Andy Beshear

GOVERNOR



CABINET FOR HEALTH AND FAMILY SERVICES OFFICE OF INSPECTOR GENERAL

Melissa A. Moore, Director

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Inspection Report

Eric Friedlander SECRETARY

Adam Mather INSPECTOR GENERAL

Provider Information Provider Name: Sebree Alpha Academy Provider Type: LICENSED TYPE I License No: 1383458 Provider Address: 61 N. State St., Sebree, KY, 42455 Capacity: 36 Owner(s): Webster County Schools Director(s): Baker, Pam Inspection Information Inspection Type: Initial Application Inspection No: 191945 Visit Start Date: 08/14/2015 10:30 AM Visit End Date: 08/14/2015 12:30 PM No. of Children Present: Inspection Report Supervision 5 - Children Supervised Discussed 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; 10 - Children Protected Discussed 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: 2. Protected from abuse or neglect. 15 - Activity Areas/Equipment/Materials Discussed 922 KAR 2:120. Section 3. General Requirements. (2) Activity areas, equipment, and materials shall be arranged so that the child's activity can be given adequate supervision by staff. In Compliance 20 - Supply Storage 922 KAR 2:120. Section 4. Premises Requirements. (30) Supplies shall be stored so that the adult can reach them without leaving a child unattended. 25 - Supervision During Diapering Discussed 922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements. (10) When a child is diapered, the child shall: (a) Not be left unattended

Staffing Requirements

30 - Cooking/Cleaning Staffing

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

(1) Effective with the adoption of this administrative regulation, a director shall:

(k) Assure that additional staff are available during cooking and cleaning hours, if necessary, to maintain staff-to-child ratios pursuant to 922 KAR 2:120;

35 - Adequate Adults/Qualified Staff

Kentuck

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Discussed

Discussed

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

(10) The minimum number of adult workers in a child-care center shall be sufficient to ensure that:

(a) Minimum staff-to-child ratios in accordance with 922 KAR 2:120 are followed;

(b) Each staff person under eighteen (18) years of age and each student trainee are under the direct supervision of a qualified staff person who meets the requirements of this section; and

(c) Unless providing care with a qualified staff person, a person under the age of eighteen (18) shall not be counted as staff for the staff-to-child ratio.

40 - Ratios and Group Size

Ratios and Group Size	Discuss
22 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.	
Ratio/Group Size	Discus

45 - Ratio/Group Size

	 922 KAR 2:120. Section 2. Child Care Services. (2)(b) The age of the youngest child in the group shall determine the: 1. Staff-to-child ratio; and 2. Maximum group size. 				
5	5 - Related Children Discussed				
	922 KAR 2:120. Section 2. Child Care Services. (2)(d) If a child related to the director, employee, or person under the supervision of the licensee is receiving care in the center, the child shall be included in the staff-to-child ratio.				
	General Administration				
6	0 - Zoning 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: (a) Provide written documentation from the local authority showing compliance with local zoning requirements;				
6	5 - Fire Marshal In Compliance				

65 - Fire Marshal	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; 	
70 - Water/Sewage	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:	
(c) Have an approved water and sewage system in accordance with local, county, and state laws;	
75 - Liability Insurance	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:	
(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;	
80 - Comply with regulations	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:	
(e) Comply with provisions of this administrative regulation, 922 KAR 2:110, and 922 KAR 2:120;	
85 - Cooperate with state agency	In Compliance



Inspection	Report
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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:
- (f) Cooperate with the cabinet, the cabinet's designee, or another agency with regulatory authority during:
- 1. An investigation of an alleged complaint, including an allegation of child abuse or neglect pursuant to KRS 620.030(4); and
- 2. Unannounced inspections; and

90 - Have Director

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:
- (g) Have a director who meets the requirements listed in 922 KAR 2:110.

95 - Allow Access

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

(12) A child-care center shall allow the cabinet or its designee, another agency with regulatory authority, and a parent of an enrolled child unannounced access to the child-care center during the hours of operation.

100 - Plan of Correction/10 days

922 KAR 2:090. Section 9. Statement of Deficiency and Corrective Action Plans.

(2) Except for a violation posing an immediate threat as handled in accordance with KRS 199.896(5)(c), a child-care center shall submit a written corrective action plan to the cabinet or its designee within ten (10) calendar days of receipt of the statement of deficiency to eliminate or correct the regulatory violation.

105 - Amended Plan of correction

922 KAR 2:090. Section 9. Statement of Deficiency and Corrective Action Plans.

(6) A child-care center notified of the unacceptability of its plan shall:

(a) Within ten (10) calendar days of notification, submit an amended plan; or

110 - Report to Licensee

922 KAR 2:090. Section 11. Basis for Denial, Suspension or Revocation.

(3) A director, employee, volunteer, any person with supervisory or disciplinary control over, or having unsupervised contact with, a child shall report to the licensee if:

- (a) Convicted of, or entered an Alford or guilty plea to:
- 1. a violent crime or sex crime in accordance with KRS 17.165; or
- 2. A crime specified in Section 6(5) of this administrative regulation;
- (b) The subject of a cabinet child abuse or neglect investigation;
- (c) Found by the cabinet or a court to have abused or neglected a child;

(d) Convicted of, or entered an Alford or guilty plea to, a drug-related felony, and five (5) years have not elapsed since the person was fully discharged from imprisonment, probation, or parole;

(e) Placed on the Sex Offender Registry; or

(f) Determined by a physician to have a health condition that renders the person unable to care for children.

115 - Reports to Cabinet

922 KAR 2:110. Section 6. Reports.

(1) The following shall be reported to the cabinet or designee and other agencies specified in this section within twenty-four (24) hours from the time of discovery:

(a) Communicable disease, which shall also be reported to the local health department pursuant to KRS 214.010;

- (b) An accident or injury to a child that requires medical care;
- (c) An incident that results in legal action by or against the child-care center that:
- 1. Affects a child or staff person; or
- 2. Includes the center's discontinuation or disqualification from a governmental assistance program due to fraud or abuse;

(d) An incident involving fire or other emergency, including a vehicular accident when the center is transporting a child receiving child care services; or

(e) A report of child abuse or neglect that:

1. Has been accepted by the cabinet in accordance with 922 KAR 1:330; and

2. Names a director, employee, volunteer, or person with supervisory or disciplinary control over, or having unsupervised contact with a child in care as the alleged perpetrator.

125 - Confidential Information

000 VAD	2.440	Castlan	2	General.
922 NAK	Z:11U.	Section	Z .	General.

(3) Information concerning a child or the child's parent shall be kept in strict confidence by child-care center staff, except as otherwise required by law.

130 - Volunteer/Board Member Compliance

922 KAR 2:110. Section 2. General.

(4) A volunteer or board member shall comply with the policies and procedures of the child-care center.

135 - Resident Interference

922 KAR 2:110. Section 2. General.

(6) An activity of a person living in a child-care center that is a dwelling unit shall not interfere with the child-care center program.

140 - Staff Conviction/Substantiation



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_____ Discussed

Not Applicable

In Compliance

Discussed

In Compliance

Discussed

Discussed

Discussed

Discussed

Discussed

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.

145 - Controlled Substance/Alcohol

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

(11) Except for medication as prescribed by a physician, a controlled substance or alcohol use shall not be permitted on the premises during hours of operation.

