



CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL

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Inspection Report

Table with 3 columns: Provider Information, Provider Address, and Director(s). Includes details for Small World Child Development Center.

Table with 3 columns: Inspection Information, Inspection Type, and Inspection No. Includes details for Renewal Application.

Table with 2 columns: Inspection Report and Background Checks. Status: Not In Compliance.

5 - Background check/left alone/dismissed/relocated Not In Compliance

922 KAR 2:280. Section 3. Implementation and Enforcement.
(1) A person who is a child care staff member prior to January 1, 2018, shall submit to and complete background checks in accordance with this administrative regulation no later than September 30, 2018.
(2) A child care staff member hired on or after April 1, 2018, shall:
(a) Have completed the background checks required in accordance with this administrative regulation and been found to have no disqualifying offense prior to becoming a child care staff member; or
(b)1. Have submitted to the background checks required in accordance with this administrative regulation;
2. Not be left unsupervised with a child in care pending the completion of the background checks in accordance with this administrative regulation; and
3. Be dismissed or relocated from the residence if the person is found to have a disqualifying background check result.

Findings:

General: Based on observation, interview, and review of documentation, the child-care center failed to meet this regulation as follows:

- 1. The surveyor observed two staff working in the preschool classroom at approximately 11:30 a.m. The surveyor found that one staff person started working at the child-care center on 2/3/2020. File review and a review of the Kentucky National Background Service (KARES) found that the staff person has not submitted the Applicant Child Care Staff Member Waiver Agreement and Statement (DCC-500), and the Disclosures (DCC-501). Therefore, the staff person has not been fingerprinted. The staff person in charge stated that she was unaware that the person had to be fingerprinted prior to working at the child-care center. The staff person in charge stated the staff person was going to be fingerprinted on 2/24/2020. It is important to note, the surveyor found the staff person does not work alone with children.
2. The surveyor observed a staff person hired on 2/1/2018, working in the kitchen. The staff person stated that she only prepares meals and does not work with the children. File review and a review of the Kentucky National Background Service (KARES) found the staff person's submission status dated 11/18/2019, and a determination status as "in process." It is important to note that the staff person has not been fingerprinted, and ninety calendar days has since lapsed.
3. The surveyor found a staff person hired on 7/29/2019 and under the age of 18, did not have a central registry check (CA/N) completed. The document had been signed by the staff person, but not processed. The staff person in charge stated that the staff person works occasionally in the afternoons with a qualified staff person.

**10 - Submit background check**

**Not In Compliance**

**922 KAR 2:280 - Section 4. Procedures and Payments.**

- (1) To initiate the process for obtaining background checks on a prospective child care staff member, the child care provider shall:**
- (a) Request that the prospective child care staff member provide a copy of his or her driver's license or other government-issued photo identification and verify that the photograph clearly matches the prospective child care staff member;**
  - (b) Request that the prospective child care staff member complete and sign the:**
    - 1. DCC-500, Applicant Child Care Staff Member Waiver Agreement and Statement; and**
    - 2. DCC-501, Disclosures to Be Provided to and Signed by the Applicant Child Care Staff Member; and**
  - (c) Log on to the NBCP portal and enter the prospective child care staff member's demographic information for a check of the:**
    - 1. Child abuse and neglect central registry pursuant to 922 KAR 1:470;**
    - 2. National Crime Information Center's National Sex Offender Registry in accordance with 34 U.S.C. 20921; and**
    - 3. Sex Offender Registry established in accordance with KRS 17.500 through 17.580.**

**Findings:**

General: Based on observation, interview, and review of documentation, the child-care center failed to initiate the process for obtaining a background check on a prospective employee.

The surveyor observed two staff working in the preschool classroom at approximately 11:30 a.m. The surveyor found that one staff person started working at the child-care center on 2/3/2020. File review and a review of the Kentucky National Background Service (KARES) found that the staff person has not submitted the Applicant Child Care Staff Member Waiver Agreement and Statement (DCC-500), and the Disclosures (DCC-501). Therefore, the staff person has not been fingerprinted. The staff person in charge stated that she was unaware that the person had to be fingerprinted prior to working at the child-care center. The staff person in charge stated the staff person was going to be fingerprinted on 2/24/2020. It is important to note, the surveyor found the staff person does not work alone with children.

