



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

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Inspection Report

Provider Name: West End Kids Academy, LLC	Provider Information	CLR No: L383500
Provider Address: 135 Memorial Dr., Paducah, KY, 42001	Provider Type: LICENSED TYPE I	Capacity: 71
Owner(s): West End Kids Academy, LLC		Director(s): Hayes, Patricia Ann

Inspection Type: Renewal Application	Inspection Information	Inspection No: 219042
Date Initiated: 04/27/2017 10:20 AM	Date Concluded: 04/27/2017 3:25 PM	
	No. of Children Present: 43	

Inspection Report		
Supervision		In Compliance
Staffing Requirements		In Compliance
General Administration		Not In Compliance
65 - Fire Marshal		Not 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;		
Findings: General: Based on Review of Documentation, the Fire Marshal's inspection report indicated the center failed to meet requirements on 1/20/17. The report stated for the center to make necessary repairs to the fire alarm system to ensure proper operation.		
Director Requirements		Not In Compliance
260 - Staff Evaluation		Not In Compliance
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;		
Findings: General: Based on Review of Documentation, two (2) caregivers hired on 2/1/16 and 1/27/16, did not have an evaluation on file.		
275 - Caregiver Alone		Not In Compliance
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (n) Assume that a person acting as a caregiver of a child in care shall not be left alone with a child, if the licensee has not received the results of the background checks as described in Section 3(1)(e)6 of this administrative regulation;		
Findings: General: Based on Observation, a caregiver hired on 12/27/16, was alone with nine (9) children in the PreK room. Interview with the director indicated the caregiver had been alone since 8:00 a.m. on 04/27/17 and for the past three (3) weeks in the PreK room. The caregiver had no Kentucky criminal records check and no Illinois criminal records check on file.		

Inspection Report	
Employee Records	Not In Compliance
300 - Background checks/left alone	Not In Compliance
<p>922 KAR 2:090. Section 6. License Issuance.</p> <p>(5) An individual described in subsection (4) of this section shall:</p> <p>(a) Submit to background checks described in paragraph (b) of this subsection;</p> <p>(b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:</p> <ol style="list-style-type: none"> 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 <p>(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.</p> <p>Findings:</p> <p>General: Based on Review of Documentation, a caregiver was rehired on 11/8/16, but there was no documentation of a current processed child abuse/neglect check and criminal records check on file. Interview with director determined the checks were not submitted.</p> <p>A caregiver hired on 12/27/16, had no Kentucky criminal records check and no Illinois criminal records check on file. This caregiver was alone with nine (9) children in the PreK room. Interview with the director indicated the caregiver had supervised children alone since 8:00 a.m. on 04/27/17 and for the past three (3) weeks in the PreK room.</p>	
320 - TB Verification	Not In Compliance
<p>922 KAR 2:110. Section 5. Staff Requirements.</p> <p>(1) Child-care center staff:</p> <p>(b) Shall provide, prior to employment and every two (2) years thereafter:</p> <ol style="list-style-type: none"> 1. A statement from a health professional that the individual is free of active tuberculosis; or 2. A copy of negative tuberculin results. <p>Findings:</p> <p>General: Based on Review of Documentation, a caregiver hired on 1/27/16, had TB documentation on file dated 4/1/15.</p>	
Programming	Not In Compliance
350 - Program of Activities Followed	Not In Compliance
<p>922 KAR 2:120. Section 2. Child Care Services.</p> <p>(4) The child-care center shall provide a daily planned program:</p> <p>(a) Posted in writing in a conspicuous location with each age group and followed;</p> <p>(b) Of activities that are individualized and developmentally appropriate for each child served;</p> <p>(c) That provides experience to promote the individual child's physical, emotional, social, and intellectual growth and well-being; and</p> <p>(d) That offers a variety of creative activities including the following:</p> <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> a. Have some free choice of activities; b. If desired, play apart from the group at times; <p>Findings:</p> <p>General: Based on Observation, a daily planned program of activities was not posted in toddler room #1.</p>	
Premises	Not In Compliance
460 - Inaccessible Items	Not In Compliance
<p>922 KAR 2:120. Section 3. General Requirements.</p> <p>(7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care:</p> <p>(a) Toxic cleaning supplies, poisons, and insecticides;</p> <p>(b) Knives and sharp objects;</p> <p>(c) Matches, cigarettes, lighters, and flammable liquids;</p> <p>(d) Plastic bags;</p> <p>(e) Litter and rubbish;</p> <p>(f) Bar soap; and</p> <p>(g) Personal belongings and medications of staff.</p> <p>Findings:</p> <p>General: Based on Observation, a staff's car keys and Snapple Drink Bottle was on a desk, accessible to children in toddler room #2.</p>	

Inspection Report

500 - Building Requirements

Not In Compliance

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

(5) The building shall be constructed to ensure the:

(a) Building is:

1. Dry;
2. Adequately heated;
3. Ventilated; and
4. Well lit, including clean light fixtures that are:
 - a. In good repair in all areas; and
 - b. Shielded or have shattered proof bulbs installed; and

(b) Following are protected:

1. Windows;
2. Doors;
3. Stoves;
4. Heaters;
5. Furnaces;
6. Pipes; and
7. Stairs.

Findings:

General: Based on Observation, a light/ventilation fixture was uncovered and had no shatterproof bulb in the restroom located between the two-year-olds' room and toddler room #2.