150 - Adult Resident Requirements

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

(13)(a) For each adult residing at a Type II child-care center, the results of the following shall be maintained on file at the center a:

1. Criminal records check indicating that the adult has not been convicted of, entered an Alford or guilty plea to, a:

a. Crime pursuant to KRS 17.165; or

b. Drug-related felony, and five (5) years have not lapsed since the person was fully discharged from imprisonment, probation, or parole;

2. Child abuse and neglect check using the central registry in accordance with 922 KAR 1:470, indicating that the adult has not been found by the cabinet to have abused or neglected a child;

3. Criminal records check for any previous state of residence completed once if:

a. The adult resided outside the state of Kentucky in the last five (5) years; and

b. No criminal records check has been completed for the adult's previous state of residence. The check shall indicate that the adult has not been convicted of, or has not 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 subparagraph 1 of this paragraph; and

4. Copy of negative tuberculin results or a health professional's statement documenting that the adult is free of tuberculosis. Every two (2) years, the adult shall provide negative tuberculin results or health professional's statement documenting that the adult is free of tuberculosis. (b) An address check of the Sex Offender Registry conducted on behalf of the applicant for a Type II child-care center and supporting documentation shall indicate that no individual residing in the household is a registered sex offender.

155 - Staff Awake on Duty

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

(12) Each staff person shall remain awake while on duty except as specified in 922 KAR 2:120, Section 2(11)(f).

160 - Report to Cabinet

922 KAR 2:090. Section 11. Basis for Denial, Suspension or Revocation.

(4) Each licensee shall report to the cabinet or its designee if the:

(a) Licensee or an individual described in Section 6(4) of this administrative regulation meets a criterion of subsection (3) of this section; or (b) Licensee meets a criterion of subsection (7)(j) of this section.

165 - Child Abuse/Neglect Report

922 KAR 2:110. Section 6. Reports.

(2) An incident of child abuse or neglect shall be reported to the cabinet pursuant to KRS 620.030.

170 - Notification of Changes

922 KAR 2:110. Section 6. Reports.

(4) Written notification of the following shall be made to the cabinet to allow for approval before implementation:

- (a) Change of ownership;
- (b) Change of location;
- (c) Increase in capacity;
- (d) Change in hours of operation;
- (e) Change of services in the following categories:
- 1. Infant;

2. Toddler;

- 3. Preschool-age;
- 4. School-age;
- 5. Nontraditional hours; or
- 6. Transportation; or

(f) Addition to the square footage a child-care center's premises.

175 - Change of Director

922 KAR 2:110. Section 6. Reports.

(3) A licensee shall report to the cabinet within one (1) week:

(a) Any resignation, termination, or change of director; and

(b) The name of the acting director who satisfies the requirement of Section (4) of this administrative regulation.

180 - Fatality Report

- 922 KAR 2:110. Section 6. Reports.
- (5) The death of a child in care shall be reported to the cabinet within one (1) hour.

185 - Notification of Center Closure



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Discussed

Discussed

Discussed

Discussed

Discussed

Discussed

Discussed

Discussed

Not Applicable

922 KAR 2:110. Section 6. Reports.

(6) The cabinet and the parent of a child enrolled in a child-care center shall receive notice as soon as practicable, and prior to, a child-care center's temporary or permanent closure.

190 - Abuse/Neglect Report Procedure

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

(3)(b) The program shall include:

1. A procedure to inform child care staff of the laws of the Commonwealth pertaining to child abuse or neglect set forth in KRS 620.030;

195 - Requirements for Nontraditional Care

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

(11) If nontraditional hours of care are provided:

(a) Including time spent in school, a child shall not be permitted to spend more than sixteen (16) hours in the child-care center during one (1) twenty-four (24) hour period;

(b) At least one (1) staff member shall be assigned responsibility for each sleeping room;

(c) A child present for an extended period of time during waking hours shall receive a program of well-balanced and constructive activity that are developmentally appropriate for the child;

(d) A child sleeping three (3) hours or more shall sleep in:

1. Pajamas; or

2. A nightgown;

(e) If a child attends school from the child-care center, the child shall be offered breakfast;

200 - Staff Remain Awake

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

(11) If nontraditional hours of care are provided:

(f) Staff shall:

1. If employed by a Type I child-care center, remain awake while on duty; or

2. If employed by or is the operator of a Type II child-care center, remain awake until every child in care is asleep.

205 - Fire Marshal/Zoning Compliance

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

(2) A child-care center shall be in compliance with the State Fire Marshal requirements established in KRS 227.220 and the local zoning laws.

210 - Construction/Renovation Notification

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

(19) The Department of Housing, Buildings and Construction, State Fire Marshal's Office, and cabinet shall be contacted concerning a planned new building, addition, or major renovation prior to construction.

215 - Defined Groups

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

(2)(a) In a Type I child-care center, a group size shall:

1. Be separately maintained in a defined area unique to the group; and

2. Have specific staff assigned to, and responsible for, the group.

220 - Person Under Investigation by DCBS

922 KAR 2:110. Section 2. General.

(8) If a director, employee, volunteer, or any person with supervisory or disciplinary control over, or having unsupervised contact with a child in care is named as the alleged perpetrator in a child abuse or neglect report accepted by the cabinet in accordance with 922 KAR 1:330, the individual shall be removed from direct contact with a child in care:

(a) For the duration of the family-in-need-of-services assessment or investigation; and

(b) Pending completion of the administrative appeal process for a cabinet substantiation of child abuse or neglect in accordance with 922 KAR 1:320 or 922 KAR 1:480.

225 - Sick Child Exclusion

Discussed

Discussed

In Compliance

In Compliance

Not Applicable

Not Applicable

In Compliance

Discussed

Discussed

Discussed

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

(2) A child showing signs of an illness or condition that may be communicable shall not be admitted to the regular child-care program.

230 - Sick Child Protocol

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

(3) If a child becomes ill while at the child-care center:

(a) The child shall be placed in a supervised area isolated from the rest of the children;

(b) The parent shall be contacted immediately; and

(c) Arrangements shall be made to remove the child from the child-care center as soon as practicable.

Director Requirements

235 - Operation instruction/Regulation copy

922 KAR 2:110. Section 2. 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 2:090, and 922 KAR 2:120.



240 - Director Qualifications In	Compliance
 922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (a) Be twenty-one (21) years of age; (b) Have a high school diploma, a general equivalency diploma (GED), or qualifying documentation from a comparable educational entity (c) Not be employed in a position other than an on-site child care director, or director of multiple facilities, during the hours the child-care is in operation; 	
245 - Regulatory Compliance/Staff in Charge	Discussed
 922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (d) Ensure: Compliance with 922 KAR 2:090, 922 KAR 2:120, and this administrative regulation; and The designation of one (1) adult staff person in charge to carry out the director's duties if the director is not present in the child-care during operating hours; 	e center
250 - Staff Management/Policy Development/Supervision	Discussed
 922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (e) Manage the staff in their individual job descriptions; (f) Develop child-care center plans, policies, and procedures; (g) Supervise staff conduct to ensure implementation of program policies and procedures; 	
255 - Staff Meeting	Discussed
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (i) Conduct, manage, and document in writing staff meetings;	
260 - Staff Evaluation	Discussed
 922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation 	uation;
265 - Health, Safety, Comfort In	Compliance
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (I) Provide for the health, safety, and comfort of each child;	
270 - Parent Notification	Discusse
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (m) Notify the parent immediately of an accident or incident requiring medical treatment of a child;	
275 - Caregiver Alone	Discussed
 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 r the background checks as described in Section 3(1)(e)6 of this administrative regulation; 	results of
280 - Altered/Falsified Records In	Compliance
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (0) Assure each mandatory record specified in Section 3 of this administrative regulation has not been altered or falsified;	
285 - Parental/Family Involvement Activity	Discussed
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (p) Coordinate at least one (1) annual activity involving parental or family participation.	