**15 - Submit fingerprints**

**Not In Compliance**

**922 KAR 2:280. Section 4. Procedures and Payments.**

- (4)(a) Upon submission of payment in accordance with subsections (2) and (3) of this section, the child care provider shall print a copy of the DCC-504, Applicant Child Care Staff Member Live Scan Fingerprinting Form, from the NBCP portal and provide the form to the child care staff member.**
- (b) The child care staff member shall:**
- 1. Have no more than ninety (90) calendar days from the date of payment pursuant to subsections (2) and (3) of this section to submit the child care staff member's fingerprints at an authorized collection site for NBCP; and**
  - 2. Present the DCC-504 and driver's license or other government-issued photo identification to the designated agent at an authorized collection site prior to fingerprint submission.**

**Findings:**

General: Based on observation, interview, and review of documentation, the child-care center failed to submit a staff member's fingerprints within ninety calendar days.

The surveyor observed a staff person hired on 2/1/2018, working in the kitchen. The staff person stated that she only prepares meals and does not work with the children. File review and a review of the Kentucky National Background Service (KARES) found the staff person's submission status dated 11/18/2019, and a determination status as "in process." It is important to note that the staff person has not been fingerprinted, and ninety calendar days has since lapsed.

**85 - Employment Status**

**Not In Compliance**

**922 KAR 2:280. Section 11. Status of Employment.**

- (1) A child care provider shall maintain the employment or residential status of each child care staff member who has submitted to a fingerprint-based criminal background check by reporting the status using the NBCP Web-based system.**

**Findings:**

General: Based on review of documentation and interview, the surveyor found the child-care center failed to maintain accurate records of staff who are employed.

The surveyor found that personnel files were incomplete. For instance, four staff files did not contain fingerprint documentation or the eligible for hire documentation, and seven staff files did not contain the eligible for status documentation.

Additionally, the surveyor found three people who are still listed as current employees on KARES, no longer employed.

**Supervision**

**In Compliance**

**Staffing Requirements**

**In Compliance**

**General Administration**

**In Compliance**

**Director Requirements**

**Not In Compliance**

**350 - Health, Safety, Comfort**

**Not In Compliance**

**922 KAR 2:090. Section 10. Director Requirements and Responsibilities.**

- (1) A director shall:**
- (I) Assure the health, safety, and comfort of each child;**

**Findings:**

General: Based on observation, the child-care center failed to meet this regulation as follows:

The surveyor found the staff person in the toddler classroom did not follow the diapering steps posted at the diapering area. The staff person used GFS brand disinfectant wipes to sanitize the diapering pad between four diaper changes. The staff person placed each of the four children directly on the pad without allowing the diaper pad to dry between changes. Furthermore, the staff person did not wash her hands after using the disinfectant wipes, but proceeded to change the children's diapers. The staff person never washed her hands before or after each diaper change and did not wash the children's hands. Hand-washing for staff and children with liquid soap and water for twenty seconds, and disinfect with a bleach water solution allowing to dry two minutes before wiping up, were part of the diapering steps that were posted.

Additionally, toilet tissue was not stored in a sanitary manner in restrooms located in the preschool and two-year-old classrooms. The rolls of toilet tissue were found on the back of the toilet tanks and tissue dispenser.

**Inspection Report**

**Employee Records**

**Not In Compliance**

**390 - Educational Requirements**

**Not In Compliance**

**922 KAR 2:090. Section 11. 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, the surveyor found the following six staff listed by dates of hire did not have proof of education on file: 7/18/2019, 8/15/2019, 10/18/2019, 12/11/2019, 12/16/2019, and 2/3/2020.

Additionally, file review found two staff, who are high school students, hired on 7/29/2019 and 9/3/2019, did not have documentation on file for the surveyor to verify their enrollment in public school.

