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Inspection Report

Provider Name: Kiddie Kollege	Provider Information	CLR No: L383388
Provider Address: 1194 East Armory Road, Brandenburg, KY, 40108	Provider Type: LICENSED TYPE I	Capacity: 40(Bldg 1: 48)
Owner(s): Kiddie Kollege Llc		Director(s): Winkler, Melissa LeAnn

Inspection Type: Renewal Application	Inspection Information	Inspection No: 245004
Date Initiated: 05/09/2018 9:00 AM	Date Concluded: 05/09/2018 11:15 AM	
	No. of Children Present: 28	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	Not In Compliance
125 - Ratios and Group Size	Not In Compliance
<p>922 KAR 2:120. Section 2. Child Care Services.</p> <p>(2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows:</p> <p>Age of Children Ratio Maximum Group Size*</p> <p>Infant</p> <p>1 staff for 5 children 10</p> <p>Toddler 12 to 24 months</p> <p>1 staff for 6 children 12</p> <p>Toddler 24 to 36 months</p> <p>1 staff for 10 children 20</p> <p>Preschool-age 3 to 4 years</p> <p>1 staff for 12 children 24</p> <p>Preschool-age 4 to 5 years</p> <p>1 staff for 14 children 28</p> <p>School-age 5 to 7 years</p> <p>1 staff for 15 children 30</p> <p>School-age 7 and older</p> <p>1 staff for 25 children</p> <p>(for before and after school) 30</p> <p>1 staff for 20 children</p> <p>(full day of care) 30</p> <p>*Maximum Group Size shall be applicable only to Type I child-care centers.</p> <p>(b) The age of the youngest child in the group shall determine the:</p> <p>1. Staff-to-child ratio; and</p> <p>2. Maximum group size.</p>	
<p>Findings:</p> <p>General: Based on observation, the child care center failed to comply with staffing requirements. In the pre-school classroom, there were twelve (12) children present, who ranged in age from two to four years-old with one (1) staff member, from 09:00 a.m. to 11:15 a.m. Therefore, the class was out of ratio by two (2). Continued observation revealed the infant classroom had seven (7) infants present, with one (1) staff member from 09:00 a.m. to 09:50 a.m.</p>	
General Administration	In Compliance

Inspection Report	
Director Requirements	Not In Compliance
320 - Operation instruction/Regulation copy	Not In Compliance
922 KAR 2:090. Section 8. General. (2) Child-care center staff shall be: (a) Instructed by the child-care center's director regarding requirements for operation; and (b) Provided with a copy of this administrative regulation, 922 KAR 2:120, and 922 KAR 2:280.	
Findings: General: Based on review of documentation and interview, the child care center director failed to assure compliance with regulatory requirements. Upon request, the child care center director did not present verification of a current copy of the administrative regulations.	
345 - Staff Evaluation	Not In Compliance
922 KAR 2:090. Section 10. Director Requirements and Responsibilities. (1) A director shall: (j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;	
Findings: General: Based on review of documentation and interview, the child care center director failed to assure compliance with regulatory requirements. Upon request, the child care director did not present verification of the evaluations assessing the staff person's interaction with children in care and classroom performance for the employees with the hire dates of 04/18/2015, 10/04/2016 and 11/21/2016.	
Employee Records	Not In Compliance
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 and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the record for the employee with the hire date of 04/08/2015 contained a current copy of a statement from a health professional that the individual is free of active tuberculosis; or a copy of negative tuberculin results.	
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 interview, the child care center failed to maintain employee's records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the employees with the hire dates of 10/04/2016, 11/21/2016, and 04/08/2015 had met the requirement of Fifteen (15) hours of cabinet-approved early care and education training during each subsequent year of employment. Continued review revealed that the employees with the hire dates of 04/08/2015, 10/04/2016, and 11/21/16 had not met the requirement of completing one and one-half (1 ½) hours of pediatric abusive head trauma training. The employees with the hire dates of 04/08/2015, 11/21/2016, and 01/09/2018 had not completed orientation training within the required timeframe. Review of the TRIS training system indicated the above mentioned employees had not met these requirements.	

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 the following:**

- 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 review of documentation and interview, the child care center failed to comply with regulatory programming requirements. Upon request, the child care director did not present verification that the daily activity of programming that was posted in writing had been updated to reflect the current week that included the activities that are individualized and developmentally appropriate for each child for the children in three (3) of the three (3) classrooms.

485 - Infant Sleep Position**Not In Compliance****922 KAR 2:120. Section 6. Sleeping and Napping Requirements.**

- (1) An infant shall sleep or nap on the infant's back unless the infant's health professional signs a waiver that states the infant requires an alternate sleeping position.**

Findings:

General: Based on observation and interview, the child care center failed to comply with programming requirements. There were three (3) infants observed sleeping with a boppy pillow located inside of their crib. Interview with the staff member present revealed there was no signed waiver from a health professional stating that the infants required an alternate sleep position.