290 - Director Educational Requirements - Type I

Kentucky

In Compliance

Inspection Report 922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (2) The director of a Type I child-care center shall meet one (1) of the following educational requirements: (a) Master's degree in Early Childhood Education and Development; (b) Bachelor's degree in Early Childhood Education and Development; (c) Master's degree or a bachelor's degree in a field other than Early Childhood Education and Development, including a degree in pastoral care and counseling, plus twelve (12) clock hours of child development training; (d) Associate degree in Early Childhood Education and Development; (e) Associate degree in a field other than Early Childhood Education and Development, plus twelve (12) clock hours of child development training, and two (2) years of verifiable full-time paid experience working directly with children in; (f) A Director's Credential in Early Childhood Development and one (1) year of verifiable full-time paid experience working directly with children in: 1. A school-based program following Department of Education guidelines: 2. An early childhood development program, such as Head Start; or 3. A licensed or certified child care program; (g) Child development associate plus one (1) year of verifiable paid experience working directly with children in: 1. A school-based program following Department of Education guidelines; 2. An early childhood development program (head start); or 3. A licensed or certified child-care program; or (h) Three (3) years of verifiable full-time paid experience working directly with children in: 1. A school-based program following Department of Education guidelines; 2. An early childhood development program, such as Head Start; or 3. A licensed or certified child-care program. 295 - Director Educational Requirements - Type II Not Applicable 922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (3) The director of a Type II child-care center shall: (a) Meet the requirements in subsection (2) of this section; or (b) Meet two (2) of the following: 1. Have twelve (12) hours of orientation and child development training; 2. Have one (1) year of verifiable full-time paid experience working directly with children in: a. A school-based program following Department of Education guidelines; b. An early childhood development program, such as Head Start; or c. A licensed or certified child-care program; or 3. Obtain six (6) additional hours of training in child day care program administration.

Employee Records

300 - Background checks/left alone

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, nine (9) staff, employed on 08/14/15, had a child abuse/neglect check that was not submitted by the licensee. Also, eight (8) caregivers, employed on 08/14/15, had a criminal records check that was not submitted by the licensee. These background checks were in the name of and submitted by the licensee's managing agency.

305 - Background checks/discharged

Discussed

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.

Cabinet For Health and Family Services Web site: http://chfs.ky.gov/



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Inspection Report	
310 - Personnel File In Comp	liance
922 KAR 2:110. Section 3. Records.	
(1) A child-care center shall maintain:	
(e) A current personnel file for each child-care center staff person to include:	
1. Name, address, date of birth, and date of employment;	
2. Proof of educational qualifications;	
3. Record of annual performance evaluation;	
4. Written record of training participation to include:	
a. The training source;	
b. Location; c. Date; and	
d. Number of clock hours completed;	
5. Every two (2) years, a:	
a. Statement from a health professional that the individual is free of active tuberculosis; or	
b. Copy of negative tuberculin results; and	
6. For a director, employee, volunteer, or any person with supervisory or disciplinary control over, or having unsupervised contact with, a chi	ild
in care, the results of a:	
a. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;	
b. Criminal records check required by KRS 199.896(19); c. Criminal records check from any previous state of residence completed once if:	
(i) The individual resided outside the state of Kentucky in the last five (5) years; and	
(ii) No criminal records check has been completed for the individual's previous state of residence; and	
d. An address check of the Sex Offender Registry;	
315 - Educational Requirements In Comp	liance
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;	
320 - TB Verification In Comp	liance
922 KAR 2:110. Section 5. Staff Requirements.	liance
922 KAR 2:110. Section 5. Staff Requirements. (1) Child-care center staff:	liance
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:	oliance
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	liance
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General: Based on review of documentation, two (2) substitute staff, employed on 8/14/15, each had a child abuse/neglect check that was not submitted in the licensee's name. Also, one (1) substitute staff, employed on 08/14/15, had a criminal records check that was not submitted in the licensee's name. These background checks were in the name of the licensee's managing agency.

340 - Training



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 onehalf (1 $\frac{1}{2}$) hours of pediatric abusive head trauma training completed once every five (5) years.

345 - Driver Requirements

922 KAR 2:120. Section 12. Transportation.

- (18) A driver of a vehicle transporting a child for a center shall:
- (a) Be at least twenty-one (21) years old;
- (b) Complete:
- 1. The background checks as described in 922 KAR 2:110; and

2. An annual check of the:

a. Kentucky driver history records in accordance with KRS 186.018; or

b. Driver history records through the state transportation agency that issued the driver's license;

(c) Hold a current driver's license which has not been suspended or revoked during the last five (5) years; and

(d) Not caused an accident which resulted in the death of a person.

Programming

350 - Program of Activities Followed 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) That offers a variety of creative activities including the following: 1. Art: 2. Music; 3. Dramatic play; 4. Stories and books; 5. Science: 6. Block building; 7. Tactile activity; 8. Culture: 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; 355 - Practice Appropriate Self-Help Procedures In Compliance 922 KAR 2:120. Section 2. Child Care Services. (4) The child-care center shall provide a daily planned program: (d) That offers a variety of creative activities including the following: **11.** An opportunity for a child to: c. Practice developmentally appropriate self-help procedures in respect to: (i) Clothing; (ii) Toileting; (iii) Hand-washing; and (iv) Eating; 360 - Electronic Viewing/Listening Devices Discussed 922 KAR 2:120. Section 2. Child Care Services. (4) The child-care center shall provide a daily planned program: (d) That offers a variety of creative activities including the follwoing: 12. Use of electronic viewing and listening devices if the: a. Material is appropriate to the child using the equipment; b. Material does not include any violence, adult content viewing, or inappropriate language; c. Viewing or individual listening is limited to two (2) hours per day; d. Viewing or listening is discussed with parents prior to viewing or listening; and e. Viewing or listening is designed as an educational tool. (5) A child who does not wish to use the electronic devices during the planned program shall be offered other appropriate activities. 365 - Regularity of Routines Discussed

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

(6) Regularity of routines shall be implemented to afford the child familiarity with the daily schedule of activity.

