbs installed; and**

(b) Following are protected:

- 1. Windows;**
- 2. Doors;**
- 3. Stoves;**
- 4. Heaters;**
- 5. Furnaces;**
- 6. Pipes; and**
- 7. Stairs.**

Findings:

General: Based on observation, the child care center failed to maintain the premises in accordance with regulatory requirements. The light cover located in the Infant Room was cracked/broken.

520 - Floors, Walls, Ceilings

Not In Compliance

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

(9) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned.

Findings:

General: Based on observation, the child care center failed to maintain the premise in accordance with regulatory requirements. There was a hole in the wall by the changing table in the Two's Room that had been taped over.

590 - Toilet

Not In Compliance

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

(4) Each toilet shall:

- (a) Be kept in clean condition;**
- (b) Be kept in good repair;**
- (c) Be in a lighted room; and**
- (d) Have ventilation to outside air.**

Findings:

General: Based on observation, the child care center failed to maintain the premises in accordance with regulatory requirements. The second toilet located in the Preschool Room was not working.

Hygienic Practices

Not In Compliance

625 - 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, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. The changing pad located in the Infant Room was torn exposing the absorbent material. The changing pad located in the Two's Room was torn exposing the absorbent material.

Inspection Report

First Aid/Medication

Not In Compliance

655 - First Aid Supplies

Not In Compliance

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

(1) First aid supplies shall:

- (a) Be available to provide prompt and proper first aid treatment;**
- (b) Be stored out of reach of a child;**
- (c) Be periodically inventoried to ensure the supplies are current;**
- (d) If reusable, be:**
 - 1. Sanitized; and**
 - 2. Maintained in a sanitary manner; and**
- (e) Include:**
 - 1. Liquid soap;**
 - 2. Adhesive bandages;**
 - 3. Sterile gauze;**
 - 4. Medical tape;**
 - 5. Scissors;**
 - 6. A thermometer;**
 - 7. Flashlight;**
 - 8. Cold pack;**
 - 9. First aid book;**
 - 10. Disposable gloves; and**
 - 11. A cardiopulmonary resuscitation mouthpiece protector.**

Findings:

General: Based on observation and interview, the child care center failed to comply with the regulatory requirements regarding first aid/or medication. Review of the presented first aid supplies revealed that medical tape was not presented for review. Upon request, the director/owner did not provide medical tape at the time of the survey.

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, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. There were two (2) pink, red and blue slides located on the concrete portion of the outside play area. Neither of the slides were provided with a protective surface at the bottom of the slides. There was an orange and blue slide located on the concrete portion of the outside play area by the picnic tables that was not provided with a protective surface at the bottom of the slide.

700 - Fences

Not In Compliance

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

(23) Fences shall be:

- (a) Constructed of safe material;**
- (b) Stable; and**
- (c) In good condition.**

Findings:

General: Based on observation, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. A piece of the wood was broken off the wooden fence at the entrance to outside play area on the right side. A portion of the metal fence was bent over onto the outside play area at the entrance and behind the swings. A portion of the metal fence was falling down and no longer attached to the metal pole located behind the rubber tires on the outside play area. There was a hole in the bottom of the wooden fence located by the concreted portion of the outside play area.

Equipment

Not In Compliance

755 - Toys/Equipment/Furniture

Not In Compliance

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

(1) All toys, equipment, and furniture contacted by a child shall be:

- (a) Kept clean and in good repair; and**
- (b) Free of peeling, flaking, or chalking paint.**

Findings:

General: Based on observation, the child care center failed to maintain equipment in accordance with regulatory requirements. The blue plastic children's seat located in the Two's Room was cracked down the middle of the seat exposing sharp plastic pieces. The half door located at the bottom of the steps leading into the Two's Room was broken.

760 - 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, the child care center failed to maintain equipment in accordance with regulatory requirements. A portion of the roof was missing and the green shutters were cracked exposing sharp plastic pieces off the brown dramatic play house located on the outside play area. The yellow swing located on the outside play area was broken. The red, blue and white dump truck located on the outside play area was missing both of the front tires.