**395 - TB Verification**

**Not In Compliance**

**922 KAR 2:090. Section 11. 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, the surveyor found the following eight staff listed by dates of hire did not have TB documentation on file: 7/18/2019, 7/29/2019, 9/23/2019, 12/11/2019, 12/16/2019, 9/27/2019, 10/18/2019, and 2/3/2020.

Additionally, two staff hired on 11/7/2013 and 9/23/2016, had TB documentation on file that was no longer current as of 3/14/2019.

**410 - Training**

**Not In Compliance**

**922 KAR 2:090. Section 11. Staff Requirements.**

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

**Findings:**

General: Based on review of documentation and ECE-TRIS found the following:

1. Two staff did not complete the six-hour orientation training.
2. One staff person did not complete the pediatric abusive head trauma training.
3. Three staff did not complete fifteen hours of early care and education training.

**Inspection Report**

**Programming**

**Not In Compliance**

**420 - Program of Activities Followed**

**Not In Compliance**

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

- (4) The child-care center shall provide a daily planned program:**
  - (a) Posted in writing in a conspicuous location with each age group and followed;**
  - (b) Of activities that are individualized and developmentally appropriate for each child served;**
  - (c) That provides experience to promote the individual child's physical, emotional, social, and intellectual growth and well-being; and**
  - (d) Unless the child-care center is a before- or after-school program that operates part day or less, that offers a variety of creative activities including:**
    - 1. Art or music;**
    - 2. Math or numbers;**
    - 3. Dramatic play;**
    - 4. Stories and books;**
    - 5. Science or nature;**
    - 6. Block building or stacking;**
    - 7. Tactile or sensory activity;**
    - 8. Multi-cultural exposure;**
    - 9. Indoor or outdoor play in which a child makes use of both small and large muscles;**
    - 10. A balance of active and quiet play, including group and individual activity;**
    - 11. An opportunity for a child to:**
      - a. Have some free choice of activities;**
      - b. If desired, play apart from the group at times;**

**Findings:**

General: Based on observation, interview, and review of documentation, the child-care center failed to provide a daily planned program for toddlers.

The surveyor entered the toddler classroom at approximately 10:40 a.m., and observed twelve toddlers aimlessly running about the classroom. The surveyor noted that the classroom was a wide-open space with only two medium-sized shelving units that contained toys positioned against the wall. The surveyor asked the two staff present if the space is always left wide-open and without restrictions, and they replied, "Yes, it has always been a wide-open space." A few minutes later, a staff person placed her cell phone on the window ledge and started playing children's music. The other staff person stated that it was "their music time". The surveyor asked to review the lesson plan and found that it was dated for the previous week. At approximately 11:15 a.m., the surveyor entered the classroom again and found that the children were still running about the classroom, and one child was observed lying on the floor.

Additionally, the surveyor found that the classroom was lacking in some of the required materials/toys. For example, there were only five blocks, three books, and two musical instruments available for the twelve toddlers present. The staff stated that they had more books, but that they keep them "put up" because the children chew on them.

**Premises**

**Not In Compliance**

**540 - Premises Requirements**

**Not In Compliance**

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

- (1) The premises shall be:**
  - (a) Suitable for the purpose intended;**
  - (b) Kept clean and in good repair;**

**Findings:**

General: Based on observation, the surveyor found an excessive amount of dust on a ceiling exhaust vent in the restroom located in the three-year-old classroom.

**580 - 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 surveyor found the following in the toddler classroom: two areas of threadbare and unraveled carpet, several areas of chipped paint along the wall in the eating area, and dried glue and rough patches on the wall where a piece of carpet tile had become unattached.

**645 - 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 child-care center failed to meet this regulation as follows:

The surveyor found that the hand-washing sinks located in the toddler and two-year-old classrooms were not immediately adjacent to diaper changing areas. Staff and children cannot move directly to hand-washing sinks without touching a plastic gate and a doorknob. For instance, the surveyor found that in the toddler classroom that one has to first step over a plastic gate in order to get to the hand-washing sink, and in the two-year-old classroom one has to first open a restroom door to get to the hand-washing sink.