370 - Sufficient Activity Time

Cabinet For Health and Family Services Web site: http://chfs.ky.gov/



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Discussed

Not Applicable

Inspection Report	
922 KAR 2:120. Section 2. Child Care Services.	
(7) Sufficient time shall be allowed for an activity so that a child may progress at their own developmental rate. 75 - Waiting Period	Discussed
922 KAR 2:120. Section 2. Child Care Services.	Discusse
 (8) A child shall not be required to stand or sit for a prolonged period of time: (a) During an activity; (b) While waiting for an activity to start; or 	
(c) As punishment.	
80 - School Age Care Not A	Applicable
922 KAR 2:120. Section 2. Child Care Services. (9) If school-age care is provided: (a) A separate area or room shall be provided in a Type I child-care center; and	
(b) Each child shall be provided a snack after school.	
85 - Discipline	Discusse
 922 KAR 2:120. Section 2. Child Care Services. (10) A child shall not be subjected to: (a) Corporal physical discipline pursuant to KRS 199.896(18); (b) Loud, profane, threatening, frightening, or abusive language; or (c) Discipline that is associated with: 1. Rest; 2. Toileting; or 3. Food. 	
90 - Diagnosed Special Need	Discussed
922 KAR 2:120. Section 2. Child Care Services. (12) Care for a child with a special need shall be consistent with the nature of the need as documented by the child's health professional.	
	Discusse
922 KAR 2:120. Section 3. General Requirements. (1) Electronic viewing and listening devices shall only be used in the center as a part of the child's planned program of activity described S 2(4) of this administrative regulation.	ection
00 - Computer Monitoring Device In Co	ompliance
922 KAR 2:120. Section 3. General Requirements. (3) Computer equipment shall be equipped with a monitoring device which limits access by a child to items inappropriate for a child to view hear.	v or
D5 - Weather Conditions	Discusse
922 KAR 2:120. Section 4. Premises Requirements. (17) Outdoor activity shall be restricted based upon: (a) Temperature; (b) Weather conditions; or (d) Weather alerts, advisories, and warnings issued by the National Weather Service.	
10 - Infant/Toddler Combined with Older Children	Discusse
922 KAR 2:120. Section 5. Infant and Toddler Play Requirements. (2) Except in accordance with subsection (3) of this section, an infant or toddler shall participate in an activity with an older child for no mo than one (1) hour per day.	ore
15 - Toddler Combined with Preschool	Discusse
 922 KAR 2:120. Section 5. Infant and Toddler Play Requirements. (3) A toddler may participate in an activity with an older child for more than one (1) hour per day if: (a) The toddler is in transition to the pre-school age group; (b) The toddler is twenty-one (21) months or older; (c) Space for the toddler is available in the preschool-age group; (d) The staff-to-child ratios and group sizes are maintained based the age of the youngest child; (e) The center has a procedure for listing a transitioning toddler on attendance records, including a specific day and time the toddler is wie either age group; and 	ith
(f) The child care center has obtained the signature and approval of the toddler's parent on the toddler's transition plan.	Diseries
20 - Infant Sleep Position	Discusse
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.	
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Inspection	Report
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Inspection Report	
435 - Bedding/Toys in Crib	Discussed
 922 KAR 2:120. Section 6. Sleeping and Napping Requirements. (3) Rest time shall include adequate space specified by the child's age as follows: (a) For an infant: 3. No loose bedding; and 4. No toys or other items except the infant's pacifier; 	
440 - Two Hour Limit - Rest Time	Discussed
922 KAR 2:120. Section 6. Sleeping and Napping Requirements. (4) Rest time shall not exceed two (2) hours for a preschool-age child unless the child is attending the child-care center during nontra hours.	ditional
445 - Rest Period - Alternate Activity	Discussed
922 KAR 2:120. Section 6. Sleeping and Napping Requirements. (5) A child who does not sleep shall be permitted to play quietly and shall be visually supervised.	
450 - Appropriate Use of Food	Discussed
 922 KAR 2:120. Section 9. Food and Meal Requirements. (2) Food shall not be: (a) Used for reward; (b) Used for discipline; (c) Withheld until all other foods are consumed; or (d) Served while viewing electronic devices. 	
455 - Toilet Training	Discussed
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements. (5) Toilet training shall be coordinated with the child's parent.	
Premises	
460 - Inaccessible Items	In Compliance
 (7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care: (a) Toxic cleaning supplies, poisons, and insecticides; (b) Knives and sharp objects; (c) Matches, cigarettes, lighters, and flammable liquids; (d) Plastic bags; (e) Litter and rubbish; (f) Bar soap; and (g) Personal belongings and medications of staff. 	
465 - Items Accessible Only During Activity	In Compliance
 922 KAR 2:120. Section 3. General Requirements. (8) The following shall be inaccessible to a child in care unless under direct supervision and part of planned program of instruction: (a) Knives and sharp objects; (b) Litter and rubbish; and (c) Plastic bags not used for personal belongings. 	
470 - Guns/Ammunition Storage	In Compliance
922 KAR 2:120. Section 3. General Requirements. (9) In accordance with KRS 527.070(1), firearms and ammunition shall be stored separately in a locked area outside of the designated area.	l child care
475 - Smoking Protocol	Discussed
 922 KAR 2:120. Section 3. General Requirements. (10) Smoking shall: (a) Be permitted in accordance with local ordinances; (b) Be allowed only in outside designated areas; and (c) Not be permitted in the presence of a child. 	
480 - Premises Requirements	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; 	
485 - Phone Requirement	In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (1) The premises shall be: (c) Equipped with a working land-line telephone accessible to a room used by a child.	



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1922 XAR 2120, Section 4. Premises Requirements. In Compliance 193 - Carbon Mannalde Detector In Compliance 194 - Carbon Mannalde Detector In Compliance 192 - KRR 2120, Section 4. Premises Requirements. In Compliance 193 - Maiding presents with Section shall be required in a licensed child-care center that is in a home if the home: In Compliance 192 - KRR 2120, Section 4. Premises Requirements. In Compliance 192 - Maiding testion and Ambed detector shall be required in a licensed child-care center that is in a home if the home: In Compliance 192 - Maiding testion and Ambed constructed to ensure their In Building testion and Ambed detector shall be required in a licensed child-care center that is in a home if the home: In Compliance 192 - Maiding testion 4. Premises Requirements. In Compliance In Compliance 192 - Station 192 - Fore Child In Compliance In Compliance 192 - Station: In Compliance In Compliance 193 - Station: In Compliance In Compli	Inspection Report	
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(3) Fire and amongency works shall be kept clear of debris. In Compliance 92: School Monoskić Detectory In Compliance 92: MAR 21:20, Section 4, Premises Requirements. In Compliance (4) A working extending arrays. In Compliance 92: MAR 21:20, Section 4, Premises Requirements. In Compliance (9) Uses fuel huming appliances; or In Compliance (9) Uses fuel huming aball be constructed to ensure the: In Compliance (9) Educating its: 1. byr, 1. declarged aball the sequence of the balls installed; and (10) Following are protected: 1. Windows; 2. becom; 3. Statust 1. mindows; 1. compliance 122 KAR 21:20. Section 4, Premises Requirements. In Compliance 122 KAR 21:20. Section 4, Premises Requirements. In Compliance 122 KAR 21:20. Section 4, Premises Requirements. In Compliance 122 KAR 21:20. Section 4, Premises Requirements. In Compliance 122 KAR 21:20. Section 4, Premises Requirements. In Compliance <td>922 KAR 2:120. Section 4. Premises Requirements.</td> <td></td>	922 KAR 2:120. Section 4. Premises Requirements.	
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(d) Other vermin. 515 - Protected Openings In Compliance 922 KAR 2:120. Section 4. Premises Requirements. (a) An opening to the outside shall be effectively protected against the entrance of vermin by: (a) Self-closing doors; (b) Closed windows; (c) Screening; (d) Controlled air current; or (e) Other effective means. In Compliance 922 KAR 2:120. Section 4. Premises Requirements. In Compliance 922 KAR 2:120. Section 4. Premises Requirements. (f) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned. 525 - Water Supply Requirements In Compliance 922 KAR 2:120. Section 4. Premises Requirements. (i) The water supply shall be: in Compliance 922 KAR 2:120. Section 4. Premises Requirements. In Compliance 922 KAR 2:120. Section 4. Premises Requirements. In Compliance 922 KAR 2:120. Section 4. Premises Requirements. (i) Of the water supply shall be: in Octable; in Compliance 922 KAR 2:10. Section 4. Premises Requirements. (ii) Of the sufficient pressure to permit unrestricted use; and in Compliance (d) Under sufficient pressure to permit unrestricted use; and (e) Obtained from an approved public water supply or a source approved by the local health department. <td></td> <td></td>		
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530 - Sewage Disposal In Compliance	· ·	
	530 - Sewage Disposal	In Compliance