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 child care center failed to maintain premises in accordance with regulatory requirements. Observation in the pre-school classroom revealed the walls, door frames and doors had a buildup of grime and dirt stains, along with paint that was chipped and in need of repair.

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 maintain premises in accordance with regulatory requirements. The restroom located off the pre-school classroom was not equipped with hand-drying blower or single use disposable hand drying material.

Inspection Report**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 their developmental skills; and****(b) 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, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. Upon completion of the diaper change in the pre-school classroom, the staff member did not assist or prompt the child in hand washing procedures after the diaper change.

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) 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, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. Upon completion of the diaper change in the pre-school classroom, the staff member did not maintain personal cleanliness by washing their hands with liquid soap and water after diapering a child.

First Aid/Medication**In Compliance****Outdoor Play Area****In Compliance****Equipment****Not In Compliance****820 - 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. Observation of the play house, revealed the entrance was cracked, along with the rooftop shingles.

Transportation**Not Applicable**

Inspection Report**Food Service/Food Program****Not In Compliance****985 - Breakfast Requirements****Not In Compliance****922 KAR 2:120. Section 9. Food and Meal Requirements.****(17) Breakfast shall include:**

- (a) Milk;**
- (b) Bread; and**
- (c) 1. Fruit;**
- 2. Vegetable; or**
- 3. 100 percent juice.**

Findings:

General: Based on interview, the child care center failed to maintain food service in accordance with regulatory requirements. Interview with staff revealed the children were served cereal, milk and a pastry bar; however, no fruit or 100% fruit juice was offered.

Food Service**Not In Compliance****1000 - Bottle Feeding****Not In Compliance****922 KAR 2:120. Section 3. General Requirements.****(11) While bottle feeding a child, the:**

- (a) Child shall be held; and**
- (b) Bottle or beverage container shall not be:**
 - 1. Propped;**
 - 2. Left in the mouth of a sleeping child; or**
 - 3. Heated in a microwave.**

Findings:

General: Based on interview, the child care center failed to maintain food service requirements. The staff member assigned to the infant classroom revealed that the bottles are prepared and heated up in the microwave for the infants use.

1130 - 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 review of documentation and interview, the child care center failed to maintain food service in accordance with regulatory requirements. Upon request, the child care director did not present verification that a menu had been completed and posted in a conspicuous place for review.

Children's Records**Not In Compliance****1135 - Immunization****Not In Compliance****922 KAR 2:090. Section 9. Records.****(1) A child-care center shall maintain:**

- (a) A current immunization certificate for each child in care within thirty (30) days of the child's enrollment, unless an attending physician or the child's parent objects to the immunization of the child pursuant to KRS 214.036;**

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain children's records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the records of the children with the enrollment dates of 01/24/2018, 02/01/2018 02/26/2018 and 05/09/2016 contained a current immunization record.

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 and interview, the child care center failed to maintain children's records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the records for children with the enrollment dates of 05/09/2016 and three (3) children with the date of 01/24/2018 contained information listing a name of a preferred hospital. Additionally, the child care center failed to obtain an enrollment form for child identified with the date of enrollment of 02/01/2018.

Written Documentation

Not In Compliance

1150 - 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 and 42 U.S.C. 9858c(c)(2)(U).

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, the child care director did not present verification that the 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 had been submitted to the local emergency management team within the last year.

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 review of documentation, the child care center failed to maintain written documentation in accordance with regulatory requirements. The daily attendance record for the week of 05/07/2018 was verified in advance as evidenced by the signature of the parent or designated person for five (5) of the children identified on the DCC -94E form. Continued review revealed that there were twenty-eight (28) children present, with only seventeen (17) children signed in.

1170 - Professional Development

Not In Compliance

922 KAR 2:090. Section 9. 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 and interview, the child care center director failed to assure compliance with regulatory requirements. Upon request, the child care director did not present verification that an annual plan for child-care staff professional development had been completed for the employees with the hire dates of 04/18/2015, 10/04/2016 and 11/21/2016.

1185 - Confidentiality/Maintenance/Access

Not In Compliance

922 KAR 2:090. Section 9. Records.

(2) A child-care center shall:

- (a) Maintain the confidentiality of a child's record and information concerning a child or the child's parent;**
- (b) Maintain all records for five (5) years; and**
- (c) Provide the cabinet access and information in the completion of the investigation pursuant to KRS 620.030(4) and (5).**

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements regarding confidential information. A copy of a child's medical information was posted on the bulletin board in the preschool classroom. The information was accessible to the public.

Inspection Report

1195 - Fire Drills

Not In Compliance

922 KAR 2:120. Section 3. General Requirements.

(12) A fire drill shall be conducted during hours of operation:

- (a) At least monthly; and
- (b) Documented.

(13) An earthquake drill and a tornado drill shall be:

- (a) Conducted during hours of operation at least quarterly; and
- (b) Documented.

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, the child care director did not provide verification that the fire drills had been conducted for the months of January, February, and March of 2018. Continued review revealed a tornado or disaster drill had not been completed since December of 2017.

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date