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**Inspection Report**

<b>Provider Name:</b> Early Learning Center at Erlanger Elsmere Schools	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L383307
<b>Provider Address:</b> 450 Bartlett Avenue, Erlanger, KY, 41018		<b>Capacity:</b> 145
<b>Owner(s):</b> Children, Inc.		<b>Director(s):</b> Smith, Christen Lynn

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 291313
<b>Date Initiated:</b> 09/13/2019 10:00 AM	<b>Date Concluded:</b> 09/13/2019 12:41 PM	
	<b>No. of Children Present:</b> 38	

Inspection Report	
<b>Background Checks</b>	<b>In Compliance</b>
<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>345 - Staff Evaluation</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b> <b>(1) 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, two (2) staff members hired 5/29/18 and 7/15/13 did not have an employee evaluation on file for review.	
<b>Employee Records</b>	<b>Not In Compliance</b>
<b>385 - Personnel File</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 9. Records.</b> <b>(1) A child-care center shall maintain:</b> <b>(e) A current personnel file for each child-care center staff person to include:</b> <b>1. Name, address, date of birth, and date of employment;</b> <b>2. Proof of educational qualifications;</b> <b>3. Record of annual performance evaluation;</b> <b>4. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and</b> <b>5. The results of background checks conducted in accordance with 922 KAR 2:280;</b>	
<b>Findings:</b>	
General: Based on review of documentation, a staff member hired 8/12/19 did not have verification of educational qualifications in their employee file.	

Inspection Report

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, 1.) A staff member hired 7/15/13 has not completed Pediatric Abusive Head Trauma training within the last five (5) years. The training was last completed on 12/18/13. A review of ECE-TRIS supports the information found during the survey.  
 2.) A staff member hired 7/15/13 had evidence of thirteen (13) out of fifteen (15) hours of annual child-care and education training recorded on ECE-TRIS

Programming

In Compliance

Premises

Not In Compliance

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, 1.)The exhaust grill in the Preschool One (1) classroom had an excessive amount of dust build-up.  
 2.)The partial wall leading into the bathroom in the one (1) year old classroom had paint that was flaking.  
 3.)A carpet in the preschool two (2) to five (5) year old room had a horse-shoe shaped yellow stain on it.  
 4.)There was tape residue with dirt build-up on the wall in the block center in the preschool two (2) to five (5) year old room.  
 5.)There was a wooden triangular frame located on the wall in the Preschool two (2) to five (5) year old room that had paint that was peeling.

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

In Compliance

Food Service/Food Program

In Compliance

Food Service

In Compliance

Children's Records

Not In Compliance

1140 - Enrollment Information

Not In Compliance

922 KAR 2:090. Section 9. 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 a 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 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, a child enrolled 8/23/18 did not have a preferred hospital listed on file.

Written Documentation

In Compliance

Posted Documentation

In Compliance

Animals

In Compliance

Signature of Provider/Representative

Title

Date