Andy Beshear

GOVERNOR



CABINET FOR HEALTH AND FAMILY SERVICES OFFICE OF INSPECTOR GENERAL

Melissa A. Moore, Director

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Adam Mather INSPECTOR GENERAL

Inspection Report

	Provider Information	
Provider Name: Conner Child Development Center	Provider Type: LICENSED TYPE I	License No: L356895
Provider Address: 3300 Cougar Path, Hebron, KY, 41048		Capacity: 100
Owner(s): BOONE COUNTY BOARD OF EDUCATION		Director(s): Bell, Kim
	Inspection Information	
Inspection Type: Renewal Application		Inspection No: 52604
Visit Start Date: 11/13/2013 9:55 AM	Visit End Date: 11/13/2013 12:00 PM	
1	No. of Children Present: 33	
	Inspection Report	
	inspection Report	

Supervision

5 - Children Supervised

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

(3)(a) Each center shall maintain a child-care program that assures each child will be:

1. Provided with adequate supervision at all times by a qualified staff person who:

a. Ensures the child is within scope of vision and range of voice; or

b. For a school-age child, within scope of vision or range of voice;

15 - Activity Areas/Equipment/Materials

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

(2) Activity areas, equipment, and materials shall be arranged so that the child's activity can be given adequate supervision by staff.

20 - Supply Storage

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

(30) Supplies shall be stored so that the adult can reach them without leaving a child unattended.

25 - Supervision During Diapering

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(10) When a child is diapered, the child shall:

(a) Not be left unattended

Staffing Requirements

30 - Cooking/Cleaning Staffing

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

(1) Effective with the adoption of this administrative regulation, a director shall:

(k) Assure that additional staff are available during cooking and cleaning hours, if necessary, to maintain staff-to-child ratios pursuant to 922 KAR 2:120;

35 - Adequate Adults/Qualified Staff

In Compliance

In Compliance

In Compliance

In Compliance

In Compliance

In Compliance

Cabinet For Health and Family Services Web site: http://chfs.ky.gov/



KID013 v1.0

922 KAR 2:110. Section 5. Staff Requirements.

- (10) The minimum number of adult workers in a child-care center shall be sufficient to ensure that:
- (a) Minimum staff-to-child ratios in accordance with 922 KAR 2:120 are followed;

(b) Each staff person under eighteen (18) years of age and each student trainee are under the direct supervision of a qualified staff person who meets the requirements of this section; and

(c) Unless providing care with a qualified staff person, a person under the age of eighteen (18) shall not be counted as staff for the staff-to-child ratio.

0 - Ratios and Group Size	In Compliance
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:	
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	
(for before and after school) 30	
1 staff for 20 children	
(full day of care) 30	
*Maximum Group Size shall be applicable only to Type I child-care centers.	
5 - Ratio/Group Size	In Compliance
922 KAR 2:120. Section 2. Child Care Services.	
(2)(b) The age of the youngest child in the group shall determine the: 1. Staff-to-child ratio; and	
2. Maximum group size.	
5 - Related Children	In Complianc
922 KAR 2:120. Section 2. Child Care Services.	
(2)(d) If a child related to the director, employee, or person under the supervision of the licensee is receiving care in the center,	the child shall be
included in the staff-to-child ratio.	
General Administration	
0 - Zoning	In Complianc
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:	
(a) Provide written documentation from the local authority showing compliance with local zoning requirements;	
5 - Fire Marshal	In Complianc
	in compnant
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;	
0 - Water/Sewage	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:	
(c) Have an approved water and sewage system in accordance with local, county, and state laws;	
5 - Liability Insurance	In Complianc
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:	
(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;	
0 - Comply with regulations	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:	
(e) Comply with provisions of this administrative regulation, 922 KAR 2:110, and 922 KAR 2:120;	
25 - Cooperate with state agency	In Complianc



Inspection	Report
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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:
- (f) Cooperate with the cabinet, the cabinet's designee, or another agency with regulatory authority during:
- 1. An investigation of an alleged complaint, including an allegation of child abuse or neglect pursuant to KRS 620.030(4); and
- 2. Unannounced inspections; and

90 - Have Director

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:
- (g) Have a director who meets the requirements listed in 922 KAR 2:110.

95 - Allow Access

922 KAR 2:090. Section 6. License Issuance.

(12) A child-care center shall allow the cabinet or its designee, another agency with regulatory authority, and a parent of an enrolled child unannounced access to the child-care center during the hours of operation.

110 - Report to Licensee

922 KAR 2:090. Section 11. Basis for Denial, Suspension or Revocation.

(3) A director, employee, volunteer, any person with supervisory or disciplinary control over, or having unsupervised contact with, a child shall report to the licensee if:

- (a) Convicted of, or entered an Alford or guilty plea to:
- 1. a violent crime or sex crime in accordance with KRS 17.165; or
- 2. A crime specified in Section 6(5) of this administrative regulation;
- (b) The subject of a cabinet child abuse or neglect investigation;
- (c) Found by the cabinet or a court to have abused or neglected a child;
- (d) Convicted of, or entered an Alford or guilty plea to, a drug-related felony, and five (5) years have not elapsed since the person was fully

discharged from imprisonment, probation, or parole;

(e) Placed on the Sex Offender Registry; or

(f) Determined by a physician to have a health condition that renders the person unable to care for children.

115 - Reports to Cabinet

922 KAR 2:110. Section 6. Reports.

(1) The following shall be reported to the cabinet or designee and other agencies specified in this section within twenty-four (24) hours from the time of discovery:

(a) Communicable disease, which shall also be reported to the local health department pursuant to KRS 214.010;

- (b) An accident or injury to a child that requires medical care;
- (c) An incident that results in legal action by or against the child-care center that:
- 1. Affects a child or staff person; or
- 2. Includes the center's discontinuation or disqualification from a governmental assistance program due to fraud or abuse;

(d) An incident involving fire or other emergency, including a vehicular accident when the center is transporting a child receiving child care services; or

(e) A report of child abuse or neglect that:

1. Has been accepted by the cabinet in accordance with 922 KAR 1:330; and

2. Names a director, employee, volunteer, or person with supervisory or disciplinary control over, or having unsupervised contact with a child in

care as the alleged perpetrator.

120 - Licensee Responsibility

922 KAR 2:110. Section 2. General.

(1) A licensee shall be responsible for the operation of the child-care center pursuant to this administrative regulation, 922 KAR 2:090, and 922 KAR 2:120.

125 - Confidential Information

922 KAR 2:110. Section 2. General.

(3) Information concerning a child or the child's parent shall be kept in strict confidence by child-care center staff, except as otherwise required by law.

130 - Volunteer/Board Member Compliance

922 KAR 2:110. Section 2. General.

(4) A volunteer or board member shall comply with the policies and procedures of the child-care center.

135 - Resident Interference

922 KAR 2:110. Section 2. General.

(6) An activity of a person living in a child-care center that is a dwelling unit shall not interfere with the child-care center program.

140 - Staff Conviction/Substantiation

Kentuck

In Compliance

922 KAR 2:110. Section 5. Staff Requirements. (2) A child-care center shall not employ a person:

(a) Convicted of, or who entered an Alford or guilty plea to, a crime pursuant to 922 KAR 2:090, Section 6(6);

(b) Found by the cabinet to have abused or neglected a child, pursuant to 922 KAR 1:470;

(c) Placed on the Sex Offender Registry; or

(d) Determined by a physician to have a health condition that renders the person unable to care for children.

145 - Controlled Substance/Alcohol

922 KAR 2:110. Section 5. Staff Requirements.

(11) Except for medication as prescribed by a physician, a controlled substance or alcohol use shall not be permitted on the premises during hours of operation.

150 - Adult Resident Requirements

922 KAR 2:110. Section 5. Staff Requirements.

(13)(a) For each adult residing at a Type II child-care center, the results of the following shall be maintained on file at the center a:

1. Criminal records check indicating that the adult has not been convicted of, entered an Alford or guilty plea to, a:

a. Crime pursuant to KRS 17.165; or

b. Drug-related felony, and five (5) years have not lapsed since the person was fully discharged from imprisonment, probation, or parole;

2. Child abuse and neglect check using the central registry in accordance with 922 KAR 1:470, indicating that the adult has not been found by the cabinet to have abused or neglected a child;

3. Criminal records check for any previous state of residence completed once if:

a. The adult resided outside the state of Kentucky in the last five (5) years; and

b. No criminal records check has been completed for the adult's previous state of residence. The check shall indicate that the adult has not been convicted of, or has not entered an Alford plea or a plea of guilty to, an offense under a criminal statute of the United States or of another state similar to an offense specified in subparagraph 1 of this paragraph; and

4. Copy of negative tuberculin results or a health professional's statement documenting that the adult is free of tuberculosis. Every two (2) years, the adult shall provide negative tuberculin results or health professional's statement documenting that the adult is free of tuberculosis. (b) An address check of the Sex Offender Registry conducted on behalf of the applicant for a Type II child-care center and supporting documentation shall indicate that no individual residing in the household is a registered sex offender.