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922 KAR 2:120. Section 4. Premises Requirements. (12) Sewage shall be properly disposed by a method approved by the: (a) Cabinet for Environmental and Public Protection; or (b) Cabinet.	
535 - Plumbing Code In C	Compliance
922 KAR 2:120. Section 4. Premises Requirements. (13) All plumbing shall comply with the State Plumbing Code established in KRS Chapter 318.	
540 - Solid Waste In C	Compliance
922 KAR 2:120. Section 4. Premises Requirements. (14) Solid waste shall be kept in a suitable receptacle in accordance with local, county and state law, as governed by KRS 211.350 to 211	1.380.
545 - Child Care Program Interference In C	Compliance
 922 KAR 2:120. Section 4. Premises Requirements. (15) If a portion of the building is used for a purpose other than child care: (a) Necessary provisions shall be made to avoid interference with the child-care program; and (b) A separate restroom shall be provided for use only by those using the building for its child care purpose. 	
550 - Building Temperature	Compliance
 922 KAR 2:120. Section 4. Premises Requirements. (16) The temperature of the inside area of the premises shall be: (a) Sixty-five (65) to seventy-five (75) degrees Fahrenheit during the winter; or (b) Sixty-eight (68) to eighty-two (82) degrees Fahrenheit during the summer months. 	
555 - Indoor Gross Motor Space Requirements In C	Compliance
 922 KAR 2:120. Section 4. Premises Requirements. (22) If a child-care center does not have access to an outdoor play area, an indoor space shall: (a) Be used as a play area; (b) Have a minimum of sixty (60) square feet per child, separate from and in addition to the thirty-five (35) square feet minimum pursuant subsection (6) of this section; (c) Include equipment for gross motor skills; (d) Be well-ventilated; (e) Be heated; and (f) Have a protective surface of at least two (2) inches thick around equipment intended for climbing. 	it to
	 Compliance
922 KAR 2:120. Section 4. Premises Requirements. (27) Bodies of water that shall not be utilized include: (a) Portable wading pools; (b) Natural bodies of water: and (c) Unfiltered, non-disinfected containers.	
565 - Infant/Toddler Indoor Space In Contract In Contr	Compliance
 922 KAR 2:120. Section 5. Infant and Toddler Play Requirements. (1) Infant and toddler inside areas shall: (a) Be separate from an area used by an older child; (b) Not be an exit or entrance; and (c) Have adequate crawling space for an infant or toddler away from general traffic patterns of the center. 	
570 - Cots/Mats Location Restrictions In (Compliance
 922 KAR 2:120. Section 6. Sleeping and Napping Requirements. (7) If cots or mats are used, floors shall be free from: (a) Drafts; (b) Liquid substances; (c) Dirt; and (d) Dampness. 	
575 - Minimum Toilet/Urinal Requirements In C	Compliance
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements. (1) A child-care center shall have a minimum of one (1) toilet and one (1) lavatory for each twenty (20) children. Urinals may be substitute to one-half (1/2) of the number of toilets required for a male toilet room.	ed for up
580 - Toilet Room In C	Compliance
 922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements. (2) A toilet room shall: (a) 1. Be provided for each gender; or 2. A plan shall be implemented to use the same toilet room at separate times; (b) Have a supply of toilet paper; and (c) Be cleaned and sanitized daily. 	



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585 - Sink	In Compliane
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 Fahrenh	eit;
(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.	
590 - Toilet	In Compliand
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.	
Hygienic Practices	
595 - Child Personal Care/Handwashing	Discusse
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 wiping or blowing nose;	
6. After touching items soiled with body fluids or wastes; and	
7. After outdoor or indoor play time.	
600 - Staff Hygiene/Handwashing	Discusse
922 KAR 2:120. Section 3. General Requirements.	
(5) Staff shall:	
(a) Maintain personal cleanliness;	
(b) Conform to hygienic practices while on duty; and	
(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; and	
9. If possible, before administering first aid.	

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

(6) A staff person suspected of being infected with a communicable disease shall:

(a) Not perform duties that may allow for the transmission of the disease until the infectious condition can no longer be transmitted; and (b) Provide a statement from a health professional, if requested.

610 - Diapers/Clean Clothing Supply

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

(6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available.

615 - Training Chair

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

(7) If a toilet training chair is used, the chair shall be:

(a) Used over a surface that is impervious to moisture;

(b) Out of reach of other toilets or toilet training chairs;

(c) Emptied promptly; and

(d) Sanitized after each use.

620 - Soiled Diapers/Clothing



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Discussed

Discussed

Discussed

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922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(8) Diapers or clothing shall be:	
(a) Changed when soiled or wet;	
(b) Stored in a covered container temporarily; and	
(c) Washed or disposed of at least once a day.	
625 - Diaper Changing Area/Surface	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.	
630 - Wipes	Discussed
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(11) Unless allergic, individual disposable washcloths shall be used to thoroughly clean the affected area of the child.	
635 - Diapering Practice	Discussed
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(12) Staff shall disinfect the diapering surface after each child is diapered.	
(13) If staff wear disposable gloves, the gloves shall be changed and disposed after each child is diapered.	
640 - Children's Individual Items	Discussed
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements. (14) Combs, towels or washcloths, brushes, and toothbrushes used by a child shall be:	
(a) Individually stored in separate containers; and	
(b) Plainly labeled with the child's name.	
645 - Toothbrush/Toothpaste	Discussed
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(15) Toothbrushes shall be:	
(a) Individually identified;	
(b) Allowed to air dry; and	
(c) Protected from contamination.	
(16) Toothpaste used by multiple children shall be dispensed onto an intermediate surface, such as waxed paper, to avoid cross	
650 - Toy Sanitation Procedure	Discussed
922 KAR 2:120. Section 11. Toys and Furnishings. (4) Toys and other items that are considered mouth contact surfaces by a child not toilet trained shall be sanitized daily by:	
(a) Scrubbing in warm, soapy water using a brush to reach into crevices;	
(b) Rinsing in clean water;	
(c) Submerging in a sanitizing solution for at least two (2) minutes; and	
(d) Air dried.	
First Aid/Medication	
655 - First Aid Supplies	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 assure the supplies are current.	
(c) Be periodically inventoried to ensure the supplies are current;(d) If reusable, be:	
(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 tener	

- 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.



Inspection	Report
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Inspection Report	
660 - Medication Administration Discu	ussed
922 KAR 2:120. Section 7. First Aid and Medicine.	
(4) Prescription and nonprescription medication shall be administered to a child in care:	
(a) With a daily written request of the child's parent.	
(b) According to the directions or instructions on the medication's label.	
665 - Administration Record Discu	ussed
922 KAR 2:120. Section 7. First Aid and Medicine.	
(5) The child-care center shall keep a written record of the administration of medication, including:	
(a) Time of each dosage;	
(b) Date; (c) Amount;	
(d) Name of staff person giving the medication;	
(e) Name of the child; and	
(f) Name of the medication.	
670 - Medication Disc	ussed
922 KAR 2:120. Section 7. First Aid and Medicine.	
(6) Medication, including refrigerated medication, shall be:	
(a) Stored in a separate and locked place, out of the reach of a child;	
(b) Kept in the original bottle; and	
(c) Properly labeled.(7) Medication shall not be given to a child if the expiration date on the bottle has passed.	
Outdoor Play Area	
675 - Fence Requirement In Compl	iance
922 KAR 2:120. Section 4. Premises Requirements.	
(20) An outdoor play area shall be:	
(a) Except for an after-school child-care program, located on the premises of a public or state-accredited nonpublic school, fenced for the safe	ety
of the children;	
680 - 60 Square Feet In Compl	iance
922 KAR 2:120. Section 4. Premises Requirements.	
(20) An outdoor play area shall be:	
(b) A minimum of sixty (60) square feet per child, separate from and in addition to the thirty-five (35) square feet minimum pursuant to	
subsection (6) of this section;	
685 - Playground Clean In Compl	lance
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;	
690 - Playground Conditions In Compl	iance
922 KAR 2:120. Section 4. Premises Requirements.	
(20) An outdoor play area shall be:	
(d) Safe from foreseeable hazard;	
(e) Well drained; (f) Well maintained;	
(g) In good repair; and	
(h) Visible to staff at all times.	
695 - Protective Surface In Compl	iance
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.	
700 - Fences	iance

