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Inspection Report

Provider Name: Word of Life Christian Academy	Provider Information	CLR No: L383501
Provider Address: 2002 Greenup Street, Covington, KY, 41014	Provider Type: LICENSED TYPE I	Capacity: 31
Owner(s): WORD OF LIFE CHRISTIAN FELLOWSHIP OF NORTHERN KY., INC.		Director(s): Miller, Darin

Inspection Type: Renewal Application	Inspection Information	Inspection No: 219555
Date Initiated: 06/02/2017 10:05 AM	Date Concluded: 06/02/2017 12:35 PM	
	No. of Children Present: 21	

Inspection Report																															
Supervision	In Compliance																														
Staffing Requirements	Not In Compliance																														
40 - Ratios and Group Size	Not In Compliance																														
<p>922 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:</p> <table border="1"> <thead> <tr> <th>Age of Children</th> <th>Ratio</th> <th>Maximum Group Size*</th> </tr> </thead> <tbody> <tr> <td>Infant</td> <td>1 staff for 5 children</td> <td>10</td> </tr> <tr> <td>Toddler</td> <td>1 staff for 6 children</td> <td>12</td> </tr> <tr> <td>Preschool-age 2 to 3 years</td> <td>1 staff for 10 children</td> <td>20</td> </tr> <tr> <td>Preschool-age 3 to 4 years</td> <td>1 staff for 12 children</td> <td>24</td> </tr> <tr> <td>Preschool-age 4 to 5 years</td> <td>1 staff for 14 children</td> <td>28</td> </tr> <tr> <td>School-age 5 to 7 years</td> <td>1 staff for 15 children</td> <td>30</td> </tr> <tr> <td>School-age 7 and older</td> <td>1 staff for 25 children</td> <td>30</td> </tr> <tr> <td>(for before and after school)</td> <td>1 staff for 20 children</td> <td>30</td> </tr> <tr> <td>(full day of care)</td> <td>1 staff for 20 children</td> <td>30</td> </tr> </tbody> </table> <p>*Maximum Group Size shall be applicable only to Type I child-care centers.</p>		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	30	(for before and after school)	1 staff for 20 children	30	(full day of care)	1 staff for 20 children	30
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<p>Based on Observation, record review, and interview, the children were combined in the multi-purpose room upon the surveyor's arrival. The children ranged in age from nine (9) months old up to ten (10) years old. There were twenty-one (21) children in the group. There were five (5) staff present with the group of children. The facility was out of group size with an infant being present. The maximum group size with an infant present is ten (10) children.</p>																															
General Administration	In Compliance																														

Inspection Report**Director Requirements****Not In Compliance****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) 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 results of the background checks as described in Section 3(1)(e)6 of this administrative regulation;

Findings:

General: Based on Review of Documentation and observation, two (2) staff hired on 5/24/17 and 8/22/16 who have lived in Ohio within the last five (5) years did not have out-of-state background checks on file. One (1) of these staff members was observed working alone with a group of seven (7) children ranging in age from two to three (2-3) years. One (1) staff member hired on 5/22/17 did not have written evidence of completing a CAN check. This staff member was observed working alone with five (5) toddlers during the relicensure survey. A staff member hired on 12/20/16 did not have written evidence of completing a CAN check or a criminal records check. This staff member went to the park with a group of fifteen (15) preschool and school-age children and the other staff (hired on 5/24/17) that went with this staff to the park did not have the results of her criminal records check or CAN check on file either.

Employee Records**Not In Compliance****300 - Background checks/left alone****Not In Compliance****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 and observation, two (2) staff hired on 5/24/17 and 8/22/16 who have lived in Ohio within the last five (5) years did not have out-of-state background checks on file. One (1) of these staff members, hired on 8/22/16, was observed working alone with a group of seven (7) children ranging in age from two to three (2-3) years. One (1) staff member hired on 5/22/17 did not have written evidence of completing a CAN check. This staff member was observed working alone with five (5) toddlers during the relicensure survey. A staff member hired on 12/20/16 did not have written evidence of completing a CAN check or a criminal records check. This staff member went to the park with a group of fifteen (15) preschool and school-age children and the other staff (hired on 5/24/17) that went with this staff to the park did not have the results of her criminal records check or CAN check on file either.

315 - Educational Requirements**Not In Compliance****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;**

Findings:

General: Based on Review of Documentation, two (2) staff hired on 12/7/16 and 8/22/16 did not have written proof of education on file. Based on interview with the staff in charge, two (2) other staff both hired on 5/24/17 are currently enrolled in high school. These two (2) staff did not have written documentation regarding this on file.