155 - Staff Awake on Duty

922 KAR 2:110. Section 5. Staff Requirements.

(12) Each staff person shall remain awake while on duty except as specified in 922 KAR 2:120, Section 2(11)(f).

160 - Report to Cabinet

922 KAR 2:090. Section 11. Basis for Denial, Suspension or Revocation.

(4) Each licensee shall report to the cabinet or its designee if the:

(a) Licensee or an individual described in Section 6(4) of this administrative regulation meets a criterion of subsection (3) of this section; or (b) Licensee meets a criterion of subsection (7)(j) of this section.

190 - Abuse/Neglect Report Procedure

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

(3)(b) The program shall include:

1. A procedure to inform child care staff of the laws of the Commonwealth pertaining to child abuse or neglect set forth in KRS 620.030;

195 - Requirements for Nontraditional Care

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

(11) If nontraditional hours of care are provided:

(a) Including time spent in school, a child shall not be permitted to spend more than sixteen (16) hours in the child-care center during one (1) twenty-four (24) hour period;

(b) At least one (1) staff member shall be assigned responsibility for each sleeping room;

(c) A child present for an extended period of time during waking hours shall receive a program of well-balanced and constructive activity that are developmentally appropriate for the child;

(d) A child sleeping three (3) hours or more shall sleep in:

1. Paiamas: or

2. A nightgown:

(e) If a child attends school from the child-care center, the child shall be offered breakfast;

200 - Staff Remain Awake

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

(11) If nontraditional hours of care are provided:

(f) Staff shall:

1. If employed by a Type I child-care center, remain awake while on duty; or

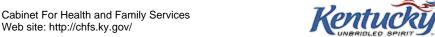
2. If employed by or is the operator of a Type II child-care center, remain awake until every child in care is asleep.

205 - Fire Marshal/Zoning Compliance

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

(2) A child-care center shall be in compliance with the State Fire Marshal requirements established in KRS 227.220 and the local zoning laws.

210 - Construction/Renovation Notification



An Equal Opportunity Employer M/F/D Page 4 of 26

In Compliance

In Compliance

In Compliance

Not Applicable

In Compliance

In Compliance

In Compliance

In Compliance

Not Applicable

Inspection Report	
922 KAR 2:120. Section 4. Premises Requirements. (19) The Department of Housing, Buildings and Construction, State Fire Marshal's Office, and cabinet shall be contacted concerning a p new building, addition, or major renovation prior to construction.	lanned
215 - Defined Groups	n Compliance
 922 KAR 2:120. Section 2. Child Care Services. (2)(a) In a Type I child-care center, a group size shall: 1. Be separately maintained in a defined area unique to the group; and 2. Have specific staff assigned to, and responsible for, the group. 	
220 - Person Under Investigation by DCBS	lot Applicable
 922 KAR 2:110. Section 2. General. (8) If a director, employee, volunteer, or any person with supervisory or disciplinary control over, or having unsupervised contact with a care is named as the alleged perpetrator in a child abuse or neglect report accepted by the cabinet in accordance with 922 KAR 1:330, individual shall be removed from direct contact with a child in care: (a) For the duration of the family-in-need-of-services assessment or investigation; and (b) Pending completion of the administrative appeal process for a cabinet substantiation of child abuse or neglect in accordance with 1:320 or 922 KAR 1:480. 	the
225 - Sick Child Exclusion	n Compliance
922 KAR 2:120. Section 7. First Aid and Medicine. (2) A child showing signs of an illness or condition that may be communicable shall not be admitted to the regular child-care program.	
230 - Sick Child Protocol	n Compliance
 922 KAR 2:120. Section 7. First Aid and Medicine. (3) If a child becomes ill while at the child-care center: (a) The child shall be placed in a supervised area isolated from the rest of the children; (b) The parent shall be contacted immediately; and (c) Arrangements shall be made to remove the child from the child-care center as soon as practicable. 	
Director Requirements	
235 - Operation instruction/Regulation copy I 922 KAR 2:110. Section 2. 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 2:090, and 922 KAR 2:120.	n Compliance
	n Compliance
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (d) Ensure: 1. Compliance with 922 KAR 2:090, 922 KAR 2:120, and this administrative regulation; and 2. The designation of one (1) adult staff person in charge to carry out the director's duties if the director is not present in the child-ca during operating hours;	
250 - Staff Management/Policy Development/Supervision	n Compliance
 922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (e) Manage the staff in their individual job descriptions; (f) Develop child-care center plans, policies, and procedures; (g) Supervise staff conduct to ensure implementation of program policies and procedures; 	
255 - Staff Meeting	n Compliance
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (i) Conduct, manage, and document in writing staff meetings;	-
260 - Staff Evaluation	n 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. 	aluation;
265 - Health, Safety, Comfort	n Compliance
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (I) Provide for the health, safety, and comfort of each child;	
270 - Parent Notification	n Compliance



922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

(1) Effective with the adoption of this administrative regulation, a director shall:

(m) Notify the parent immediately of an accident or incident requiring medical treatment of a child;

275 - Caregiver Alone

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;

280 - Altered/Falsified Records

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

(1) Effective with the adoption of this administrative regulation, a director shall:

(o) Assure each mandatory record specified in Section 3 of this administrative regulation has not been altered or falsified;

285 - Parental/Family Involvement Activity

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

(1) Effective with the adoption of this administrative regulation, a director shall:

(p) Coordinate at least one (1) annual activity involving parental or family participation.

Employee Records

300 - Background checks/left alone

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 interview, the following was found: 1. One (1) staff person did not have evidence or results of a criminal records check (CRC) 2. Upon arrival the surveyor observed the staff person in charge and two (2) additional adult females caring for a group of eleven (11) preschool children in the red room (gross motor and eating area). One (1) of the adult females identified herself as an eighteen (18) year old high school student that volunteers at the facility every Wednesday thru a Community Based Work Transition Program and the other adult female identified herself as the Job Coach for the Community Based Work Transition Program and indicated that she was present with the high school student each week. The female adults stated that the program started approximatley three (3) weeks ago. The female adult that identified herself as the job coach stated that a CRC and a CAN check had not been submitted on herself or the high school student.

305 - Background checks/discharged

922 KAR 2:090. Section 6. License Issuance.

(6) Upon completion of background checks described in subsection (4)(b) of this section, a licensee shall discharge immediately:

(a) An individual whose name is listed on the central registry established by 922 KAR 1:470;

(b) An individual who has been convicted of, or has entered an Alford plea or a plea of guilty to, a crime in accordance with KRS 17.165;

(c) An individual who is confirmed by an address check of the Sex Offender Registry and supporting documentation as a registered sex offender;

(d) An individual who has been convicted of, or entered an Alford plea or plea of guilty to, a drug-related felony, and five (5) years has not

elapsed since the person was fully discharged from imprisonment, probation, or parole;

(e) A director who has been convicted of, or entered an Alford plea or a plea of guilty to, a felony offense involving fraud, embezzlement, theft, or forgery; and

(f) An individual who has been convicted of, or has entered an Alford plea or a plea of guilty to, an offense under a criminal statute of the United States or of another state similar to an offense specified in this subsection.

(7) An individual who has been convicted of, or entered an Alford plea or a plea of guilty to, a nonviolent felony or misdemeanor not specified in this section shall be handled on a case-by-case basis by the licensee with consideration given to the:

(a) Nature of the offense;

(b) Length of time that has elapsed since the event: and

(c) Individual's life experiences after conviction, Alford plea, or guilty plea.

310 - Personnel File

In Compliance

In Compliance

Kentuck

In Compliance

In Compliance

Not In Compliance

922 KAR 2:110. Section 3. Records.	
(1) A child-care center shall maintain:	
(e) A current personnel file for each child-care center staff person to include:	
1. Name, address, date of birth, and date of employment;	
2. Proof of educational qualifications; 3. Record of annual performance evaluation;	
4. Written record of training participation to include:	
a. The training source;	
b. Location;	
c. Date; and	
d. Number of clock hours completed;	
5. Every two (2) years, a:	
a. Statement from a health professional that the individual is free of active tuberculosis; or	
b. Copy of negative tuberculin results; and	
6. For a director, employee, volunteer, or any person with supervisory or disciplinary control over, or having unsupervised contact with,	a child
in care, the results of a:	
a. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470; b. Criminal records check required by KRS 199.896(19);	
c. Criminal records check from any previous state of residence completed once if:	
(i) The individual resided outside the state of Kentucky in the last five (5) years; and	
(ii) No criminal records check has been completed for the individual's previous state of residence; and	
d. An address check of the Sex Offender Registry;	
315 - Educational Requirements Not In C	ompliance
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, one (1) staff person (hire date: 10/24/13) did not have educational documentation on file.	
	ompliance
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, one (1) employee file (hire date: 10/24/13) did not have any T.B. documentation on file.	
325 - CPR/First Aid Coverage Not In C	ompliance
922 KAR 2:110. Section 5. Staff Requirements.	
(3) For a child-care center licensed for infant, toddler, or preschool-age children, at least one (1) person on duty and present with the child	ren
shall be currently certified by a cabinet-approved training agency in the following skills:	
(a) Infant and child cardiopulmonary resuscitation; and	
(b) Infant and child first aid.	
(4) For a child-care center licensed for school-age children, at least one (1) person on duty and present with the children shall be currently	
certified by a cabinet-approved training agency in the following skills: (a) Adult cardiopulmonary resuscitation; and	
(b) First aid.	
Findings:	of the ODD
General: Based on Review of Documentation, all five (5) staff present at the facility on the day of the survey are currently certified in first aid and CPR; however, a review certification cards in their files found that none of the staff had "adult CPR" included in their training. Several Kindergarten children were present during the visit; therefore	
regulatory requirement.	., nao u
330 - Adequate Substitute(s) In C	ompliance
922 KAR 2:110. Section 5. Staff Requirements.	

