



CABINET FOR HEALTH AND FAMILY SERVICES  
OFFICE OF INSPECTOR GENERAL

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**Inspection Report**

<b>Provider Name:</b> Tots-N-Toddlers Day Care Center	<b>Provider Information</b>	<b>CLR No:</b> L352398
<b>Provider Address:</b> 445 Asbury Lane, Lexington, KY, 40511	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 40
<b>Owner(s):</b> Dunn, Marian Williams		<b>Director(s):</b> Dunn, Marian Williams

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 245708
<b>Date Initiated:</b> 08/20/2018 9:46 AM	<b>Date Concluded:</b> 08/20/2018 11:00 AM	
	<b>No. of Children Present:</b> 4	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance
Employee Records	Not In Compliance
410 - Training	Not In Compliance

**922 KAR 2:090. Section 11. Staff Requirements.**

- (16) In accordance with KRS 199.896(15) and (16), a staff person with supervisory authority over a child shall complete the following:
- (a) Six (6) hours of cabinet-approved orientation within the first three (3) months of employment;
  - (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training; and
  - (c) Fifteen (15) hours of cabinet-approved early care and education training during each subsequent year of employment, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.

**Findings:**

General: Based on Review of Documentation, and the Training Records Information System (TRIS), this regulatory requirement was not met. All five (5) staff files contained a pediatric abusive head trauma training class certificate that was dated 2/5/13; therefore, this training is no longer valid.

**Inspection Report**

**Programming**

**Not In Compliance**

**420 - Program of Activities Followed**

**Not In Compliance**

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

**(4) The child-care center shall provide a daily planned program:**

- (a) Posted in writing in a conspicuous location with each age group and followed;**
- (b) Of activities that are individualized and developmentally appropriate for each child served;**
- (c) That provides experience to promote the individual child's physical, emotional, social, and intellectual growth and well-being; and**
- (d) Unless the child-care center is a before- or after-school program that operates part day or less, that offers a variety of creative activities including:**

- 1. Art or music;**
- 2. Math or numbers;**
- 3. Dramatic play;**
- 4. Stories and books;**
- 5. Science or nature;**
- 6. Block building or stacking;**
- 7. Tactile or sensory activity;**
- 8. Multi-cultural exposure;**
- 9. Indoor or outdoor play in which a child makes use of both small and large muscles;**
- 10. A balance of active and quiet play, including group and individual activity;**
- 11. An opportunity for a child to:**
  - a. Have some free choice of activities;**
  - b. If desired, play apart from the group at times;**

**Findings:**

General: Based on Observation, and interview, this regulatory requirement was not met. The school age classroom did not contain a variety of creative activities for dramatic play. The room contained two (2) kitchen sets; however, there were no dishes, play food, or other accessories to play with the kitchen sets. The staff person in charge stated that they used to have a container with these items; however, she was not able to locate it during the visit.

**Premises**

**In Compliance**

**Hygienic Practices**

**In Compliance**

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**Not In Compliance**

**750 - Playground Conditions**

**Not In Compliance**

**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.**

**Findings:**

General: Based on Observation, this regulatory requirement was not met. During a tour of the playground the surveyor observed tall grass and weeds around the blue tunnel and inside of the tunnel.

**Equipment**

**In Compliance**

**Transportation**

**Not In Compliance**

**845 - Requirements for Transportation Services**

**Not In Compliance**

**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.**

**Findings:**

General: Based on Review of Documentation, and interview, this regulatory requirement was not met. The following was found: 1. The facility did not have a transportation route available for the surveyor to review for one (1) child that is picked up and dropped off at home each day. 2. The facility did not have transportation schedule available for the surveyor to review. The van driver stated during interview that he picks up and drops off two (2) children at their home and he transports one (1) child to and from school each day.

**Inspection Report**

**960 - Children's Transportation Records**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**  
**(17) Transportation services provided shall:**  
**(a) Be recorded in writing and include:**  
**1. The first and last name of the child transported; and**  
**2. The time each child gets on and the time each child gets off;**  
**(b) Be completed by a staff member other than the driver; and**  
**(c) Be kept for five (5) years.**

**Findings:**

General: Based on Review of Documentation, and interview, this regulatory requirement was not met. A review of the transportation log on the facility van during the visit found that when the van driver picks up a child at home, the time that the child gets on the vehicle is documented; however, the time that the child gets off the vehicle when they arrive at the facility is not documented. The driver and the staff person in charge stated that they would create a new transportation log sheet so the times can be recorded correctly.

<b>Food Service/Food Program</b>	<b>In Compliance</b>
<b>Food Service</b>	<b>In Compliance</b>
<b>Children's Records</b>	<b>In Compliance</b>
<b>Written Documentation</b>	<b>In Compliance</b>
<b>Posted Documentation</b>	<b>In Compliance</b>
<b>Animals</b>	<b>Not Applicable</b>

Signature of  
Provider/Representative

Title

Date