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**Inspection Report**

<b>Provider Name:</b> The Salvation Army Covington Learning Center	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L383840
<b>Provider Address:</b> 1806 Scott Blvd., Covington, KY, 41014		<b>Capacity:</b> 100
<b>Owner(s):</b> The Salvation Army (new York)		<b>Director(s):</b> Moore, Wanessa

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 305080
<b>Date Initiated:</b> 06/28/2021 10:10 AM	<b>Date Concluded:</b> 06/28/2021 11:40 AM	
	<b>No. of Children Present:</b> 17	

Inspection Report	
Background Checks	Not In Compliance
<b>5 - Background check/left alone/dismissed/relocated</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:280. Section 3. Implementation and Enforcement.</b></p> <p>(1) A person who is a child care staff member prior to January 1, 2018, shall submit to and complete background checks in accordance with this administrative regulation no later than September 30, 2018.</p> <p>(2) A child care staff member hired on or after April 1, 2018, shall:</p> <p>(a) Have completed the background checks required in accordance with this administrative regulation and been found to have no disqualifying offense prior to becoming a child care staff member; or</p> <p>(b)1. Have submitted to the background checks required in accordance with this administrative regulation;</p> <p>2. Not be left unsupervised with a child in care pending the completion of the background checks in accordance with this administrative regulation; and</p> <p>3. Be dismissed or relocated from the residence if the person is found to have a disqualifying background check result.</p>	
<b>Findings:</b>	
General: Based on review of documentation, the following was found:	
1) A volunteer with a start date of 06/28/2021 did not have written proof on file that a background check had been submitted for her. The volunteer was not working alone at the time of the inspection.	
2) Staff member hired on 09/11/2020 did not have written proof on file that a background check had been submitted for the staff person. This staff person was not present the day of the inspection.	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>Not In Compliance</b>
<b>155 - Liability Insurance</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:090. Section 6. License Issuance.</b></p> <p>(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:</p> <p>(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;</p>	
<b>Findings:</b>	
General: Based on review of documentation, there was no current liability insurance paperwork on file. The insurance on file expired 01/01/2021.	

**Inspection Report**

**Director Requirements**

**Not In Compliance**

**345 - Staff Evaluation**

**Not In Compliance**

**922 KAR 2:090. Section 10. Director Requirements and Responsibilities.**

**(1) 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) staff members did not have a current staff evaluation on file.

**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 completed within the first three (3) months of employment in a child care program;**

**(b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment in a child care program, 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 completed between July 1 and the following June 30 of each subsequent year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.**

**(17) A staff person's compliance with training requirements of this section shall be verified through the cabinet-designated database maintained pursuant to 922 KAR 2:240.**

**Findings:**

General: Based on review of documentation, the following was found:

1) Staff member hired on 07/01/2019 did not have documentation on file showing that he had ever taken Orientation I and II or Pediatric Abusive Head Trauma. This was also verified through ECE-TRIS.

2) Staff member hired on 09/11/2020 did not have documentation on file showing that he had ever taken Orientation I and II. This was also verified through ECE-TRIS.

**Programming**

**In Compliance**

**Premises**

**In Compliance**

**Hygienic Practices**

**In Compliance**

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**In Compliance**

**Equipment**

**In Compliance**

**Transportation**

**In Compliance**

**Food Service/Food Program**

**In Compliance**

**Food Service**

**Not In Compliance**

**1130 - 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, there was not a menu posted in a conspicuous place at the time of the inspection.

**Children's Records**

**Not In Compliance**

**1135 - Immunization**

**Not In Compliance**

**922 KAR 2:090. Section 9. 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, out of ten (10) children's records reviewed, only two (2) children's records had current immunization records on file. Six (6) children had immunization records on file that had expired immunization dates listed and two (2) children's files had no immunization record at all on file.

1140 - Enrollment Information

Not In Compliance

922 KAR 2:090. Section 9. 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 a 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 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 interview, after the surveyor did a head count of the children in attendance, the staff person in charge stated that her own child was not part of the summer program but was just hanging out with the other children until his own virtual camp started. The staff person in charge stated that she did not have a current enrollment form on the child. The surveyor stated that the child would have to be counted in the total number because he was in attendance and was in licensed space.

Written Documentation

Not In Compliance

1160 - Daily Attendance Records

Not In Compliance

922 KAR 2:090. Section 9. 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 review of documentation, there were seventeen (17) children present the day of the inspection but only fifteen (15) children were signed in on the daily attendance record.

1170 - Professional Development

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

(f) A written annual plan for child-care staff professional development;

Findings:

General: Based on review of documentation, three (3) staff members did not have current professional development plans on file.

1175 - Earthquake/Tornado/Fire Drills

Not In Compliance

922 KAR 2:090. Section 9. 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;
- (i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;

Findings:

General: Based on review of documentation, the following was found:

- 1) The fire, tornado and earthquake drills were conducted on the same day and at the same time. The procedures to conduct these drills are all different and therefore cannot be conducted at the same time.
- 2) There were no children's names listed who participated in each of the drills.

Posted Documentation

In Compliance

Animals

In Compliance

Emergency Regulation

In Compliance

Signature of Provider/Representative

Title

Date