- (6) Child-care centers shall have available in case of need:
- (a) One (1) qualified substitute staff person for a Type II child-care center; or(b) Two (2) qualified substitute staff persons for a Type I child-care center.

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Inspection	Report
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335 - Qualified Substitute

922 KAR 2:110. Section 5. Staff Requirements.

(7) Each qualified substitute staff person shall:

(a) Meet the staff requirements of this administrative regulation; and

(b) Provide the required documentation to verify compliance with this administrative regulation.

Findings:

340 - Training

General: Based on Review of Documentation, the facility did not meet this regulatory requirement. The staff person in charge identified two (2) substitute staff; however, neither person met the staff requirements. One (1) staff person did not complete the annual training requirement and the other staff person did not have a processed criminal records check (CRC), TB test documentation and educational documentation on file.

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 onehalf (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 file (hire date: 1/20/06) did not contain the required fifteen (15) hours of training.

345 - Driver Requirements

Not Applicable

In Compliance

In Compliance

- 922 KAR 2:120. Section 12. Transportation. (18) A driver of a vehicle transporting a child for a center shall:
 - (a) Be at least twenty-one (21) years old;
 - (b) Complete:
 - 1. The background checks as described in 922 KAR 2:110; and
 - 2. An annual check of the:
 - a. Kentucky driver history records in accordance with KRS 186.018; or
 - b. Driver history records through the state transportation agency that issued the driver's license;
 - (c) Hold a current driver's license which has not been suspended or revoked during the last five (5) years; and
- (d) Not caused an accident which resulted in the death of a person.
 - Programming

350 - Program of Activities Followed

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;

36

- 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;

355 - Practice Appropriate Self-Help Procedures

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922 KAR 2:120. Section 2. Child Care Services.	
(4) The child-care center shall provide a daily planned program:	
(d) That offers a variety of creative activities including the following:	
11. An opportunity for a child to:	
c. Practice developmentally appropriate self-help procedures in respect to:	
(i) Clothing;	
(ii) Toileting;	
(iii) Hand-washing; and	
(iv) Eating;	
60 - Electronic Viewing/Listening Devices	In Complianc



An Equal Opportunity Employer M/F/D Page 8 of 26

Inspection Report	
 922 KAR 2:120. Section 2. Child Care Services. (4) The child-care center shall provide a daily planned program: (d) That offers a variety of creative activities including the follwoing: 12. Use of electronic viewing and listening devices if the: a. Material is appropriate to the child using the equipment; b. Material does not include any violence, adult content viewing, or inappropriate language; c. Viewing or individual listening is limited to two (2) hours per day; d. Viewing or listening is discussed with parents prior to viewing or listening; and e. Viewing or listening is designed as an educational tool. (5) A child who does not wish to use the electronic devices during the planned program shall be offered other appropriate activities. 	In Compliance
922 KAR 2:120. Section 2. Child Care Services.	
(6) Regularity of routines shall be implemented to afford the child familiarity with the daily schedule of activity.	
370 - Sufficient Activity Time	In Compliance
922 KAR 2:120. Section 2. Child Care Services. (7) Sufficient time shall be allowed for an activity so that a child may progress at their own developmental rate.	
375 - Waiting Period	In Compliance
 922 KAR 2:120. Section 2. Child Care Services. (8) A child shall not be required to stand or sit for a prolonged period of time: (a) During an activity; (b) While waiting for an activity to start; or (c) As punishment. 	
380 - School Age Care	In Compliance
 922 KAR 2:120. Section 2. Child Care Services. (9) If school-age care is provided: (a) A separate area or room shall be provided in a Type I child-care center; and (b) Each child shall be provided a snack after school. 	
385 - Discipline	In Compliance
922 KAR 2:120. Section 2. Child Care Services. (10) A child shall not be subjected to: (a) Corporal physical discipline pursuant to KRS 199.896(18); (b) Loud, profane, threatening, frightening, or abusive language; or (c) Discipline that is associated with: 1. Rest; 2. Toileting; or 3. Food.	
390 - Diagnosed Special Need	In Compliance
922 KAR 2:120. Section 2. Child Care Services. (12) Care for a child with a special need shall be consistent with the nature of the need as documented by the child's health professi	onal.
395 - Electronic Viewing/Listening Planned Program	In Compliance
922 KAR 2:120. Section 3. General Requirements. (1) Electronic viewing and listening devices shall only be used in the center as a part of the child's planned program of activity descr 2(4) of this administrative regulation.	ibed Section
400 - Computer Monitoring Device	In Compliance
922 KAR 2:120. Section 3. General Requirements. (3) Computer equipment shall be equipped with a monitoring device which limits access by a child to items inappropriate for a child t hear.	to view or
405 - Weather Conditions	In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (17) Outdoor activity shall be restricted based upon: (a) Temperature; (b) Weather conditions; or (d) Weather alerts, advisories, and warpings issued by the National Weather Service	

(d) Weather alerts, advisories, and warnings issued by the National Weather Service.

Kentucky

410 - Infant/Toddler Combined with Older Children

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 Interview, the facility failed to ensure that toddlers not participate in an activity with an older child longer than one (1) hour a day. Staff stated during interview that all age groups (one (1) year - five (5) years old) combine in the two (2) year old classroom during nap time. The staff person in charge identified nap time as being from 12:00PM - 2:00PM.

415 - Toddler Combined with Preschool

922 KAR 2:120. Section 5. Infant and Toddler Play Requirements.

- (3) A toddler may participate in an activity with an older child for more than one (1) hour per day if:
- (a) The toddler is in transition to the pre-school age group;
- (b) The toddler is twenty-one (21) months or older;
- (c) Space for the toddler is available in the preschool-age group;
- (d) The staff-to-child ratios and group sizes are maintained based the age of the youngest child;
- (e) The center has a procedure for listing a transitioning toddler on attendance records, including a specific day and time the toddler is with either age group; and
- (f) The child care center has obtained the signature and approval of the toddler's parent on the toddler's transition plan.

420 - Infant Sleep Position

922 KAR 2:120. Section 6. Sleeping and Napping Requirements.

(1) An infant shall sleep or nap on the infant's back unless the infant's health professional signs a waiver that states the infant requires an alternate sleeping position.

425 - Rest Time Requirement

922 KAR 2:120. Section 6. Sleeping and Napping Requirements.

(2) Rest time shall be provided for each child who is not school-age and who is in care for more than four (4) hours.

435 - Bedding/Toys in Crib

- 922 KAR 2:120. Section 6. Sleeping and Napping Requirements.
- (3) Rest time shall include adequate space specified by the child's age as follows:
- (a) For an infant:
- 3. No loose bedding; and
- 4. No toys or other items except the infant's pacifier;

440 - Two Hour Limit - Rest Time

922 KAR 2:120. Section 6. Sleeping and Napping Requirements.

(4) Rest time shall not exceed two (2) hours for a preschool-age child unless the child is attending the child-care center during nontraditional hours.

445 - Rest Period - Alternate Activity

922 KAR 2:120. Section 6. Sleeping and Napping Requirements.

(5) A child who does not sleep shall be permitted to play quietly and shall be visually supervised.

450 - Appropriate Use of Food

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

- (2) Food shall not be:
- (a) Used for reward;
- (b) Used for discipline;
- (c) Withheld until all other foods are consumed; or
- (d) Served while viewing electronic devices.

455 - Toilet Training

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements. (5) Toilet training shall be coordinated with the child's parent.

Premises

460 - Inaccessible Items

922 KAR 2:120. Section 3. General Requirements. (7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care:

(a) Toxic cleaning supplies, poisons, and insecticides;

(b) Knives and sharp objects;

- (c) Matches, cigarettes, lighters, and flammable liquids;
- (d) Plastic bags;
- (e) Litter and rubbish;
- (f) Bar soap; and

(g) Personal belongings and medications of staff.