Transportation

Not Applicable

Food Service

Not In Compliance

940 - Frozen Food

Not In Compliance

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

(5) Frozen food shall be:

- (a) Kept at a temperature of zero degrees Fahrenheit or below; and**
- (b) Thawed:**
 - 1. At refrigerator temperatures;**
 - 2. Under cool, potable running water;**
 - 3. As part of the cooking process; or**
 - 4. By another method in accordance with the Department of Public Health's food safety standards and permits, established in KRS Chapter 217.**

Findings:

General: Based on observation, the child care center failed to maintain food service in accordance with regulatory requirements. The freezer portion of the refrigerator located in the kitchen had a thermometer reading of 20 degrees Fahrenheit.

1050 - Menu

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(16) A weekly menu shall be:

- (a) Prepared;**
- (b) Dated;**
- (c) Posted in advance in a conspicuous place;**
- (d) Kept on file for thirty (30) days; and**
- (e) Amended in writing with any substitutions on the day the meal is served.**

Findings:

General: Based on observation, the child care center failed to maintain food service in accordance with regulatory requirements. The menu posted on 12/11/17 was no longer current as it was dated 12/4-12/8.

Children's Records

Not In Compliance

1075 - Enrollment Information

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

- (b) A written record for each child:**
 - 1. Completed and signed by the child's parent;**
 - 2. Retained on file on the first day the child attends the child-care center; and**
 - 3. To contain:**
 - a. Identifying information about the child, which includes, at minimum, the child's name, address, and date of birth;**
 - b. Contact information to enable a person in charge to contact the child's:**
 - (i) Parent at the parent's home or place of employment;**
 - (ii) Family physician; and**
 - (iii) Preferred hospital;**
 - c. The name of each person who is designated in writing to pick-up the child;**
 - d. The child's general health status and medical history including, if applicable:**
 - (i) Allergies;**
 - (ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and**
 - (iii) Permission from the parent for third-party professional services in the child-care center;**
 - e. The name and phone number of each person to be contacted in an emergency situation involving or impacting the child;**
 - f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;**

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain children's records in accordance with regulatory requirements. Review of the presented children's records revealed children's files with enrollment dates 8/24/15, 1/5/16, 4/10/15, 9/11/14, 7/20/15, 2/15/16 and 6/12/17 that did not contain the name of the family's preferred hospital.

Inspection Report

Written Documentation

Not In Compliance

1085 - Evacuation Plan

Not In Compliance

922 KAR 2:090. Section 5. Evacuation Plan.

(1) A licensed child-care center shall have a written evacuation plan in the event of a fire, natural disaster, or other threatening situation that may pose a health or safety hazard for a child in care in accordance with KRS 199.895.

Findings:

General: Based on review of documentation, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of documentation revealed a current evacuation plan was not presented for review. Upon request, the director/owner did not present a current evacuation plan at the time of the survey.

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 and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of documentation revealed that a written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child care center staff member was not presented for review. Upon request, the director/owner did not provide the written policy at the time of the survey.

Posted Documentation

Not In Compliance

1155 - Posting Requirements

Not In Compliance

922 KAR 2:110. Section 2. General.

(7) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:

- (a) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;**
- (b) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;**
- (c) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;**
- (d) A description of services provided by the child-care center, including:**
 - 1. Current rates for child care; and**
 - 2. Each service charged separately and in addition to the basic rate for child care;**
- (e) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and**
- (f) Daily schedule.**

Findings:

General: Based on observation, the child care center failed to post documentation in accordance with regulatory requirements. The statement of deficiency was not posted in a conspicuous place at the time of the survey.

1165 - Daily Activities

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:

(h) Post a schedule of daily activities, to include dates and times of activities to be conducted with the children in each classroom;

Findings:

General: Based on observation, the child care center failed to post documentation in accordance with regulatory requirements. The list of daily activities (lesson plan) posted in the Two's Room on 12/11/17 was no longer current as it was dated for September.

1170 - Diapering/Handwashing

Not In Compliance

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

(9) The proper methods of diapering and hand-washing shall be posted at each diaper changing area.

Findings:

General: Based on observation, the child care center failed to post documentation in accordance with regulatory requirements. The proper methods of diaper changing was not posted at or near the changing table in the Infant Room. The proper methods of diaper changing was not posted at or near the changing table in the Two's Room.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date