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922 KAR 2:120. Section 4. Premises Requirements.	
(23) Fences shall be:	
(a) Constructed of safe material; (b) Stable; and	
(c) In good condition.	
705 - Infant/Toddler Outdoor Space	In Compliance
922 KAR 2:120. Section 5. Infant and Toddler Play Requirements.	
(4) If a child-care center provides an outdoor play area for an infant or toddler, the outdoor area shall be:	
(a) Shaded; and (b) A separate area or scheduled at a different time than an older child.	
Equipment	
	In Compliance
922 KAR 2:120. Section 4. Premises Requirements.	
(24) Supports for climbing apparatus and large equipment shall be securely fastened to the ground.	
(25) Crawl spaces, such as tunnels, shall be short and wide enough to permit access by adults.	
(26) A sandbox shall be:	
(a) Constructed to allow for drainage; (b) Covered when not in use;	
(c) Kept clean; and	
(d) Checked for vermin prior to use.	
715 - Sufficient Appropriate Equipment	In Compliance
922 KAR 2:120. Section 4. Premises Requirements.	
(28) A child-care center shall have enough toys, play apparatus, and developmentally appropriate materials to provide each child with a activities during the day, as specified in Section 2 of this administrative regulation.	a variety of
	In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (29) Storage space shall be provided:	
(a) In the form of:	
1. Shelves; or	
2. Other storage device accessible to the children; and (b) In sufficient quantity for each child's personal belongings.	
	Not Applicable
922 KAR 2:120. Section 5. Infant and Toddler Play Requirements. (5) Playpens and play yards shall:	
(a) Meet federal standards as issued by the Consumer Product Safety Commission, including 16 C.F.R. 1221;	
(b) Be manufactured for commercial use; and	
(c) Not be used for sleeping or napping.	
	In Compliance
922 KAR 2:120. Section 6. Sleeping and Napping Requirements. (3) Rest time shall include adequate space specified by the child's age as follows:	
(a) For an infant:	
1. An individual non-tiered crib that meets Consumer Product Safety Commission standards established in 16 C.F.R. 1219-1220;	
2. A firm crib mattress in good repair with a clean tight-fitted sheet that shall be changed:	
a. Weekly; or b. Immediately if it is soiled or wet;	
735 - Individual Bed/Mat/Cot and Bedding	In Compliance
922 KAR 2:120. Section 6. Sleeping and Napping Requirements.	_
(3) Rest time shall include adequate space specified by the child's age as follows:	
(b) For a toddler or preschool-age child:	
1. An individual bed, a two (2) inch thick waterproof mat, or cot in good repair; and 2. Bedding that is in good repair and is changed:	
a. Weekly; or	
b. Immediately if it is soiled or wet.	
740 - Twelve Inch Spacing	In Compliance
922 KAR 2:120. Section 6. Sleeping and Napping Requirements.	
(6) Cots, equipment, and furnishings used for sleeping and napping shall be spaced twelve (12) inches apart to allow free and safe mov	vement by a
	In Compliance
922 KAR 2:120. Section 6. Sleeping and Napping Requirements. (8) Cots or mats not labeled for individual use by a child shall be sanitized after each use.	
	In Compliance
	In Compliance
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922 KAR 2:120. Section 6. Sleeping and Napping Requirements. (9) Individual bedding shall be stored in a sanitary manner.	
755 - Toys/Equipment/Furniture	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. 	
760 - Indoor/Outdoor Equipment	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 proisonous material, and flaking or chalking paint; and (d) Be designed to guard against entrapment or situations that may cause strangulation. 	aint,
765 - Toys	In Compliance
 922 KAR 2:120. Section 11. Toys and Furnishings. (3) Toys shall be: (a) Used according to the manufacturer's safety specifications; (b) Durable; and (c) Without sharp points or edges. 	
770 - Children/Staff Seating	In Compliance
922 KAR 2:120. Section 11. Toys and Furnishings. (5) Tables and chairs shall be of suitable size for children. (6) Chairs appropriate for staff shall be provided to use when feeding, holding, or playing with a child.	
775 - Maintain Records	Not Applicable
922 KAR 2:110. Section 3. Records. (1) A child-care center shall maintain: (I) A written record of transportation services provided in accordance with 922 KAR 2:120, Section 12.	
780 - Transportation Compliance	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (1) A center shall document compliance with KRS Chapter 186 and 603 KAR 5:072 pertaining to: (a) Vehicles; (b) Drivers; and (c) Insurance. 	
785 - Requirements for Transportation Services	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (2) A center providing or arranging transportation service shall: (a) Be licensed and approved by the cabinet or its designee prior to transporting a child; (b) Have a written plan that details the type of transportation, staff schedule, transportation schedule, and transportation route; and (c) Have written policies and procedures, including emergency procedures practiced monthly by staff who transports children. 	
790 - Transportation Notification/Type and Vehicle	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing (a) Type of transportation offered; (b) Type of vehicle used for transportation; 	of the:
795 - Transportation Notification/Plan for Ensuring Staff Duties	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing (c) Plan for ensuring staff perform duties relating to transportation properly; 	of the:
800 - Transportation Notification/Full Coverage Insurance	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing (d) Full insurance coverage for each vehicle; 	of the:
805 - Transportation Notification/Policy & Procedures Regarding Emergency Plan for Evacuation	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing (e) Agency policy and procedures relating to an emergency plan for evacuating the vehicle; 	of the:



Inspection Report	
810 - Transportation Notification/Third Party Contracts	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing (f) Contracts, agreements, or documents detailing arrangements with any third party for services;) of the:
815 - Transportation Notification/Safety Procedures - Transporting, Loading/Unloading and Supervision	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing (g) Safety procedures for: Transporting a child; Loading and unloading a child; and Providing adequate supervision of a child.) of the:
820 - Vehicle Equipment	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (4) A vehicle used to transport children shall be equipped with: (a) A fire extinguisher; (b) First aid supplies as described in Section 7 of this administrative regulation; (c) Emergency reflective triangles; and (d) A device to cut the restraint system, if necessary. 	
825 - Transit/School Bus	Not Applicable
922 KAR 2:120. Section 12. Transportation. (5) Transportation provided by licensed public transportation or a school bus shall comply with subsections (1) and (2) of this section	۱.
830 - Vehicle Inspection Documentation	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (6) A vehicle used to transport children shall meet the following requirements: (a) A twelve (12) or more passenger vehicle shall display a current certification of inspection from the Transportation Cabinet on the window. 	e designated
835 - Vehicle Requirements/Traffic Stop During Loading/Unloading	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (6) A vehicle used to transport children shall meet the following requirements: (b) A vehicle that requires traffic to stop while loading and unloading a child shall be equipped with a system of: Signal lamps; Identifying colors; and Cautionary words. 	
840 - Seatbelts for Each Occupant	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (6) A vehicle used to transport children shall meet the following requirements: (c) A vehicle shall be equipped with seat belts for each occupant to be individually secured. 	
845 - No Hazardous Materials	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (6) A vehicle used to transport children shall meet the following requirements: (d) A vehicle shall not transport children and hazardous materials at the same time. 	
850 - Car Seats	Not Applicable
922 KAR 2:120. Section 12. Transportation. (7) The appropriate car safety seat meeting federal and state motor vehicle safety standards in 49 C.F.R. 571.213 and KRS 189.125 s for each child.	hall be used
855 - Pre-trip Inspection	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (8) A daily inspection of the vehicle shall be performed and documented for the following: (a) Tires; (b) Lights, signals, mirrors, gauges, and wiper blades; (c) Safety restraints; (d) Fuel; and (e) Free of debris. 	
860 - Ratios	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (9)(a) The staff-to-child ratios set forth in Section 2(2) of this administrative regulation shall apply to vehicle transport, if not inconsist special requirements or exceptions in this section. (b) An individual who is driving with a child in the vehicle shall supervise no more than four (4) children under the age of five (5). 	stent with