465 - Items Accessible Only During Activity



An Equal Opportunity Employer M/F/D Page 10 of 26

In Compliance

In Compliance

In Compliance



In Compliance

In Compliance

Not In Compliance

In Compliance

Not Applicable

In Compliance

Not Applicable

922 KAR 2:120. Section 3. General Requirements. (8) The following shall be inaccessible to a child in care unless under direct supervision and part of planned program of instruction: (a) Knives and sharp objects; (b) Litter and rubbish; and (c) Plastic bags not used for personal belongings. 470 - Guns/Ammunition Storage 922 KAR 2:120. Section 3. General Requirements. (9) In accordance with KRS 527.070(1), firearms and ammunition shall be stored separately in a locked area outside of the designated area.	
922 KAR 2:120. Section 3. General Requirements. (9) In accordance with KRS 527.070(1), firearms and ammunition shall be stored separately in a locked area outside of the designated	
(9) In accordance with KRS 527.070(1), firearms and ammunition shall be stored separately in a locked area outside of the designated	In Compliance
	l child care
475 - Smoking Protocol	In Compliance
 922 KAR 2:120. Section 3. General Requirements. (10) Smoking shall: (a) Be permitted in accordance with local ordinances; (b) Be allowed only in outside designated areas; and (c) Not be permitted in the presence of a child. 	
480 - Premises Requirements	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;	
485 - Phone Requirement	In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (1) The premises shall be: (c) Equipped with a working land-line telephone accessible to a room used by a child.	
490 - Fire Exits Clear	In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (3) Fire and emergency exits shall be kept clear of debris.	
495 - Carbon Monoxide Detector	In Compliance
 922 KAR 2:120. Section 4. Premises Requirements. (4) A working carbon monoxide detector shall be required in a licensed child-care center that is in a home if the home: (a) Uses fuel burning appliances; or (b) Has an attached garage. 	
500 - Building Requirements	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.	In Compliants
505 - 35 Square Feet per Child Not	t In Compliance

(6) Exclusive of the kitchen, bathroom, hallway, and storage area, there shall be a minimum of thirty-five (35) square feet of space per child.

Findings:

L

General: Based on Observation, and interview, the facility failed to meet this regulatory requirement. During the inspection the surveyor observed one (1) staff person caring for three (3) children in the toddler classroom. The area the staff person and the children were using measured 78 square feet which gives a maximum capacity of two (2) children. The staff person stated during interview that there is normally four (4) children present in the classroom; however, one (1) child was absent on the day of the survey.

510 - Pest Control

Kentucky

Inspection	Report
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 922 KAR 2:120. Section 4. Premises Requirements. (7) Measures shall be utilized to control the presence of: (a) Rodents; (b) Flies; (c) Roaches; and (d) Other vermin. 	
515 - Protected Openings	In Compliance
 922 KAR 2:120. Section 4. Premises Requirements. (8) An opening to the outside shall be effectively protected against the entrance of vermin by: (a) Self-closing doors; (b) Closed windows; (c) Screening; (d) Controlled air current; or (e) Other effective means. 	
520 - Floors, Walls, Ceilings	In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (9) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned.	
525 - Water Supply Requirements	In Compliance
 922 KAR 2:120. Section 4. Premises Requirements. (10) The water supply shall be: (a) Potable; (b) Protected from contamination; (c) Adequate in quality and volume; (d) Under sufficient pressure to permit unrestricted use; and (e) Obtained from an approved public water supply or a source approved by the local health department. (11) Groundwater supplies for a child-care center caring for: (a) More than twenty-five (25) children shall meet the specifications of the Cabinet for Environmental and Public Protection Division or established in KRS Chapter 151; or (b) Twenty-five (25) children or less shall secure approval from the: Cabinet for Environmental and Public Protection; or Local health department. 	f Water,
530 - Sewage Disposal	In Compliance
 922 KAR 2:120. Section 4. Premises Requirements. (12) Sewage shall be properly disposed by a method approved by the: (a) Cabinet for Environmental and Public Protection; or (b) Cabinet. 	
535 - Plumbing Code	In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (13) All plumbing shall comply with the State Plumbing Code established in KRS Chapter 318.	
540 - Solid Waste	In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (14) Solid waste shall be kept in a suitable receptacle in accordance with local, county and state law, as governed by KRS 211.350 to 2	211.380.
545 - Child Care Program Interference	In Compliance
 922 KAR 2:120. Section 4. Premises Requirements. (15) If a portion of the building is used for a purpose other than child care: (a) Necessary provisions shall be made to avoid interference with the child-care program; and (b) A separate restroom shall be provided for use only by those using the building for its child care purpose. 	
550 - Building Temperature	In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (16) The temperature of the inside area of the premises shall be: (a) Sixty-five (65) to seventy-five (75) degrees Fahrenheit during the winter; or	
(a) Sixty-live (c5) to seventy-live (75) degrees Fahrenheit during the winter, of (b) Sixty-eight (68) to eighty-two (82) degrees Fahrenheit during the summer months. 555 - Indoor Gross Motor Space Requirements	

Cabinet For Health and Family Services Web site: http://chfs.ky.gov/

Kentucky

Inspection Report	
922 KAR 2:120. Section 4. Premises Requirements.	
(22) If a child-care center does not have access to an outdoor play area, an indoor space shall:	
(a) Be used as a play area;	
(b) Have a minimum of sixty (60) square feet per child, separate from and in addition to the thirty-five (35) square feet minimum pursu	uant to
subsection (6) of this section;	
(c) Include equipment for gross motor skills;	
(d) Be well-ventilated; (e) Be heated; and	
(f) Have a protective surface of at least two (2) inches thick around equipment intended for climbing.	
560 - Prohibited Bodies of Water	In Compliance
922 KAR 2:120. Section 4. Premises Requirements.	
. (27) Bodies of water that shall not be utilized include:	
(a) Portable wading pools;	
(b) Natural bodies of water: and	
(c) Unfiltered, non-disinfected containers.	
565 - Infant/Toddler Indoor Space	In Compliance
922 KAR 2:120. Section 5. Infant and Toddler Play Requirements.	
(1) Infant and toddler inside areas shall: (a) Be concerned from an erea used by an older obild.	
(a) Be separate from an area used by an older child; (b) Not be an exit or entrance; and	
(c) Not be an exit or entrance; and (c) Have adequate crawling space for an infant or toddler away from general traffic patterns of the center.	
570 - Cots/Mats Location Restrictions	In Compliance
922 KAR 2:120. Section 6. Sleeping and Napping Requirements.	
(7) If cots or mats are used, floors shall be free from:(a) Drafts;	
(b) Liquid substances;	
(c) Dirt; and	
(d) Dampness.	
575 - Minimum Toilet/Urinal Requirements	In Compliance
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(1) A child-care center shall have a minimum of one (1) toilet and one (1) lavatory for each twenty (20) children. Urinals may be substit	uted for up
to one-half (1/2) of the number of toilets required for a male toilet room.	
580 - Toilet Room	In Compliance
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(2) A toilet room shall:	
(a) 1. Be provided for each gender; or	
2. A plan shall be implemented to use the same toilet room at separate times;	
(b) Have a supply of toilet paper; and (c) Be cleaned and sanitized daily.	
585 - Sink	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.	
590 - Toilet	In Compliance
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(4) Each toilet shall:	
(a) Be kept in clean condition; (b) Be kept in good repair;	
(c) Be in a lighted room; and	
(d) Have ventilation to outside air.	
Hygienic Practices	
	In Compliance
595 - Child Personal Care/Handwashing	In Compliance



Inspection	Report
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Inspection Report	
922 KAR 2:120. Section 3. General Requirements.	
(4) A child shall:	
(a) Be helped with personal care and cleanliness based upon their developmental skills; and	
(b) 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 wiping or blowing nose;	
6. After touching items soiled with body fluids or wastes; and	
7. After outdoor or indoor play time.	
600 - Staff Hygiene/Handwashing	In Compliance
922 KAR 2:120. Section 3. General Requirements.	
(5) Staff shall:	
(a) Maintain personal cleanliness;	
(b) Conform to hygienic practices while on duty; and	
(c) Wash their hands with liquid soap and running water:	
1. Upon arrival at the center; 2. After toileting or assisting a child in toileting;	
3. Before and after diapering each child;	
4. After wiping or blowing a child's or own nose;	
5. After handling animals;	
6. After caring for a sick child;	
7. Before and after feeding a child or eating;	
8. Before dispensing medication; and	
9. If possible, before administering first aid.	
610 - Diapers/Clean Clothing Supply	In Compliance
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available.	
615 - Training Chair	In Compliance
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(7) If a toilet training chair is used, the chair shall be:	
(a) Used over a surface that is impervious to moisture;	
(b) Out of reach of other toilets or toilet training chairs;	
(c) Emptied promptly; and	
(d) Sanitized after each use.	
620 - Soiled Diapers/Clothing	In Compliance
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(8) Diapers or clothing shall be:	
(a) Changed when soiled or wet;	
(b) Stored in a covered container temporarily; and (c) Wested or dispessed of at least error a day	
(c) Washed or disposed of at least once a day.	
625 - Diaper Changing Area/Surface	In Compliance
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(10) When a child is diapered, the child shall:	
(b) Be placed on a surface that is: 1. Clean;	
2. Padded;	
3. Free of holes, rips, tears, or other damage;	
4. Nonabsorbent;	
5. Easily cleaned; and	
6. Free of any items not used for diaper changing.	
630 - Wipes	In Compliance
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(11) Unless allergic, individual disposable washcloths shall be used to thoroughly clean the affected area of the child.	
635 - Diapering Practice	In Compliance
922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.	
(12) Staff shall disinfect the diapering surface after each child is diapered.	
(13) If staff wear disposable gloves, the gloves shall be changed and disposed after each child is diapered.	
640 - Children's Individual Items	In Compliance
	in compnance