**650 - 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 surveyor found the first toilet located in the preschool restroom was in need of cleaning. There were brown streaks inside of the toilet bowl and on the surface of the rim underneath the lid. Additionally, the surveyor found a buildup of residue and grime underneath the toilet lid.

**Hygienic Practices**

**Not In Compliance**

**655 - Child Personal Care/Handwashing**

**Not In Compliance**

**922 KAR 2:120. Section 3. General Requirements.**  
**(4) A child shall:**  
**(a) Be helped with personal care and cleanliness based upon his or her developmental skills;**  
**(b) Except as established in paragraph (c) of this subsection, wash his or her hands with liquid soap and warm running water:**  
**1. a. Upon arrival at the center; or**  
**b. Within thirty (30) minutes of arrival for school-age children;**  
**2. Before and after eating or handling food;**  
**3. After toileting or diaper change;**  
**4. After handling animals;**  
**5. After touching an item or an area of the body soiled with body fluids or wastes; and**  
**6. After outdoor or indoor play time; and**  
**(c) Use hand sanitizer or hand-sanitizing wipes if liquid soap and warm running water are not available in accordance with paragraph (b) of this subsection. The child shall wash the child's hands as soon as practicable once liquid soap and warm running water are available.**

**Findings:**

General: Based on observation, a staff person failed to meet this regulation as follows:

The surveyor noted at approximately 10:57 a.m., a staff person in the toddler classroom checked each child's diaper. Next, the staff person changed a male toddler's diaper and then place him directly back with the group without washing his hands. The surveyor observed the staff person change three more toddler's diapers and place them directly back with the group without washing their hands. At approximately 11:23 a.m., the surveyor found that staff did not wash the toddlers' hands prior to lunch being served. It is important to note that there were twelve toddlers present during the observation.

Additionally, the surveyor observed dried mucus and sticky residue on a female toddler's face. The staff made no attempt to clean her face.

**660 - Staff Hygiene/Handwashing**

**Not In Compliance**

**922 KAR 2:120. Section 3. General Requirements.**  
**(5) Staff shall:**  
**(a) Maintain personal cleanliness;**  
**(b) Conform to hygienic practices while on duty;**  
**(c) Except as established in paragraph (d) of this subsection, wash their hands with liquid soap and running water:**  
**1. Upon arrival at the center;**  
**2. After toileting or assisting a child in toileting;**  
**3. Before and after diapering each child;**  
**4. After wiping or blowing a child's or own nose;**  
**5. After handling animals;**  
**6. After caring for a sick child;**  
**7. Before and after feeding a child or eating;**  
**8. Before dispensing medication;**  
**9. After smoking or vaping; and**  
**10. If possible, before administering first aid; and**  
**(d) Use hand sanitizer or hand-sanitizing wipes if liquid soap and warm running water are not available in accordance with paragraph (c) of this subsection. The staff shall wash the staff's hands as soon as practicable once liquid soap and warm running water are available.**

**Findings:**

General: Based on observation, a staff person failed to meet this regulation as follows:

The surveyor noted at approximately 10:57 a.m., a staff person in the toddler classroom checked each child's diaper. Next, the staff person changed a male toddler's diaper and then place him directly back with the group. The surveyor observed the staff person then change three more toddler's diapers and place them directly back with the group. At no time did the staff person wash her hands with soap and running water after each diaper change.

**Inspection Report**

**First Aid/Medication**

**Not In Compliance**

**715 - 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 have not expired;**
  - (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:**

Based on observation, the surveyor found the first aid kit did not contain gauze. Furthermore, the surveyor only observed two Band-Aids. The staff person in charge stated that she was aware that she needed to purchase more Band-Aids.

**Outdoor Play Area**

**Not In Compliance**

**745 - Playground Clean**

**Not In Compliance**

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

- (20) An outdoor play area shall be:**
  - (c) Free from:**
    - 1. Litter;**
    - 2. Glass;**
    - 3. Rubbish; and**
    - 4. Flammable materials;**

**Findings:**

General: Based on observation, the surveyor found a ladder, a wheelbarrow full of discarded roof shingles, and sheet metal on the playground. The staff person in charge stated that the roof was being replaced, and she was hoping the items had been removed.