Not Applicable

865 - Seating



922 KAR 2:120. Section 12. Transportation. Not Applicable	Inspection Report	
92 KAR 2:120. Section 12. Transportation. Intervent of the state of the set of antiteded. (1) A the site of the set of antiteded. Not Applicable 92 KAR 2:120. Section 12. Transportation. Not Applicable 80 - Unaccompanied Child Crossing Breet Not Applicable 92 KAR 2:120. Section 12. Transportation. Not Applicable 81 - Vehicle Headlamps Not Applicable 92 KAR 2:120. Section 12. Transportation. Not Applicable	 (10) Each child shall: (a) Have a seat; (b) Be individually belted or harnessed in the seat; and 	
[11] A child shall not be left unationded: (a) At the site of aftercare delivery or [12] A the site of aftercare delivery or (b) In a vehicle. 52 KAR 2:120. Section 12. Transportation. Not Applicable 522 KAR 2:120. Section 12. Transportation. (12) If the parent or designes is unavailable, a prearranged written plan shall be completed to designate where the child can be picked up. 50 - Unaccompanied Child Grossing Street Not Applicable 522 KAR 2:120. Section 12. Transportation. (13) A child shall not be picked up or delivered to a location that requires crossing the street or highway unless accompanied by an adult. 50 - KR 2:120. Section 12. Transportation. Not Applicable 922 KAR 2:120. Section 12. Transportation. Not Applicable 922 KAR 2:120. Section 12. Transportation. Not Applicable 93 - Refusing Not Applicable 94 - Refusing Not Applicable 95 - Briver Not In Seat Not Applicable 922 KAR 2:120. Section 12. Transportation. (16) If the driver's sat, the: (a) Engine shall be transed off Not Applicable 922 KAR 2:120. Section 12. Transportation. Not Applicable 924 KAR 2:120. Section 12. Transportation. (17) Transportation. (16) If the driver's sast, the: (a) Engine shall be transed off </th <th>870 - Child Unattended</th> <th>Not Applicable</th>	870 - Child Unattended	Not Applicable
922 KAR 2:120. Section 12. Transportation. Not Applicable 012 KAR 2:120. Section 12. Transportation. Not Applicable 922 KAR 2:120. Section 12. Transportation. Not Applicable 131 A child shall not be picked up or delivered to a location that requires crossing the street or highway unless accompanied by an adult. Not Applicable 922 KAR 2:120. Section 12. Transportation. Not Applicable 121 A child shall not be picked up or delivered to a location that requires crossing the street or highway unless accompanied by an adult. Not Applicable 922 KAR 2:120. Section 12. Transportation. Not Applicable 123 A child shall have the headiamps on. Not Applicable 922 KAR 2:120. Section 12. Transportation. Not Applicable 125 - orkor Not in Satt Not Applicable 922 KAR 2:120. Section 12. Transportation. Not Applicable 126 I whide reliver's and has the driver's satt, the: Not Applicable 127 KAR 2:120. Section 12. Transportation. Not Applicable 128 orker is and has to most off; Not Applicable 129 KAR 2:120. Section 12. Transportation. Not Applicable 128 KAR 2:120. Section 12. Transportation. Not Applicable 129 KAR 2:120. Section 12. Transportation. Not Applicable 129 KAR 2:120. Section	(11) A child shall not be left unattended:(a) At the site of aftercare delivery; or	
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 (11) While bottle feeding an infant, the: (a) Child shall be held; and (b) Bottle shall not be: Propped; Left in the mouth of a sleeping infant; or Heated in a microwave 	910 - Bottle Feeding	Discussed
	 (11) While bottle feeding an infant, the: (a) Child shall be held; and (b) Bottle shall not be: Propped; Left in the mouth of a sleeping infant; or 	
	915 - Kitchen Exemption	In Compliance
 922 KAR 2:120. Section 4. Premises Requirements. (18) A kitchen shall not be required if: (a) The only food served is an afternoon snack to school-age children; and (b) Adequate refrigeration is maintained. 	922 KAR 2:120. Section 4. Premises Requirements. (18) A kitchen shall not be required if: (a) The only food served is an afternoon snack to school-age children; and	
	920 - Kitchen Requirements	In Compliance
20 - Kitchen Requirements		



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 922 KAR 2:120. Section 8. Kitchen Requirements. (1) The kitchen shall: (a) Be clean; (b) Be equipped for proper food: Preservation; Storage; Preparation; and Service; (c) Be adequately ventilated to the outside air; and (d) Except in a Type II child-care center when a meal is not being prepared, not be used for the activity of a child. 	
25 - Food Service Permit	In Complianc
922 KAR 2:120. Section 8. Kitchen Requirements. (2) A child-care center required to have a food service permit shall be in compliance with 902 KAR 45:005 and this administrative reg	julation.
30 - Food Preparation Utensils	In Complianc
922 KAR 2:120. Section 8. Kitchen Requirements. (3) Convenient and suitable sanitized utensils shall be: (a) Provided; and (b) Used to minimize handling of food during preparation.	
35 - Refrigerator	In Complianc
 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. 	
45 - Food Contact Items	In Complianc
 922 KAR 2:120. Section 8. Kitchen Requirements. (6) Equipment, utensils, and surfaces contacting food shall be: (a) Smooth; (b) Free of breaks, open seams, cracks, and chips; (c) Accessible for cleaning; and (d) Nontoxic. 	
50 - Kitchen Equipment Clean and Sanitary	In Complianc
 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. 	
155 - Single Service Item	Discusse
 922 KAR 2:120. Section 8. Kitchen Requirements. (8) A single-service item shall be: (a) Stored; (b) Handled and dispensed in a sanitary manner; and (c) Used only once. 	
160 - Bottles	Discusse
 922 KAR 2:120. Section 8. Kitchen Requirements. (9) Bottles shall be: (a) Individually labeled; (b) Promptly refrigerated; (c) Covered when not in use; and 	
(d) Consumed within one (1) hour of being heated or removed from the refrigerator.	
65 - Food Clean/Free From Spoilage	In Compliand