An Equal Opportunity Employer M/F/D Page 14 of 26

922 KAR 2:120. Section 10. Toilet, Dispering, and Toiletry Requirements. (15) Toothbrushes shall be: (15) Toothbrushes shall be: (16) Toothbrushes shall be: (16) Toothbrushes shall be: (17) Toothbrushes shall be: (17) Toothbrushes shall be: (17) Toothbrushes shall be: (18) Toothbrushes to sir dry; and (17) Toothbrushes to sir dry; and (18) Toothbrushes to sir dry; and (17) Toothbrushes to sir dry; and (20) Toy Sanitation Procedue In Comp 922 KAR 2:120. Section 11. Toys and Furnishings. (17) Conther the second end on the creat has a considered mouth contact surfaces by a child not toilet trained shall be sanitized daily by: (3) Toy Sanitation Procedue In Comp 922 KAR 2:120. Section 7. First Ald and Medicine. In Comp 922 KAR 2:120. Section 7. First Ald and Medicine. In Comp 922 KAR 2:120. Section 7. First Ald and Medicine. In Comp 922 KAR 2:120. Section 7. First Ald and Medicine. In Comp 922 KAR 2:120. Section 7. First Ald and Medicine. In Comp 92 KAR 2:120. Section 7. First Ald and Medicine. In Comp 92 KAR 2:120. Section 7. First Ald and Medicine. In Comp 92 KAR 2:120. Section 7. First Ald and Medicine. In Comp 1. Socitized; and Section Section Secti	Is or washcloths, brushes, and toothbrushes used by a child shall be: tored in separate containers; and ed with the child's name.
[14] Combs, towels or washcloths, brushes, and toothbrushes used by a child shall be: (a) Individually stored in separate containers; and [16] Plainly labeled with the child's name. Not App [25] Toothbrush/Toothpaste Not App [26] Toothbrush/Sothpaste Not App [27] Toothbrush/Sothpaste Not App [28] XAR 2:120. Section 10. Toilet, Dispering, and Toiletry Requirements. (b) Flatually identified; [16] Toothbrush/Toothpaste In Cong [27] Toothbrush/Sothpaste In Cong [26] Toothbrush/Toothpaste In Cong [27] Sothbrush/Toothpaste In Cong [26] Toy Sand ster is that are considered mouth contact surfaces by a child not toilet trained shall be sanitized daily by: (a) Sothbrush in varm, acquire water in the sanitized water in the sanitized of the sanitized daily by: [26] Sotherging in a sanitizing solution for at least two (2) minutes; and In Cong [27] XAR 2:120. Section 7. First Aid and Medicine. If Trist alid supplies In Cong [28] Be available to provide prompt and proper first aid treatment; Ib as evailable to provide prompt and proper first aid treatment; Ib as evailable to provide prompt and proper first aid treatment; Ib as evailable to provide prompt and proper first aid treatment; Ib as evailable to provide prompt and proper first aid treatment; Ib as evailable to provide promp	Is or washcloths, brushes, and toothbrushes used by a child shall be: tored in separate containers; and ed with the child's name.
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(19) Toothbrushes shall be: (a) Individually identified; (a) Individually identified; (b) Allowed to air dry; and (c) Protected from contamination. (16) Toothpaste used by multiple children shall be dispensed onto an intermediate surface, such as waxed paper, to avoid cross contaminatio (b) Toothpaste used by multiple children shall be dispensed onto an intermediate surface, such as waxed paper, to avoid cross contaminatio (c) Protected from contamination. (d) Toothpaste used by multiple children shall be dispensed onto an intermediate surface, such as waxed paper, to avoid cross contaminatio (d) Toothpaste used by multiple children shall be dispensed onto an intermediate surface, such as waxed paper, to avoid cross contamination (d) Toothpaste used by multiple children shall be dispensed onto an intermediate surface, such as waxed paper, to avoid cross contamination (d) Scrubing in wars, assay avater using a brush to reach into crevices; (i) Rivershall be annitized daily by: (e) Scrubing in wars, assay avater using a brush to reach into crevices; (i) Rivershall be to provide prompt and proper first aid treatment; (e) Be avoid out of reach of a child; (c) Be particularly intermined to ensure the supplies are current; (f) If reusable, be: 1. Sanitzed; and 2. Adhesize hand gaes; 3. Sterile gauze; 3. Berlie gauze; 4. Medication 4. Medicat tapa; 5. Sciesora; <td>ation 40. Tailat Diananing, and Tailate: Damingments</td>	ation 40. Tailat Diananing, and Tailate: Damingments
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(a) Time of each dosage;	
(b) Date;	center shall keep a written record of the administration of medication, including:
(c) Amount;	center shall keep a written record of the administration of medication, including:
(d) Name of staff person giving the medication;	center shall keep a written record of the administration of medication, including:
(e) Name of the child; and	center shall keep a written record of the administration of medication, including: dosage; f person giving the medication;
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922 KAR 2:120. Section 7. First Aid and Medicine. (6) Medication, including refrigerated medication, shall be:	center shall keep a written record of the administration of medication, including: dosage; f person giving the medication; child; and nedication. In Compliance
	center shall keep a written record of the administration of medication, including: dosage; f person giving the medication; child; and nedication. In Compliance ection 7. First Aid and Medicine.
(a) Stored in a separate and locked place, but of the reach of a child; (b) Kept in the original bottle; and	center shall keep a written record of the administration of medication, including: dosage; f person giving the medication; child; and nedication. In Compliance section 7. First Aid and Medicine. cluding refrigerated medication, shall be:
(c) Properly labeled.	center shall keep a written record of the administration of medication, including: dosage; f person giving the medication; child; and nedication. In Compliance ection 7. First Aid and Medicine. cluding refrigerated medication, shall be: eparate and locked place, out of the reach of a child;
(7) Medication shall not be given to a child if the expiration date on the bottle has passed.	center shall keep a written record of the administration of medication, including: dosage; f person giving the medication; child; and nedication. In Compliance ection 7. First Aid and Medicine. cluding refrigerated medication, shall be: eparate and locked place, out of the reach of a child; riginal bottle; and
Outdoor Play Area	center shall keep a written record of the administration of medication, including: dosage; f person giving the medication; child; and nedication. In Compliance ection 7. First Aid and Medicine. cluding refrigerated medication, shall be: eparate and locked place, out of the reach of a child; riginal bottle; and led.
375 - Fence Requirement In Comp	center shall keep a written record of the administration of medication, including: dosage; f person giving the medication; child; and nedication. In Compliance ection 7. First Aid and Medicine. cluding refrigerated medication, shall be: eparate and locked place, out of the reach of a child; riginal bottle; and led. all not be given to a child if the expiration date on the bottle has passed.



922 KAR 2:120. Section 4. Premises Requirements. (20) An outdoor play area shall be: (a) Except for an after-school child-care program, located on the premises of a public or state-accredited nonpublic school, fenced for the safety of the children; 680 - 60 Square Feet In Compliance 922 KAR 2:120. Section 4. Premises Requirements. (20) An outdoor play area shall be: (b) A minimum of sixty (60) square feet per child, separate from and in addition to the thirty-five (35) square feet minimum pursuant to subsection (6) of this section; 685 - Playground Clean In Compliance 922 KAR 2:120. Section 4. Premises Requirements. (20) An outdoor play area shall be: (c) Free from: 1. Litter; 2. Glass; 3. Rubbish: and 4. Flammable materials; 690 - Playground Conditions 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. 695 - Protective Surface 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. 700 - Fences In Compliance 922 KAR 2:120. Section 4. Premises Requirements. (23) Fences shall be: (a) Constructed of safe material; (b) Stable; and (c) In good condition. 705 - Infant/Toddler Outdoor Space In Compliance 922 KAR 2:120. Section 5. Infant and Toddler Play Requirements. (4) If a child-care center provides an outdoor play area for an infant or toddler, the outdoor area shall be: (a) Shaded: and (b) A separate area or scheduled at a different time than an older child. Equipment 710 - Play Equipment 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. 715 - Sufficient Appropriate Equipment In Compliance 922 KAR 2:120. Section 4. Premises Requirements. (28) A child-care center shall have enough toys, play apparatus, and developmentally appropriate materials to provide each child with a variety of activities during the day, as specified in Section 2 of this administrative regulation.

