



**Andy Beshear**  
GOVERNOR

**CABINET FOR HEALTH AND FAMILY SERVICES**  
**OFFICE OF INSPECTOR GENERAL**

**Eric Friedlander**  
SECRETARY

**Melissa A. Moore, Director**  
**Division of Regulated Child Care**  
Western Branch  
901 B South Main Street  
Hopkinsville, KY 42240

**Adam Mather**  
INSPECTOR GENERAL

Phone: (270) 889-6052 Fax: (270) 889-6089  
<https://chfs.ky.gov/agencies/os/oig>

**Inspection Report**

<b>Provider Name:</b> God's Little Lambs	<b>Provider Information</b>	<b>CLR No:</b> L356368
<b>Provider Address:</b> 200 North Morgan Street, Morganfield, KY, 42437	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 75
<b>Owner(s):</b> Morganfield First Baptist Church, Inc.		<b>Director(s):</b> Raney, Leah Ann

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 218250
<b>Date Initiated:</b> 12/22/2016 10:05 AM	<b>Date Concluded:</b> 12/22/2016 2:00 PM	
	<b>No. of Children Present:</b> 14	

Inspection Report	
Supervision	Not In Compliance
<b>5 - Children Supervised</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 2. Child Care Services.</b>  <b>(3)(a) Each center shall maintain a child-care program that assures each child will be:</b>  <b>1. Provided with adequate supervision at all times by a qualified staff person who:</b>  <b>a. Ensures the child is within scope of vision and range of voice; or</b>  <b>b. For a school-age child, within scope of vision or range of voice;</b></p>	
<b>Findings:</b>	
<p>General: Based on observation, a caregiver was seated on floor outside the door to Classroom Area B. The caregiver got up and walked across the hall to Classroom Area C. The caregiver was supposed to be supervising four (4), two (2) to three (3) year old, children who were napping in Classroom Area B. The children were not within scope of vision for at least one (1) minute when the director and surveyor arrived at Classroom Area B.</p>	
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Director Requirements</b>	<b>Not In Compliance</b>
<b>260 - Staff Evaluation</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:110. Section 4. Director Requirements and Responsibilities.</b>  <b>(1) Effective with the adoption of this administrative regulation, a director shall:</b>  <b>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</b></p>	
<b>Findings:</b>	
<p>General: Based on a review of documentation, two (2) staff members, hired 9-14-15, and two (2) staff members, hired 12-23-13 and 3-20-15, did not have evaluations on file. Staff member hired 10-6-15 had an evaluation dated 1-6-15 from a previous time of employment.</p>	

**Inspection Report**

**Employee Records**

**Not In Compliance**

**320 - TB Verification**

**Not In Compliance**

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

**(1) Child-care center staff:**

**(b) Shall provide, prior to employment and every two (2) years thereafter:**

- 1. A statement from a health professional that the individual is free of active tuberculosis; or**
- 2. A copy of negative tuberculin results.**

**Findings:**

General: Based on a review of documentation, staff member hired 1-4-10 and staff member hired 3-30-10, had TB verification dated 3-11-14. Staff member hired 9-30-14 had TB verification dated 9-29-14. Staff member hired 12-30-15 had TB verification dated 8-24-14.

**340 - Training**

**Not In Compliance**

**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 one-half (1 ½) hours of pediatric abusive head trauma training completed once every five (5) years.**

**Findings:**

General: Based on a review of documentation, staff member hired 12-23-13 completed thirteen (13) of the required fifteen (15) hours of training for the subsequent year of employment. Staff member hired 9-30-14 completed four (4) of the required fifteen (15) hours of training for subsequent year of employment. Staff member hired 3-20-15 completed four and one half (4.5) of the required nine (9) hours of training for the first year of employment. Staff member hired 9-14-15 completed one and one half (1.5) of the required nine (9) hours of training for the first year of employment. Staff member hired 4-25-16 had not completed orientation training.

**Programming**

**In Compliance**

**Premises**

**Not In Compliance**

**460 - Inaccessible Items**

**Not In Compliance**

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

**(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.**

**Findings:**

General: Based on observation, a 8.4 fl oz bottle of Olay Silk Berry Body Lotion was not labeled to indicate to whom it belonged and was stored on the counter top in the Classroom Area C. Interview with the director determined the lotion was for staff use. A large pile of large plastic bags was at the end of the cots, accessible to the children in Classroom Area A.