Kentucky

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 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 than a commercial food-processing establishment; 	a place other
970 - Food From Approved Source	In Compliance
 922 KAR 2:120. Section 9. Food and Meal Requirements. (1) Food shall be: (e) Obtained from a source that is in compliance with the Department of Public Health's food safety standards and permits, establi Chapter 217; (f) Acceptable if from an established commercial food store; 	shed in KRS
975 - Developmentally Appropriate Quantity/Additional Portions	In Compliance
922 KAR 2:120. Section 9. Food and Meal Requirements. (1) Food shall be: (g) Served in a quantity that is developmentally appropriate for the child with additional portions provided upon request of the child	1;
980 - Food Protected From Contamination	In Compliance
 922 KAR 2:120. Section 9. Food and Meal Requirements. (1) Food shall be: (h) Protected against contamination from: 1. Dust; 2. Flies; 3. Rodents and other vermin; 4. Unclean utensils and work surfaces; 5. Unnecessary handling; 6. Coughs and sneezes; 7. Cuts in skin; 8. Communicable disease; 9. Flooding; 10. Drainage; and 11. Overhead leakage. 	
985 - Milk Requirements	Discussed
 922 KAR 2:120. Section 9. Food and Meal Requirements. (3) A serving of milk shall consist of: (a) Breast milk or iron-fortified formula for a child age birth to twelve (12) months; (b) Pasteurized whole milk for children ages twelve (12) months to twenty-four (24) months; or (c) Pasteurized low fat one (1) percent or fat-free skim milk for children ages twenty-four (24) months to school-age. 	
990 - Bottle Preparation by Parent	Discussed
922 KAR 2:120. Section 9. Food and Meal Requirements. (4) Formula or breast milk provided by the parent shall be prepared and labeled.	
995 - Bread Requirement	Discussed
922 KAR 2:120. Section 9. Food and Meal Requirements. (6) A serving of bread shall only consist of whole or enriched grain.	
1000 - Drinking Water Requirement	Discussed
922 KAR 2:120. Section 9. Food and Meal Requirements. (7) Drinking water shall be freely available to a child throughout the day.	
1005 - Food Storage	In Compliance
 922 KAR 2:120. Section 9. Food and Meal Requirements. (8) Food shall be stored on: (a) Clean racks; (b) Clean shelves; (c) Other clean surfaces; or (d) If maintained in a sanitary condition, in nonabsorbent labeled containers a minimum of (6) six inches off the floor. 	
1010 - Fruits and Vegetables	Discussed
922 KAR 2:120. Section 9. Food and Meal Requirements. (9) Fruits and vegetables shall be washed before cooking or serving.	
1015 - Potentially Hazardous Foods	Discussed

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922 XAR 2:120. Section 9. Food and Meal Requirements. Discusse 922 XAR 2:130. Section 9. Food and Meal Requirements. Discusse 922 XAR 2:130. Section 9. Food and Meal Requirements. Discusse 120 Xmaped foot that is still wholescens and has not been unwrapped may be reserved. Discusse 922 XAR 2:130. Section 9. Food and Meal Requirements. Discusse 120 Xmaped foot that is still wholescens and has not been unwrapped may be reserved. Discusse 922 XAR 2:130. Section 9. Food and Meal Requirements. Discusse 130 Amal shall be: Discusse 922 XAR 2:130. Section 9. Food and Meal Requirements. Discusse 131 Meals shall be: Discusse 922 XAR 2:130. Section 9. Food and Meal Requirements. Discusse 132 Amal X: 200. Section 9. Food and Meal Requirements. Discusse 133 Amal shall be: Discusse 104 Secret ex schild: . Sected while whet the same food terms unless the child's parent or health professional documents a distary restriction that mecessitaries an alternative food terms or the child. Discusse 124 AM 2:120, Section 9. Food and Meal Requirements. (14) Al childres center shall serve! (14) Al childres center shall serve! 125 Amal Amal Amal Amal Amal Amal Amal Amal	Inspection Report	
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[11] An individual portion of food served to a child or adult shall not be served again. Discusses D32: Wrapped Food Discusses B22 XAR 2:120, Section 9, Food and Meal Requirements. Discusses (12) Wrapped food that is still wholesome and has not been unwrapped may be reserved. Discusses 922 XAR 2:120, Section 9, Food and Meal Requirements. Discusses (13) Meal Sahat be: Discusses (13) Meal Sahat be: Discusses (14) Meal Sahat be: Discusses (13) Meal Sahat be: Discusses (14) Meal Sahat be: Discusses (13) Meal Sahat be: Discusses (14) Meal Sahat be: Discusses (15) Sufficient Reconstrating Unerstalls designed for use by a child. Discusses (14) An indificient com to manage food and tableware; and Discusses (15) A food with Individual acting utensils designed for use by a child. Discusses (15) A food for the same food thems unders the child's parent or health professional documents a dictary restriction that necessitates an alternative food them for the child. Discusses (16) A food fore Discusses Discusses (15) A child care conter shall serve! Discusses Discusses (16) A meal food fore	020 - Individual Portion	Discussed
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	 (18) A snack shall include two (2) of the following: (a) Milk; (b) Protein; (c) Bread; or (d)1. Fruit; 2. Vegetable; or 	
		In Compliance



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2 KAR 2:120. Section 9. Food and Meal Requirements.	
9) Lunch and dinner shall include:	
a) Milk;	
b) Protein;	
c) Bread; and d)1. Two (2) vegetables;	
2. Two (2) regetables; 2. Two (2) fruits; or	
B. One (1) fruit and one (1) vegetable.	
Children's Records	
- Immunization Dis	iscusse
2 KAR 2:110. Section 3. Records.	
) 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 ild's parent objects to the immunization of the child pursuant to KRS 214.036;	or the
- Enrollment Information Dis	iscusse
2 KAR 2:110. Section 3. Records.	
) A child-care center shall maintain:	
b) A written record for each child:	
 Completed and signed by the child's parent; 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) Developion from the nevert for third party professional equiper in the shild one sector	
(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;	
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;	
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; - Documentation for Off Premise Trip	iscusse
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Inspection	Report
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100 - Staff Schedule	In Compliance
922 KAR 2:110. Section 3. Records.	
(1) A child-care center shall maintain:	
(d) A written schedule of staff working hours;	
105 - Professional Development	Discussed
922 KAR 2:110. Section 3. Records.	
 (1) A child-care center shall maintain: (f) A written annual plan for child-care staff professional development; 	
115 - Earthquake/Tornado Drills	Discussed
922 KAR 2:110. Section 3. Records.	Discussed
 (1) A child-care center shall maintain: (h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated accordance with 922 KAR 2:120, Section 3; 	in
120 - Fire Drills	Discussed
922 KAR 2:110. Section 3. Records.	
 (1) A child-care center shall maintain: (i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance w KAR 2:120, Section 3; 	ith 922
125 - Report Documentation	Discussed
922 KAR 2:110. Section 3. Records.	
(1) A child-care center shall maintain:	
(k) A written record of reports to the cabinet required in Section 6 of this administrative regulation;	
130 - Confidentiality/Maintenance/Access	Discussed
922 KAR 2:110. Section 3. Records.	
(2) A child-care center shall:	
(a) Maintain the confidentiality of a child's record;(b) Maintain all records for five (5) years; and	
(a) Maintain the confidentiality of a child's record;	
(a) Maintain the confidentiality of a child's record; (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). 135 - Orientation Procedure	In Compliance
 (a) Maintain the confidentiality of a child's record; (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). 	-
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160 - Disaster Course of Action	In Complianc
922 KAR 2:110. Section 3. Records.	
(1) A child-care center shall maintain:	
(j) A written plan and diagram outlining the course of action in the event of a natural or manmade disaster, posted in a prominent pl	ace;
165 - Daily Activities	In Complianc
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;	
170 - Diapering/Handwashing	In Compliand
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.	
Animals	
175 - Animals in the Presence of Children	Discuss
922 KAR 2:120. Section 13. Animals.	
(1) An animal shall not be allowed in the presence of a child in care:	
(a) Unless:	
1. The animal is under the supervision and control of an adult;	
2. Written parental consent has been obtained; and	
3. The animal is certified as vaccinated against rabies; or	
(b) Except in accordance with subsection (3) of this section.	
80 - Parent Notification	Discuss
922 KAR 2:120. Section 13. Animals.	
(2) A parent shall be notified in writing if a child has been bitten or scratched by an animal.	
185 - Prohibited Animals	In Complian
922 KAR 2:120. Section 13. Animals.	
(3) An animal that is considered undomesticated, wild, or exotic shall not be allowed at a child-care center unless the animal is:	
(a) A part of a planned program activity lead by an animal specialist affiliated with a zoo or nature conservatory; and	

(b) In accordance with 301 KAR 2:081 and 301 KAR 2:082.

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