720 - Storage Space/Storage Device

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Inspection Report	
 922 KAR 2:120. Section 4. Premises Requirements. (29) Storage space shall be provided: (a) In the form of: 1. Shelves; or 2. Other storage device accessible to the children; and (b) In sufficient quantity for each child's personal belongings. 	
/25 - Playpens/Play Yards	Not Applicable
 922 KAR 2:120. Section 5. Infant and Toddler Play Requirements. (5) Playpens and play yards shall: (a) Meet federal standards as issued by the Consumer Product Safety Commission, including 16 C.F.R. 1221; (b) Be manufactured for commercial use; and (c) Not be used for sleeping or napping. 	
730 - Crib/Mattress/Sheet	Not Applicable
 922 KAR 2:120. Section 6. Sleeping and Napping Requirements. (3) Rest time shall include adequate space specified by the child's age as follows: (a) For an infant: 1. An individual non-tiered crib that meets Consumer Product Safety Commission standards established in 16 C.F.R. 1219-1220; 2. A firm crib mattress in good repair with a clean tight-fitted sheet that shall be changed: a. Weekly; or b. Immediately if it is soiled or wet; 	
/ 735 - Individual Bed/Mat/Cot and Bedding	In Compliance
 922 KAR 2:120. Section 6. Sleeping and Napping Requirements. (3) Rest time shall include adequate space specified by the child's age as follows: (b) For a toddler or preschool-age child: An individual bed, a two (2) inch thick waterproof mat, or cot in good repair; and Bedding that is in good repair and is changed: Weekly; or Immediately if it is soiled or wet. 	
/40 - Twelve Inch Spacing	In Compliance
922 KAR 2:120. Section 6. Sleeping and Napping Requirements. (6) Cots, equipment, and furnishings used for sleeping and napping shall be spaced twelve (12) inches apart to allow free and safe n person.	novement by a
/45 - Cots/Mats Sanitized	In Compliance
922 KAR 2:120. Section 6. Sleeping and Napping Requirements. (8) Cots or mats not labeled for individual use by a child shall be sanitized after each use.	
750 - Individual Bedding Storage	In Compliance
922 KAR 2:120. Section 6. Sleeping and Napping Requirements. (9) Individual bedding shall be stored in a sanitary manner.	
/ 755 - Toys/Equipment/Furniture	In Complianc
 922 KAR 2:120. Section 11. Toys and Furnishings. (1) All toys, equipment, and furniture contacted by a child shall be: (a) Kept clean and in good repair; and (b) Free of peeling, flaking, or chalking paint. 	
760 - Indoor/Outdoor Equipment	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 poisonous material, and flaking or chalking paint; and (d) Be designed to guard against entrapment or situations that may cause strangulation. 	paint,
765 - Toys	In Compliance
 922 KAR 2:120. Section 11. Toys and Furnishings. (3) Toys shall be: (a) Used according to the manufacturer's safety specifications; (b) Durable; and (c) Without sharp points or edges. 	
770 - Children/Staff Seating	In Compliance
922 KAR 2:120. Section 11. Toys and Furnishings. (5) Tables and chairs shall be of suitable size for children. (6) Chairs appropriate for staff shall be provided to use when feeding, holding, or playing with a child.	



An Equal Opportunity Employer M/F/D Page 17 of 26

Transportation	
775 - Maintain Records	Not Applicable
922 KAR 2:110. Section 3. Records. (1) A child-care center shall maintain: (I) A written record of transportation services provided in accordance with 922 KAR 2:120, Section 12.	
780 - Transportation Compliance	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (1) A center shall document compliance with KRS Chapter 186 and 603 KAR 5:072 pertaining to: (a) Vehicles; (b) Drivers; and (c) Insurance. 	
785 - Requirements for Transportation Services	Not Applicable
 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. 	
790 - Transportation Notification/Type and Vehicle	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing (a) Type of transportation offered; (b) Type of vehicle used for transportation; 	of the:
795 - Transportation Notification/Plan for Ensuring Staff Duties	Not Applicable
922 KAR 2:120. Section 12. Transportation. (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing (c) Plan for ensuring staff perform duties relating to transportation properly;	of the:
800 - Transportation Notification/Full Coverage Insurance	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing (d) Full insurance coverage for each vehicle; 	of the:
805 - Transportation Notification/Policy & Procedures Regarding Emergency Plan for Evacuation	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing (e) Agency policy and procedures relating to an emergency plan for evacuating the vehicle; 	of the:
810 - Transportation Notification/Third Party Contracts	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing (f) Contracts, agreements, or documents detailing arrangements with any third party for services; 	of the:
815 - Transportation Notification/Safety Procedures - Transporting, Loading/Unloading and Supervision	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing (g) Safety procedures for: Transporting a child; Loading and unloading a child; and Providing adequate supervision of a child. 	of the:
820 - Vehicle Equipment	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (4) A vehicle used to transport children shall be equipped with: (a) A fire extinguisher; (b) First aid supplies as described in Section 7 of this administrative regulation; (c) Emergency reflective triangles; and (d) A device to cut the restraint system, if necessary. 	
825 - Transit/School Bus	Not Applicable
922 KAR 2:120. Section 12. Transportation. (5) Transportation provided by licensed public transportation or a school bus shall comply with subsections (1) and (2) of this section	
830 - Vehicle Inspection Documentation	Not Applicable

Inspection Report	
 922 KAR 2:120. Section 12. Transportation. (6) A vehicle used to transport children shall meet the following requirements: (a) A twelve (12) or more passenger vehicle shall display a current certification of inspection from the Transportation Cabinet on the window. 	designated
835 - Vehicle Requirements/Traffic Stop During Loading/Unloading	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (6) A vehicle used to transport children shall meet the following requirements: (b) A vehicle that requires traffic to stop while loading and unloading a child shall be equipped with a system of: Signal lamps; Identifying colors; and Cautionary words. 	
840 - Seatbelts for Each Occupant	Not Applicable
922 KAR 2:120. Section 12. Transportation. (6) A vehicle used to transport children shall meet the following requirements: (c) A vehicle shall be equipped with seat belts for each occupant to be individually secured.	
845 - No Hazardous Materials	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (6) A vehicle used to transport children shall meet the following requirements: (d) A vehicle shall not transport children and hazardous materials at the same time. 	
850 - Car Seats	Not Applicable
922 KAR 2:120. Section 12. Transportation. (7) The appropriate car safety seat meeting federal and state motor vehicle safety standards in 49 C.F.R. 571.213 and KRS 189.125 sha for each child.	all be used
855 - Pre-trip Inspection	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (8) A daily inspection of the vehicle shall be performed and documented for the following: (a) Tires; (b) Lights, signals, mirrors, gauges, and wiper blades; (c) Safety restraints; (d) Fuel; and (e) Free of debris. 	
860 - Ratios	Not Applicable
922 KAR 2:120. Section 12. Transportation. (9)(a) The staff-to-child ratios set forth in Section 2(2) of this administrative regulation shall apply to vehicle transport, if not inconsiste special requirements or exceptions in this section. (b) An individual who is driving with a child in the vehicle shall supervise no more than four (4) children under the age of five (5).	ent with
865 - Seating	Not Applicable
922 KAR 2:120. Section 12. Transportation. (10) Each child shall: (a) Have a seat; (b) Be individually belted or harnessed in the seat; and (c) Remain seated while the vehicle is in motion.	
870 - Child Unattended	Not Applicable
 922 KAR 2:120. Section 12. Transportation. (11) A child shall not be left unattended: (a) At the site of aftercare delivery; or (b) In a vehicle. 	
875 - Pre-arranged Plan	Not Applicable
922 KAR 2:120. Section 12. Transportation. (12) If the parent or designee is unavailable, a prearranged written plan shall be completed to designate where the child can be picked	up.
880 - Unaccompanied Child Crossing Street	Not Applicable
922 KAR 2:120. Section 12. Transportation. (13) A child shall not be picked up or delivered to a location that requires crossing the street or highway unless accompanied by an ad	ult.
	Not Applicable
922 KAR 2:120. Section 12. Transportation. (14) A vehicle transporting a child shall have the headlamps on.	
890 - Refueling	Not Applicable



An Equal Opportunity Employer M/F/D Page 19 of 26

(15) A vehicle shall be refueled when not being used to transport a child. If emergency refueling or repair is necessary during transporting, all children shall be removed and supervised by an adequate number of adults while refueling or repair is occurring.

895 - Driver Not In Seat

- 922 KAR 2:120. Section 12. Transportation.
- (16) If the driver is not in the driver's seat, the:
- (a) Engine shall be turned off;
- (b) Keys shall be removed; and
- (c) Emergency brake shall be set.

900 - Children's Transportation Records

- 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.

905 - Hazardous Items

922 KAR 2:120. Section 12. Transportation.

(19) Firearms, ammunition, alcohol, or illegal substances shall not be transported in a vehicle transporting children.