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, the hot water temperature was eighty-five (85) degrees Fahrenheit in the restroom located between the preschool room and preK room.

Hygienic Practices

In Compliance

First Aid/Medication

Not In Compliance

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, a bottle of Equate Children's Multi-Symptom Cold was not labeled in the medicine box located in the preschool room. Two (2) bottles of Coppertone Water Babies and one (1) bottle of Aveeno Baby Eczema Therapy Moisturizing Cream were on top of a four (4) drawer file cabinet located in the preschool room. Each bottle indicated it had active ingredients.

Outdoor Play Area

Not In Compliance

690 - 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, fabric weed block was above the rubber mulch in several areas of the younger children's outdoor play area. The longest area was approximately six (6) feet long. Also, approximately four (4) feet of fabric weed block fabric was above the pea gravel in the older children's outdoor play area.

Inspection Report**Equipment****Not In Compliance****710 - Play Equipment****Not 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.**

Findings:

General: Based on Observation, a Step Two double slide was not anchored to the ground in the older children's outdoor play area.

760 - Indoor/Outdoor Equipment**Not In Compliance****922 KAR 2:120. Section 11. Toys and Furnishings.**

- (2) Indoor and outdoor equipment shall:**
 - (a) Be clean, safe, and in good repair;**
 - (b) Meet the physical, developmental needs, and interests of children of different age groups;**
 - (c) Be free from sharp points or corners, splinters, protruding nails or bolts, loose or rusty parts, hazardous small parts, lead-based paint, poisonous material, and flaking or chalking paint; and**
 - (d) Be designed to guard against entrapment or situations that may cause strangulation.**

Findings:

General: Based on Observation, two (2) swings had rust on the chain links in the younger children's outdoor play area. There were dark spots on a brown alphabet area rug located in the preschool room. Three (3) Graco Highchairs and one (1) Fisher Price Highchair were missing safety restraint straps in toddler room #1. Also, one (1) blue highchair had no safety restraint straps in the infants' room.

Transportation**Not Applicable****Food Service****Not In Compliance****925 - Food Service Permit****Not In Compliance****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 regulation.**

Findings:

General: Based on Observation, lunch was catered by Paducah Middle School and the posted caterer's food service permit was dated 12/31/16. Also, documentation of the agreement between the center and the caterer did not indicate which meals would be catered. Interview with a staff member indicated breakfast and snacks were prepared by the center and lunch was prepared by the caterer.

935 - Refrigerator**Not In Compliance****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.**

Findings:

General: Based on Observation, there was no thermometer in a small refrigerator located in the toddler #2 room.

940 - Frozen Food**Not In Compliance****922 KAR 2:120. Section 8. Kitchen Requirements.**

- (5) Frozen food shall be:**
 - (a) Kept at a temperature of zero degrees Fahrenheit or below; and**
 - (b) Thawed:**
 - 1. At refrigerator temperatures;**
 - 2. Under cool, potable running water;**
 - 3. As part of the cooking process; or**
 - 4. By another method in accordance with the Department of Public Health's food safety standards and permits, established in KRS Chapter 217.**

Findings:

General: Based on Observation, there was no thermometer in the small refrigerator freezer located in toddler room #2.

Inspection Report	
Children's Records	Not In Compliance
1070 - Immunization	Not In Compliance
922 KAR 2:110. Section 3. Records. (1) A child-care center shall maintain: (a) A current immunization certificate for each child in care within thirty (30) days of the child's enrollment, unless an attending physician or the child's parent objects to the immunization of the child pursuant to KRS 214.036;	
Findings: General: Based on Review of Documentation, a child enrolled on 8/28/16, had no immunization certificate on file.	
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, a child enrolled on 12/15/15, did not have contact information for a physician.	
Written Documentation	Not In Compliance
1115 - Earthquake/Tornado Drills	Not In Compliance
922 KAR 2:110. Section 3. Records. (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 in accordance with 922 KAR 2:120, Section 3;	
Findings: General: Based on Interview, the director stated earthquake and tornado drills for the first quarter of 2017 were conducted, but there was no written record which detailed the date, time, and the children who participated in the drills.	
1145 - Earthquake/Tornado Drills	Not In Compliance
922 KAR 2:120. Section 3. General Requirements. (13) An earthquake drill and a tornado drill shall be conducted during hours of operation: (a) At least quarterly; and (b) Documented.	
Findings: General: Based on Interview, the director stated earthquake and tornado drills for the first quarter of 2017 were conducted, but there was no written documentation.	
Posted Documentation	Not In Compliance
1170 - Diapering/Handwashing	Not In Compliance
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.	
Findings: General: Based on Observation, there was no posted diaper changing procedure located in T2 room.	
Animals	Not Applicable

Signature of
Provider/Representative

Title

Date