Additionally, a small refrigerator was observed on a concrete platform with steps within the premises of the playground.

It is important to note that the ladder and wheelbarrow were observed on the playground during an inspection conducted on 10/3/2019.

**Equipment**

**Not In Compliance**

**815 - Toys/Furniture**

**Not In Compliance**

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

- (1) All toys 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 surveyor found tape residue along two shelving units located in the toddler classroom.

**Transportation**

**Not Applicable**

**Food Service/Food Program**

**In Compliance**

**Food Service**

**Not In Compliance**

**1025 - Refrigerator**

**Not In Compliance**

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

- (4) A cold-storage facility used for storage of perishable food in a nonfrozen state shall:**
  - (a) Have an indicating thermometer or other appropriate temperature measuring device;**
  - (b) Be in a safe environment for preservation; and**
  - (c) Be forty (40) degrees Fahrenheit or below.**

**Findings:**

General: Based on observation, the surveyor found sippy cups that contained milk inside of the small refrigerator located in the laundry room. There was not an indicating thermometer inside of the refrigerator; therefore, the surveyor could not determine the temperature.

**Inspection Report**

**1040 - Kitchen Equipment Clean and Sanitary**

**Not In Compliance**

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

- (7) The following shall be clean and sanitary:**
  - (a) Eating and drinking utensils;**
  - (b) Kitchenware;**
  - (c) Food contact surfaces of equipment;**
  - (d) Food storage utensils;**
  - (e) Food storage containers;**
  - (f) Cooking surfaces of equipment; and**
  - (g) Nonfood contact surfaces of equipment.**

**Findings:**

General: Based on observation, the surveyor found brown and orange sticky residue and food particles inside of the refrigerator located in the dining area.

**1055 - Food Clean/Free From Spoilage**

**Not In Compliance**

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

- (1) Food shall be:**
  - (a) Clean;**
  - (b) Free from:**
    - 1. Spoilage;**
    - 2. Adulteration; and**
    - 3. Misbranding;**
  - (c) Safe for human consumption;**
  - (d) Withheld from service or discarded if the food is hermetically sealed, nonacidic, or low-acidic food that has been processed in a place other than a commercial food-processing establishment;**

**Findings:**

General: Based on observation, the surveyor found an unopened bag of frozen chicken patties in the freezer located in the kitchen. A staff person, who is in charge of preparing meals, stated that the bag of chicken should have been discarded.

**1075 - Bottle Preparation by Parent**

**Not In Compliance**

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

- (4) Formula or breast milk provided by the parent shall be prepared and labeled.**

**Findings:**

General: Based on observation and interview, the child-care center did not meet this regulation as follows:

The surveyor observed containers of different brands of infant formula stored in the infant classroom. The staff person stated that the child-care center provides formula and nursery water for parents, but that the parents of three infants enrolled choose to provide their own formula. She stated that she prepares their bottles by measuring and mixing their formula.

**Children's Records**

**In Compliance**

**Written Documentation**

**Not In Compliance**

**1160 - Daily Attendance Records**

**Not In Compliance**

**922 KAR 2:090. Section 9. 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 observation, the surveyor found thirty-three children present in the child-care center, but only twenty-one children were documented present on the attendance record.

**Posted Documentation**

**Not In Compliance**

**1200 - Posting Requirements**

**Not In Compliance**

**922 KAR 2:090. Section 8. General.**

- (6) 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) The provider's preliminary or regular license;**
  - (b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;**
  - (c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;**
  - (d) Information on the Kentucky Consumer Product Safety Program and the program's Website as specified in KRS 199.897;**
  - (e) 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;**
  - (f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and**
  - (g) Daily planned program.**

**Findings:**

General: Based on observation and review of documentation, the surveyor found the statement of deficiencies issued by the cabinet on 2/9/2019, and the plan of correction addressing the deficiencies was not posted.

**Animals**

**Not Applicable**

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Signature of  
Provider/Representative

Title

Date