907 - Parent Transport during Field Trip

922 KAR 2:120. Section 12. Transportation.

(21) A parent may use the parent's vehicle to transport the parent's child during a field trip.

Food Service

910 - Bottle Feeding

022 640	2.120 6004	ion 2 Cono	ral Requirements.
1 <i>322</i> RAR	Z; IZU, JECI	ion 5. Gene	rai Reduirements.

- (11) While bottle feeding an infant, the:
- (a) Child shall be held; and
- (b) Bottle shall not be:
- 1. Propped;
- 2. Left in the mouth of a sleeping infant; or
- 3. Heated in a microwave

915 - Kitchen Exemption

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

- (18) A kitchen shall not be required if:
- (a) The only food served is an afternoon snack to school-age children; and
- (b) Adequate refrigeration is maintained.

920 - Kitchen Requirements

922 KAR 2:120. Section 8. Kitchen Requirements.

- (1) The kitchen shall:
- (a) Be clean;
- (b) Be equipped for proper food:
- 1. Preservation;
- 2. Storage;
- 3. Preparation; and
- 4. Service;
- (c) Be adequately ventilated to the outside air; and
- (d) Except in a Type II child-care center when a meal is not being prepared, not be used for the activity of a child.

925 - Food Service Permit

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.

930 - Food Preparation Utensils

- 922 KAR 2:120. Section 8. Kitchen Requirements.
- (3) Convenient and suitable sanitized utensils shall be:
- (a) Provided; and
- (b) Used to minimize handling of food during preparation.

935 - Refrigerator

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Not Applicable

Not Applicable

Not Applicable

Not Applicable

Not Applicable

Not Applicable

Not Applicable

Not Applicable

Not Applicable

1922 KAR 2:120 Section 8 Kitchen Requirements	
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.	
)40 - Frozen Food	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	6 Chapter
217.	
145 - Food Contact Items	In Compliance
922 KAR 2:120. Section 8. Kitchen Requirements.	
(6) Equipment, utensils, and surfaces contacting food shall be:	
(a) Smooth;	
(b) Free of breaks, open seams, cracks, and chips;	
(c) Accessible for cleaning; and	
(d) Nontoxic.	
)50 - Kitchen Equipment Clean and Sanitary	In Compliance
922 KAR 2:120. Section 8. Kitchen Requirements.	
(7) The following shall be clean and sanitary:	
(a) Eating and drinking utensils; (b) Kitchenware;	
(c) Food contact surfaces of equipment;	
(d) Food storage utensils;	
(e) Food storage containers;	
(f) Cooking surfaces of equipment; and	
(g) Nonfood contact surfaces of equipment.	
955 - Single Service Item	In Compliance
922 KAR 2:120. Section 8. Kitchen Requirements.	
(8) A single-service item shall be:	
(a) Stored;	
(b) Handled and dispensed in a sanitary manner; and	
(c) Used only once.	
160 - Bottles	Not Applicable
922 KAR 2:120. Section 8. Kitchen Requirements.	
(9) Bottles shall be:	
(a) Individually labeled;	
(a) Individually labeled; (b) Promptly refrigerated;	
(a) Individually labeled;	
 (a) Individually labeled; (b) Promptly refrigerated; (c) Covered when not in use; and (d) Consumed within one (1) hour of being heated or removed from the refrigerator. 	In Compliance
 (a) Individually labeled; (b) Promptly refrigerated; (c) Covered when not in use; and 	In Complianc
 (a) Individually labeled; (b) Promptly refrigerated; (c) Covered when not in use; and (d) Consumed within one (1) hour of being heated or removed from the refrigerator. 265 - Food Clean/Free From Spoilage 	In Compliance
 (a) Individually labeled; (b) Promptly refrigerated; (c) Covered when not in use; and (d) Consumed within one (1) hour of being heated or removed from the refrigerator. 165 - Food Clean/Free From Spoilage 922 KAR 2:120. Section 9. Food and Meal Requirements. 	In Compliance
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 (a) Individually labeled; (b) Promptly refrigerated; (c) Covered when not in use; and (d) Consumed within one (1) hour of being heated or removed from the refrigerator. 65 - Food Clean/Free From Spoilage 922 KAR 2:120. Section 9. Food and Meal Requirements. (1) Food shall be: (a) Clean; (b) Free from: 1. Spoilage; 2. Adulteration; and 3. Misbranding; (c) Safe for human consumption; (d) Withheld from service or discarded if the food is hermetically sealed, nonacidic, or low-acidic food that has been processed in a than a commercial food-processing establishment; 	place other
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 (a) Individually labeled; (b) Promptly refrigerated; (c) Covered when not in use; and (d) Consumed within one (1) hour of being heated or removed from the refrigerator. 865 - Food Clean/Free From Spoilage 922 KAR 2:120. Section 9. Food and Meal Requirements. (1) Food shall be: (a) Clean; (b) Free from: 1. Spoilage; 2. Adulteration; and 3. Misbranding; (c) Safe for human consumption; (d) Withheld from service or discarded if the food is hermetically sealed, nonacidic, or low-acidic food that has been processed in a than a commercial food-processing establishment; 922 KAR 2:120. Section 9. Food and Meal Requirements. 922 KAR 2:120. Section 9. Food and Meal Requirements. 922 KAR 2:120. Section 9. Food and Meal Requirements. 922 KAR 2:120. Section 9. Food and Meal Requirements.	place other
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 (a) Individually labeled; (b) Promptly refrigerated; (c) Covered when not in use; and (d) Consumed within one (1) hour of being heated or removed from the refrigerator. 65 - Food Clean/Free From Spoilage 922 KAR 2:120. Section 9. Food and Meal Requirements. (1) Food shall be: (a) Clean; (b) Free from: (b) Free from: (c) Safe for human consumption; (d) Withheld from service or discarded if the food is hermetically sealed, nonacidic, or low-acidic food that has been processed in a than a commercial food-processing establishment; 70 - Food From Approved Source 922 KAR 2:120. Section 9. Food and Meal Requirements. (1) Food shall be: 	place other In Complianc
 (a) Individually labeled; (b) Promptly refrigerated; (c) Covered when not in use; and (d) Consumed within one (1) hour of being heated or removed from the refrigerator. 65 - Food Clean/Free From Spoilage 922 KAR 2:120. Section 9. Food and Meal Requirements. (1) Food shall be: (a) Clean; (b) Free from: 1. Spoilage; 2. Adulteration; and 3. Misbranding; (c) Safe for human consumption; (d) Withheld from service or discarded if the food is hermetically sealed, nonacidic, or low-acidic food that has been processed in a than a commercial food-processing establishment; 700 - Food From Approved Source 922 KAR 2:120. Section 9. Food and Meal Requirements. (1) Food shall be: (a) Withheld from a source that is in compliance with the Department of Public Health's food safety standards and permits, establis Chapter 217; 	place other In Complianc



Inspection	Report
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(1) Food shall be:

(g) Served in a quantity that is developmentally appropriate for the child with additional portions provided upon request of the child;

D22 KAR 2:120. Section 9. Food and Meal Requirements. (1) Food shall be: (1) Protected seguints contamination from: 1. Dust; 2. Fliss; 2. Fliss; 3. Notechts and other vermin; 6. University of the seguints of the seguint of the seguint of the seguints of the seguints of the seguint of the seguints of the seguints of the seguints of the seguint of	980 - Food Protected From Contamination	In Compliance
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25 - Wrapped Food	1025 - Wrapped Food	In Compliance
	922 KAR 2:120. Section 9. Food and Meal Requirements.	
(12) Wrapped food that is still wholesome and has not been unwrapped may be reserved.		
	1030 - Meal Schedule	In Compliance
·	922 KAR 2:120. Section 9. Food and Meal Requirements.	
(13) Meals shall be:(a) Served every two (2) to three (3) hours;		
	1035 - Sufficient Room/Eating Utensils Supplied	In Compliance
	ivos - vanicient kvoni/Eating Utensis sappnea	In Compliance



An Equal Opportunity Employer M/F/D Page 22 of 26

Inspection Report	
 922 KAR 2:120. Section 9. Food and Meal Requirements. (13) Meals shall be: (b) Served to a child: Seated with sufficient room to manage food and tableware; and Supplied with individual eating utensils designed for use by a child. 	
1040 - Same Food	In Compliand
922 KAR 2:120. Section 9. Food and Meal Requirements.	
(14) All children should be offered the same food items unless the child's parent or health professional documents a dietary restriction	n that
necessitates an alternative food item for the child.	
045 - Meals Required	In Complian
 922 KAR 2:120. Section 9. Food and Meal Requirements. (15) A child-care center shall serve: (a)1. Breakfast; or 2. A mid-morning snack; (b)1. Lunch; or 2. A mid-afternoon snack; and (c) If appropriate, dinner. 	
050 - Menu	In Compliand
 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. 	
1055 - Breakfast Requirements	In Compliand
 922 KAR 2:120. Section 9. Food and Meal Requirements. (17) Breakfast shall include: (a) Milk; (b) Bread; and (c)1. Fruit; 2. Vegetable; or 3. 100 percent juice. 	
060 - Snack Requirements	In Complian
 922 KAR 2:120. Section 9. Food and Meal Requirements. (18) A snack shall include two (2) of the following: (a) Milk; (b) Protein; (c) Bread; or (d)1. Fruit; 2. Vegetable; or 3. 100 percent juice. 	
1065 - Lunch/Dinner Requirements	In Compliand
 922 KAR 2:120. Section 9. Food and Meal Requirements. (19) Lunch and dinner shall include: (a) Milk; (b) Protein; (c) Bread; and (d)1. Two (2) vegetables; 2. Two (2) fruits; or 3. One (1) fruit and one (1) vegetable. 	
Children's Records	
1070 - Immunization	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 physichild's parent objects to the immunization of the child pursuant to KRS 214.036; 	sician or the