**585 - 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, using a thermometer to measure the temperature of the water, the hot water measured one hundred and thirty-five (135) degrees Fahrenheit in the two (2) sinks in the women's restroom utilized by the children.

**Inspection Report**

**Hygienic Practices**

**Not In Compliance**

**625 - Diaper Changing Area/Surface**

**Not 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.**

**Findings:**

General: Based on observation, the diaper changing station was not padded in the women's restroom.

**First Aid/Medication**

**Not In Compliance**

**660 - Medication Administration**

**Not In Compliance**

**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.**

**Findings:**

General: Based on observation, there were several diaper rash creams stored in the secure medication lock box in the infant room. Interview with staff determined they had used the creams previously, but no medication authorization forms for the use of the diapers rash creams were available for review.

**665 - Administration Record**

**Not In Compliance**

**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.**

**Findings:**

General: Based on observation, there were seven (7) tubes of diaper rash cream stored in the medication lock box in the infants' room. Interview with staff determined the creams had been used and no medication administration record had been documented.

**670 - Medication**

**Not In Compliance**

**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.**

**Findings:**

General: Based on observation, there was a 3 oz tube of Aquaphor in child's cubby that was not labeled to indicate who it was for in the infants' room. There was albuterol 1.25 prescription medication left in an secured diaper bag in the infants' room. There was albuterol 1.25 prescription medication in the locked medication box but the albuterol was not labeled to indicate who it was for in the infants' room.

**Outdoor Play Area**

**In Compliance**

**Equipment**

**Not In Compliance**

**750 - Individual Bedding Storage**

**Not In Compliance**

**922 KAR 2:120. Section 6. Sleeping and Napping Requirements.**

**(9) Individual bedding shall be stored in a sanitary manner.**

**Findings:**

General: Based on observation, bedding was left on the cots, and the cots were stacked together with the bedding touching from one cot to next cot in the Classroom Area A, the four (4) year old classroom, and Classroom Area C. All pillows were stacked on top of one another with used bedding on them in Classroom Area C. Three (3) used blankets had been folded and stacked together in Classroom Area C.

**Transportation**

**Not Applicable**

**Inspection Report**

**Food Service**

**Not In Compliance**

**950 - Kitchen Equipment Clean and Sanitary**

**Not In Compliance**

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

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

**Findings:**

General: Based on observation, the large upright freezer, in the kitchen, had a yellow sticky substance and food crumbs on the bottom.

**Children's Records**

**Not In Compliance**

**1075 - Enrollment Information**

**Not In Compliance**

**922 KAR 2:110. Section 3. 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 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 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;**

**Findings:**

General: Based on review of documentation, two (2) children, enrolled 8-11-15, and eight (8) children, enrolled 6-23-16, 6-26-16, 6-8-15, 9-22-14, 9-26-13, 8-31-15, 11-2-15 and 12-3-16, did not have contact information for the preferred hospital on file.

**Written Documentation**

**Not In Compliance**

**1090 - Policies and Procedures**

**Not In Compliance**

**922 KAR 2:110. Section 2. General.**

- (5) Program policies and procedures shall:**
  - (a) Be in writing; and**
  - (b) Include:**
    - 1. Staff policies;**
    - 2. Job descriptions;**
    - 3. An organization chart;**
    - 4. Chain of command; and**
    - 5. Other procedures necessary to ensure implementation of:**
      - a. KRS 199.898, Rights for children in child-care programs and their parents, custodians, or guardians - posting and distribution requirements;**
      - b. 922 KAR 2:090, Child-care center licensure;**
      - c. 922 KAR 2:120, Child-care center health and safety standards; and**
      - d. This administrative regulation.**

**Findings:**

General: Based on observation, the center has two volunteers. Interview with the director determined the center did not have a written volunteer policy.

**1095 - Daily Attendance Records**

**Not In Compliance**

**922 KAR 2:110. Section 3. 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 a review of documentation, a child receiving CCAP had a documented arrival time for 12-22-16 but the parent had already signed verifying the attendance for the week of 12-19-16 through 12-23-16 on the DCC-94E. Also, there were thirteen (13) children with documented arrival times but fourteen (14) children present at the center.

**Inspection Report**

**1105 - Professional Development**

**Not In Compliance**

**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;**

**Findings:**

General: Based on a review of documentation, staff member hired 8-24-14 did not have a professional development plan in their file. Staff member hired 9-14-15 had a professional development plan which was not dated.

**Posted Documentation**

**In Compliance**

**Animals**

**In Compliance**

Signature of Provider/Representative

Title

Date