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Inspection Report

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|-------------------------------------------------------------------|---------------------------------------|----------------------------------------|
| Provider Name: Little Treehouse Learning Center | Provider Information | License No: L383370 |
| Provider Address: 115 Kennedy Drive, Ft. Wright, KY, 41017 | Provider Type: LICENSED TYPE I | Capacity: 60 |
| Owner(s): Little Treehouse Learning Center LLC | | Director(s): Dahms, Sara Elaine |

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|----------------------------------------------|--------------------------------------------|------------------------------|
| Inspection Type: Investigation | Inspection Information | Inspection No: 216206 |
| Visit Start Date: 07/07/2016 10:40 AM | Visit End Date: 07/07/2016 11:30 PM | |
| No. of Children Present: 47 | | |

Inspection Report

Supervision

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| 5 - Children Supervised | In Compliance |
| <p>922 KAR 2:120. Section 2. Child Care Services. (3)(a) Each center shall maintain a child-care program that assures each child will be: 1. Provided with adequate supervision at all times by a qualified staff person who: a. Ensures the child is within scope of vision and range of voice; or b. For a school-age child, within scope of vision or range of voice;</p> | |

Staffing Requirements

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| 40 - Ratios and Group Size | In Compliance |
| <p>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.</p> | |



Inspection Report

General Administration

140 - Staff Conviction/Substantiation

Not In Compliance

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

(2) A child-care center shall not employ a person:

- (a) Convicted of, or who entered an Alford or guilty plea to, a crime pursuant to 922 KAR 2:090, Section 6(6);
- (b) Found by the cabinet to have abused or neglected a child, pursuant to 922 KAR 1:470;
- (c) Placed on the Sex Offender Registry; or
- (d) Determined by a physician to have a health condition that renders the person unable to care for children.

Findings:

General: Based on Review of Documentation, a substantiated child abuse and neglect check was received on an employee with a hire date of 6/13/16. At the time of the visit on 7/7/16 this staff person was observed working alone with a group of nine (9) two (2) year old children. An interview with the staff person found that she works alone in the same room Monday-Friday from 8:00 a.m. to 5:00 p.m. During an interview with the staff person in charge it was indicated that she had received the results of the child abuse and neglect check the week prior and saw that the results showed a substantiation of child neglect. The staff person in charge indicated that she mentioned the substantiation to the staff person who informed her that she had paperwork at home that showed she had been cleared of the substantiation. The staff person in charge added that she has allowed the staff person to continue working at the facility and was waiting on her to bring in the paperwork.

Director Requirements

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 Review of Documentation, a substantiated child abuse and neglect check was received on an employee with a hire date of 6/13/16. At the time of the visit on 7/7/16 this staff person was observed working alone with a group of nine (9) two (2) year old children. An interview with the staff person found that she works alone in the same room Monday-Friday from 8:00 a.m. to 5:00 p.m. During an interview with the staff person in charge it was indicated that she had received the results of the child abuse and neglect check the week prior and saw that the results showed a substantiation of child neglect. The staff person in charge indicated that she mentioned the substantiation to the staff person who informed her that she had paperwork at home that showed she had been cleared of the substantiation. The staff person in charge added that she has allowed the staff person to continue working at the facility and was waiting on her to bring in the paperwork. It was also found through a review of this staff person's file that the results of a criminal records check was not on file. An interview with the staff person in charge found that she submitted the application for the results of the criminal records check on 7/5/16 and has not received the results.

Employee Records

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, a substantiated child abuse and neglect check was received on an employee with a hire date of 6/13/16. At the time of the visit on 7/7/16 this staff person was observed working alone with a group of nine (9) two (2) year old children. An interview with the staff person found that she works alone in the same room Monday-Friday from 8:00 a.m. to 5:00 p.m. During an interview with the staff person in charge it was indicated that she had received the results of the child abuse and neglect check the week prior and saw that the results showed a substantiation of child neglect. The staff person in charge indicated that she mentioned the substantiation to the staff person who informed her that she had paperwork at home that showed she had been cleared of the substantiation. The staff person in charge added that she has allowed the staff person to continue working at the facility and was waiting on her to bring in the paperwork. It was also found through a review of this staff person's file that the results of a criminal records check was not on file. An interview with the staff person in charge found that she submitted the application for the results of the criminal records check on 7/5/16 and has not received the results. The application for the results of a criminal records check was not submitted prior to or on the date of hire. This staff person has been working alone without the results of a criminal records check and with a substantiated CAN check, There was an additional staff person hired 6/28/16 who did not have an application submitted for the results of a criminal records check until 7/5/16.

305 - Background checks/discharged

Not In Compliance

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

(6) Upon completion of background checks described in subsection (4)(b) of this section, a licensee shall discharge immediately:

- (a) An individual whose name is listed on the central registry established by 922 KAR 1:470;**
- (b) An individual who has been convicted of, or has entered an Alford plea or a plea of guilty to, a crime in accordance with KRS 17.165;**
- (c) An individual who is confirmed by an address check of the Sex Offender Registry and supporting documentation as a registered sex offender;**
- (d) An individual who has been convicted of, or entered an Alford plea or plea of guilty to, a drug-related felony, and five (5) years has not elapsed since the person was fully discharged from imprisonment, probation, or parole;**
- (e) A director who has been convicted of, or entered an Alford plea or a plea of guilty to, a felony offense involving fraud, embezzlement, theft, or forgery; and**
- (f) An individual who has been convicted of, or has entered an Alford plea or a plea of guilty to, an offense under a criminal statute of the United States or of another state similar to an offense specified in this subsection.**

(7) An individual who has been convicted of, or entered an Alford plea or a plea of guilty to, a nonviolent felony or misdemeanor not specified in this section shall be handled on a case-by-case basis by the licensee with consideration given to the:

- (a) Nature of the offense;**
- (b) Length of time that has elapsed since the event; and**
- (c) Individual's life experiences after conviction, Alford plea, or guilty plea.**

Findings:

General: Based on Review of Documentation, a substantiated child abuse and neglect check was received on an employee with a hire date of 6/13/16. At the time of the visit on 7/7/16 this staff person was observed working alone with a group of nine (9) two (2) year old children. An interview with the staff person found that she works alone in the same room Monday-Friday from 8:00 a.m. to 5:00 p.m. During an interview with the staff person in charge it was indicated that she had received the results of the child abuse and neglect check the week prior and saw that the results showed a substantiation of child neglect. The staff person in charge indicated that she mentioned the substantiation to the staff person who informed her that she had paperwork at home that showed she had been cleared of the substantiation. The staff person in charge added that she has allowed the staff person to continue working at the facility and was waiting on her to bring in the paperwork.

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 a staff person hired 6/28/16 did not have a copy of a high school diploma, GED or other qualifying documentation.

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 a staff person hired 6/28/16 who did not have the results of a T.B. skin test read until 6/29/16. The T.B. was not completed prior to employment.

Signature of
Provider/Representative

Title

Date