1075 - Enrollment Information

Kentucky

922 KAR 2:110. Section 3. Records. (1) A child-care center shall maintain: (b) A written record for ach child: 3. To contain: g. A permission form for each trip off the premises signed by the child's parent in accordance with 922 KAR 2:120, Section 12; Written Documentation Not In Compilar 922 KAR 2:090. Section 5. Evacuation Plan. (1) A licensed child-care center shall have a written evacuation plan in the event of a fire, natural disaster, or other threatening situation that map pose a health or a safety hazard for a child in care in accordance with KRS 199.895. Findings: General. Based on Review of Documentation, the facility had an emergency preparedness plan; however, did not have documentation that the plan had been submitted to the loc emergency magnetent official. 920 Folicies and Procedures 10 Policies and procedures 92 KAR 2:10. Section 2. General. (3) Pogram policies and procedures shall: (a) Pogram policies and procedures shall: (a) Pogram policies and procedures shall: (b) Include: 1. Staff policies; 2. Job doscriptions; 3. A Kat 2:102, Child-care conter health and safety standards; and		
(i) A written record for each childs 1. Completed and signed by the child's parent; 2. Retained on file on the first day the child's under, at minimum, the child's name, address, and date of birth; b. Retained on file on the first day the child, which includes, at minimum, the child's name, address, and date of birth; b. Retained on file on the first day the child, which includes, at minimum, the child's name, address, and date of birth; b. (I) Percet at the parent's house or place of employment; (III) Percet at the parent's house or place of employment; (III) Percet at the parent's house or place of employment; (III) Percet at the parent's house or place of employment; (III) Percet at the parent's house or place of employment; (III) Percet at the parent's house or place of employment; (III) Percet at the same of books person who is designated in writing to pick-up the child; 1. The child's general healt is thus and medical instry including, if applicable: (III) Percet at the same of place number of each person to be contacted in an emergency situation involving or impacting the child; 1. Authorization by the parent for the child's care center to seek emergency situation involving or impacting the child; 1. Authorization by the parent for the child's care center to seek emergency situation involving or impacting the child; 3. To contain: 3. To contain: 3. To contain: 3. A contain: 3. To contain: 3. A contain of the child in the accordance with ME 195, ME. 5. Finding: 5. Finding: 5. Finding: 6. Retained network of Documentation plan in the avenue of a fire, natural disaster, or other threatening situation that map prove health or actify hare of or a child - are excordance with ME 195, ME. 5. Finding: 6. Authorization charg; 4. Child - are constant; 5. Subter proceed we subter add on endower shall: (a) Retain writing and 5. Subter proc	2 KAR 2:110. Section 3. Records.	
Completed and signed by the child sparent; Retailed on file on the first synthechild stress in the child-care center; and To contact: Retailed on file on the first synthechild stress in the child-series, and date of birth; b. Contact information is eaable a period in charge to contact the child's: (i) Period in the parent's house or place of deprogrammin; (ii) Period in the parent's house on place of deprogrammin; (ii) Period in the parent's house on place of deprogrammin; (ii) Period in the child's general health status and modical history including, if applicable: (i) Allergies; (ii) Allergies; (iii) Restriction on the first general health status and modical history including, if applicable: (i) Allergies; (iii) Restriction on the child's general periods in a scivities with specific instructions from the child's parent or health professional; and (iii) Periods: (ii) Allergies; (iii) Allergies; (iiii) Allergies; (iii) Allergies; (iiii) Allergies; (iiii) Allergies; (iiii) Allergies; (iiii) Allergies; (iiii) Allergies; (iiiii) Allergies; (iiiii) Allergies; (iiiiii) Allergies; (iiiiii) Allergies; (iiiiiii) Allergies; (iiiiiiiii) Allergies; (iiiiiiiiii) Allergies; (iiiiiiiiiiiiiiiiiiiiiiiiiiiiiiiii) A child-care center shall maintain:	
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 a. Identifying information about the child, which includes, at minimum, the child's name, address, and date of birth; b. Contact information to combale a person in charge to contact the child's: (i) Parent at the parent's home or place of employment; (ii) Parent physician; and (iii) Parent physician; and (i) Parent physician; and (iii) Parent physician; and (iii) Parent physician; and (iii) Parent physician; and (iiii) Parent physician; and (iii) Parent physicia		
b. Contact information to enable a person in charge to contact the child's: (i) Parenty physician; and (iii) Premity physician; and (iiii) Premity physician; and (iii) Premity physician; and physician; and physician; and physician; Premity Premity Premity Premity Premity Premission; and physician; and physician; and physician; Premity Premity		
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(iii) Proferring 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 statu (iii) Permission from the parent for this-phild-care center; e. The name and phone number of each person to be contracted in an emergency situation involving or impacting the child; f. Authorization by the parent for this-phild-care center; 222 KAR 2110, Section 3, Records. (i) A child-care center shall maintain: (b) A written record for each child: 3. To contain: g. A permission form for each thild the premises signed by the child's parent in accordance with 922 KAR 2110, Section 12; Written Documentation 82 - Evocution Plan Section 5. Evocution Plan. (i) A child-care center shall have a written evocuation plan in the event of a fire, natural disaster, or other threatening situation that mapper a health or safety hazard for a child near are and processions Finding: General: Bade on Review of Documentation, the facility had an emergency preparedness plan; however, did not have documentation that hep plan had been submitted to the loc emergency management of thai. 90 - Policies and Procedures In	(i) Parent at the parent's home or place of employment;	
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An Equal Opportunity Employer M/F/D Page 24 of 26

Inspection Report	
1115 - Earthquake/Tornado Drills	n 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;	n
1120 - Fire Drills	n Compliance
922 KAR 2:110. Section 3. Records. (1) A child-care center shall maintain: (i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with KAR 2:120, Section 3;	th 922
1125 - Report Documentation	n Compliance
922 KAR 2:110. Section 3. Records. (1) A child-care center shall maintain: (k) A written record of reports to the cabinet required in Section 6 of this administrative regulation;	
1130 - Confidentiality/Maintenance/Access	n Compliance
 922 KAR 2:110. Section 3. Records. (2) A child-care center shall: (a) Maintain the confidentiality of a child's record; (b) Maintain all records for five (5) years; and (c) Provide the cabinet access and information in the completion of the investigation pursuant to KRS 620.030(4). 	
1135 - Orientation Procedure	n 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-car staff member. 	re center
1140 - Fire Drills	n 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. 	
1145 - Earthquake/Tornado Drills	n 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.	
Posted Documentation	
1150 - License	n Compliance
922 KAR 2:090. Section 6. License Issuance. (18) The preliminary or regular license shall be posted in a conspicuous place in the child-care center.	
1155 - Posting Requirements	n 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 ma 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: Current rates for child care; and 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. 	ike
1160 - Disaster Course of Action	n Compliance
922 KAR 2:110. Section 3. Records. (1) A child-care center shall maintain:	

(1) A child-care center shall maintain:

(j) A written plan and diagram outlining the course of action in the event of a natural or manmade disaster, posted in a prominent place;

Kentucky

Inspection	Report
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1165 - Daily Activities	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: (h) Post a schedule of daily activities, to include dates and times of activities to be conducted with the children in each classro 	om;	
Findings:		
General: Based on Review of Documentation, the toddler classroom had a schedule of daily activities posted; however, no dates were listed.		
1170 - Diapering/Handwashing	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.		
Animals		
1175 - Animals in the Presence of Children	Not Applicable	
 922 KAR 2:120. Section 13. Animals. (1) An animal shall not be allowed in the presence of a child in care: (a) Unless: 1. The animal is under the supervision and control of an adult; 2. Written parental consent has been obtained; and 3. The animal is certified as vaccinated against rabies; or (b) Except in accordance with subsection (3) of this section. 		
1185 - Prohibited Animals	Not Applicable	
 922 KAR 2:120. Section 13. Animals. (3) An animal that is considered undomesticated, wild, or exotic shall not be allowed at a child-care center unless the animal is: (a) A part of a planned program activity lead by an animal specialist affiliated with a zoo or nature conservatory; and 		

(b) In accordance with 301 KAR 2:081 and 301 KAR 2:082.

