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**Inspection Report**

|  |                                       |  |
|--|---------------------------------------|--|
| <b>Provider Name:</b> Latham's Top Learn & Play                              | <b>Provider Information</b>           | <b>CLR No:</b> L384023                         |
| <b>Provider Address:</b> 7315 St. Andrews Church Road, Louisville, KY, 40214 | <b>Provider Type:</b> LICENSED TYPE I | <b>Capacity:</b> 40                            |
| <b>Owner(s):</b> Latham's Top Learn & Play, LLC                              |                                       | <b>Director(s):</b> Latham, Karmanita Rochelle |

|   |  |                              |
|---|--|------------------------------|
| <b>Inspection Type:</b> Renewal Application | <b>Inspection Information</b>              | <b>Inspection No:</b> 318845 |
| <b>Date Initiated:</b> 09/20/2021 8:45 AM   | <b>Date Concluded:</b> 09/20/2021 12:00 PM |                              |
|   | <b>No. of Children Present:</b> 7          |                              |

| Inspection Report             |                          |
|-------------------------------|--------------------------|
| <b>Background Checks</b>      | <b>In Compliance</b>     |
| <b>Supervision</b>            | <b>In Compliance</b>     |
| <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> |

**335 - Operation instruction/Regulation copy** **Not In Compliance**

**922 KAR 2:090. Section 8. General.**  
**(2) Child-care center staff shall be:**  
**(a) Instructed by the child-care center's director regarding requirements for operation; and**  
**(b) Provided with a copy of this administrative regulation, 922 KAR 2:120, and 922 KAR 2:280.**

**Findings:**  
General: Based on interview and review of documentation, the director failed to provide staff with a copy of the current administrative regulations, 922 KAR 2:120. The copy on file had a print date of 11/01/18.

**360 - 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 interview and review of documentation, staff members hired 10/30/19, 07/15/20 and 10/30/19, did not have an annual written performance evaluation on file.

**Employee Records** **Not In Compliance**

**405 - TB Verification** **Not In Compliance**

**922 KAR 2:090. Section 11. 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 interview and review of documentation, a staff member hired 10/30/19, had TB skin test documentation on file that was dated 02/23/19.

**Inspection Report**

**415 - CPR/First Aid Required Training**

**Not In Compliance**

**922 KAR 2:120. Section 7. First Aid and Medicine.**

**(8) Each center shall ensure that every staff member has received training on first aid and cardiopulmonary resuscitation (CPR).**

**Findings:**

General: Based on interview and review of documentation, three (3) staff members hired 5/15/20, 10/30/19, and 03/05/21, did not have first aid and (CPR) training.

**435 - 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 interview and review of documentation, two (2) staff members hired 07/15/20 and 10/30/19, failed to complete the fifteen (15) hours of cabinet approved training hours from July 1 to June 30 of their subsequent year of employment. In addition, a staff member hired 10/30/19 completed two and a half (2 1/2) hours of the required fifteen (15) hours of cabinet approved training during their subsequent year of employment. In addition, two (2) staff members hired 07/15/20 and 03/05/21, had no proof they completed six (6) hours of orientation training.

**Programming**

**In Compliance**

**Premises**

**In Compliance**

**Hygienic Practices**

**Not In Compliance**

**700 - Child Personal Care/Handwashing**

**Not In Compliance**

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

**(4) A child shall:**

- (a) Be helped with personal care and cleanliness based upon his or her developmental skills;**
- (b) Except as established in paragraph (c) of this subsection, wash his or her hands with liquid soap and warm running water:**
  - 1. a. Upon arrival at the center; or**
  - b. Within thirty (30) minutes of arrival for school-age children;**
  - 2. Before and after eating or handling food;**
  - 3. After toileting or diaper change;**
  - 4. After handling animals;**
  - 5. After touching an item or an area of the body soiled with body fluids or wastes; and**
  - 6. After outdoor or indoor play time; and**
- (c) Use hand sanitizer or hand-sanitizing wipes if liquid soap and warm running water are not available in accordance with paragraph (b) of this subsection. The child shall wash the child's hands as soon as practicable once liquid soap and warm running water are available.**

**Findings:**

General: Based on observation and interview, a staff member did not wash a child's hands with soap and warm running water after a diaper change in the infants' room.

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**Not In Compliance**

**800 - Protective Surface**

**Not In Compliance**

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

**(21) A protective surface shall:**

- (a) Be provided for outdoor play equipment used to:**
  - 1. Climb;**
  - 2. Swing; and**
  - 3. Slide; and**
- (b) Have a fall zone equal to the height of the equipment.**

**Findings:**

General: Based on interview and review of documentation, grass was underneath a Little Tikes slide on the outdoor playground. No protective surface was available.

**Equipment**

**In Compliance**

**Transportation**

**Not Applicable**

**Kitchen Requirements**

**In Compliance**

**Food Service**

**In Compliance**

**Meal Planning/Center Provides Meals**

**In Compliance**

**Meal Planning/Center Does Not Provide Meals**

**In Compliance**

**Children's Records**

**In Compliance**

**Inspection Report**

**Written Documentation**

**Not In Compliance**

**1265 - Policies and Procedures**

**Not In Compliance**

**922 KAR 2:090. Section 8. General.**

**(4) 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 2:120, Child-care center health and safety standards;**

**c. 922 KAR 2:280, Background checks for child care staff members, reporting requirements, and appeals; and**

**d. This administrative regulation.**

**Findings:**

General: Based on interview and review of documentation, the staff policy and procedure handbook was not available for review on 09/20/21.

**1270 - 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 interview and review of documentation, seven (7) children were present on 09/20/21, nine (9) children had a documented arrival time; however, two (2) children's departure time was not documented.

**1280 - 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 observation and interview, three (3) staff members hired 10/30/19, 07/15/20 and 10/30/19, did not have an annual written professional development plan on file for review.

**1285 - 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 interview and review of documentation, fire drills, earthquake and tornado drills for 2020 and 2021 were conducted but the names of the children who participated were not documented.

**Posted Documentation**

**In Compliance**

**Animals**

**Not Applicable**

Signature of Provider/Representative

Title

Date