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 Review of Documentation, four (4) staff were missing written evidence (on file) of being free of active TB. These four (4) staff were hired on 5/22/17, 5/24/17, 5/24/17, and 8/22/16. Another staff hired on 12/07/16 had a TB skin test conducted on 3/17/17. This TB skin test was not done prior to employment.

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 Review of Documentation, one (1) staff hired on 8/22/16 did not have written evidence of completing orientation training within her first three (3) months of employment. The ECE-TRIS record was reviewed as well as the staff file.

Inspection Report

Programming

Not In Compliance

350 - 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) 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;

Findings:

General: Based on Observation, the infant room and the four (4) year-old room did not have a lesson plan posted.

410 - Infant/Toddler Combined with Older Children

Not In Compliance

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 more than one (1) hour per day.

Findings:

General: Based on Observation, record review and interview, the children were combined in the multi-purpose room upon the surveyor's arrival. The children ranged in age from nine (9) months-old up to ten (10) years-old. There were twenty-one (21) children in the group. Some of the children were signed in at 8:00 AM. The staff in charge indicated that they move the children to their classrooms around 11:00 AM each day. The children were combined in one large group and did not go into their specific age group classrooms for three (3) hours.

Premises

Not In Compliance

480 - Premises Requirements

Not In Compliance

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

(1) The premises shall be:

- (a) Suitable for the purpose intended;
- (b) Kept clean and in good repair;

Findings:

General: Based on Observation, the ladies restroom (in the hall) contained a section of baseboard that was not attached to the wall and it was sitting inside one of the stalls. A section of baseboard was missing at the top of the stairs near the ladies restroom that appeared to be the same size as the section of baseboard in the ladies bathroom stall. The ladies restroom is used by the school-age children.

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 bathroom in the changing area, used by the preschool children, did not have paper towels that were accessible to the children to dry their hands. In addition, the bathroom did not have a waste receptacle to throw away the paper towels.

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

Inspection Report

Food Service

Not In Compliance

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, the mini-refrigerator in the changing area did not have a thermometer. The refrigerator next to the multi-purpose room, used to store milk, did not contain a thermometer.

985 - Milk Requirements

Not In Compliance

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.

Findings:

General: Based on Observation and interview, the facility had two (2) percent milk in the refrigerator. The staff in charge indicated the two (2) percent milk would be served to the older children that were two (2) years-old and up.

1050 - Menu

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

- (16) A weekly menu shall be:
 - (a) Prepared;
 - (b) Dated;
 - (c) Posted in advance in a conspicuous place;
 - (d) Kept on file for thirty (30) days; and
 - (e) Amended in writing with any substitutions on the day the meal is served.

Findings:

General: Based on Observation and interview, the facility did not have breakfast and snack menus posted. The staff in charge indicated that the facility provides breakfast and snack to the children.

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 Observation, two (2) children's files contained immunization certificates from out of state that did not have expiration dates listed on them. Another child did not have an immunization certificate on file. All three (3) children had been enrolled in excess of thirty (30) days.

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 Observation and interview, a nine (9) month-old infant did not have a file on site. It was unclear as to how long the infant had been enrolled.

Inspection Report

Written Documentation

Not In Compliance

1135 - Orientation Procedure

Not In Compliance

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

(3)(b) The program shall include:

2. Written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member.

Findings:

General: Based on Review of Documentation, the facility did not have a written orientation policy indicating that the staff will implement the procedures taught in orientation training.

1140 - Fire Drills

Not In Compliance

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

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

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

Findings:

General: Based on Review of Documentation and interview, the facility did not have written evidence of conducting a fire drill in April and May of 2017. The staff in charge indicated that they did not conduct fire drills in April and May.

Posted Documentation

Not In Compliance

1155 - Posting Requirements

Not In Compliance

922 KAR 2:110. Section 2. General.

(7) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:

- (a) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;**
- (b) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;**
- (c) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;**
- (d) A description of services provided by the child-care center, including:**
 - 1. Current rates for child care; and**
 - 2. Each service charged separately and in addition to the basic rate for child care;**
- (e) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and**
- (f) Daily schedule.**

Findings:

General: Based on Observation, the school-age room did not have a posted daily schedule. The initial statement of deficiency and plan of correction conducted on 2/9/16 was not posted in a conspicuous place for review as well as the post-preliminary inspection conducted on 6/13/16. The staff in charge located one (1) of the inspections in a file in the office.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date