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**Inspection Report**

<b>Provider Name:</b> Ft. Mitchell Child Development Center	<b>Provider Information</b>	<b>CLR No:</b> L353614
<b>Provider Address:</b> 45 Orphanage Road, Ft. Mitchell, KY, 41017	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 99
<b>Owner(s):</b> Villa Hills Day Care Center, Inc.		<b>Director(s):</b> Floyd, Linda R

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 318918
<b>Date Initiated:</b> 09/21/2021 10:23 AM	<b>Date Concluded:</b> 09/21/2021 12:57 PM	
	<b>No. of Children Present:</b> 34	

Inspection Report	
<b>Background Checks</b>	<b>Not In Compliance</b>
<b>20 - Out of state background checks</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:280. Section 5. Checks of Other States.</b>  <b>(1) In accordance with 45 C.F.R. 98.43(b)(3), a prospective child care staff member who resides in or has resided in another state within the last five (5) years shall:</b>  <b>(a) Request from each state of current or prior residency, in accordance with the state's laws, policies, and procedures, with a courtesy notice to the cabinet:</b>  <b>1. An in-state criminal records check by:</b>  <b>a. Means of fingerprints for the state of residence; or</b>  <b>b. Any means accepted by a state of prior residency;</b>  <b>2. A check of the state's sex offender registry or repository; and</b>  <b>3. A check of the state-based child abuse and neglect registry and database; and</b>  <b>(b) Direct results of the checks required in paragraph (a) of this subsection to the Department for Community Based Services, Division of Child Care, 275 East Main Street, 3C-F, Frankfort, Kentucky 40601.</b></p>	
<b>Findings:</b>	
<p>General: Based on observation and review of documentation, a staff member hired 9/18/2021 had evidence of living in Ohio within the past five years. This staff member did not have a Child Abuse and Neglect check, nor a Sex Offender registry check for the state of Ohio. This staff member was paired with a qualified staff member during the inspection.</p> <p>Additionally, a staff member with an unknown hire date lived in Ohio within the past five years and did not have evidence of a Sex offender or Child Abuse and Neglect check for the state of Ohio. This individual was not present during the inspection.</p>	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>Not In Compliance</b>
<b>150 - Fire Marshal</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:090. Section 6. License Issuance.</b>  <b>(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:</b>  <b>(b) Be approved by the Office of the State Fire Marshal or designee;</b></p>	
<b>Findings:</b>	
<p>General: Based on observation and review of documentation, the last documented Fire Marshal inspection was dated 3/9/2018. There was no evidence that a request for an inspection had been made.</p>	
<b>Director Requirements</b>	<b>In Compliance</b>

**Inspection Report**

**Employee Records**

**Not In Compliance**

**395 - Personnel File**

**Not In Compliance**

**922 KAR 2:090. Section 9. 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. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and**
- 5. The results of background checks conducted in accordance with 922 KAR 2:280;**

**Findings:**

General: Based on review of documentation, the hire date was not documented for three staff members.

**435 - Training**

**Not In Compliance**

**922 KAR 2:090. Section 11. Staff Requirements.**

**(16) In accordance with KRS 199.896(15) and (16), a staff person with supervisory authority over a child shall complete the following:**

- (a) Six (6) hours of cabinet-approved orientation completed within the first three (3) months of employment in a child-care program;**
- (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training; and**
- (c) Fifteen (15) hours of cabinet-approved early care and education training completed between July 1 and the following June 30 of each subsequent year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.**

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

**Findings:**

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

- 1.) A staff member hired 2/1/2020 did not take Orientation I and II courses within three months of employment. The courses were taken 3/15/2021. The ECE-TRIS system was reviewed.
- 2.) A staff member hired 8/20/2020 did not complete the required Orientation I and II courses. This staff member has been employed for more than three months. The ECE-TRIS system was reviewed.
- 3.) A staff member hired on 8/20/2020, did not complete the required PAHT training. This staff member has been employed for more than one year. The ECE-TRIS system was reviewed.

**Programming**

**Not In Compliance**

**505 - Computer Monitoring Device**

**Not In Compliance**

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

**(3) Computer equipment shall be equipped with a monitoring device that limits access by a child to items inappropriate for a child to view or hear.**

**Findings:**

General: Based on observation, a computer monitoring device was not present on the computer in the Three and Four-year-old classrooms.

**540 - Bedding/Toys in Crib**

**Not In Compliance**

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

**(3) Rest time shall occur in an adequate space according to the child's age as follows:**

- (a) For an infant:**
  - 3. No bedding other than a clean tight-fitted sheet; and**
  - 4. No toys or other items except the infant's pacifier;**

**Findings:**

General: Based on observation, two of the crib sheets in the Infant classroom were loose and posed a suffocation hazard.

**Premises**

**Not In Compliance**

**565 - Inaccessible Items**

**Not In Compliance**

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

**(7) The following shall be inaccessible to a child in care:**

- (a) Toxic cleaning supplies, poisons, and insecticides;**
- (b) Matches, cigarettes, lighters, and flammable liquids; and**
- (c) Personal belongings and medications of staff.**

**Findings:**

General: Based on observation, the following was found:

- 1.) The cabinet-locking mechanism by the library in the Three-year-old classroom was not functioning; a staff member's purse was stored in the cabinet and accessible to the children in care.
- 2.) A caddy of sunscreen and bug spray was placed on a child-sized table in the Three- to- Four-year-old classroom; the warning label's read, "Keep out of reach of children."

Inspection Report

625 - Floors, Walls, Ceilings

Not 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.

Findings:

General: Based on observation, a strip of baseboard was separating from the wall near the computer area of the Three-year-old classroom.

Hygienic Practices

In Compliance

First Aid/Medication

Not In Compliance

775 - Medication

Not In Compliance

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

(6) Medication, including refrigerated medication, shall be:

(a) Stored in a separate and locked place, out of the reach of a child unless the medication is:

1. A first aid supply and is maintained in accordance with subsection (1) of this section;

2. Diaper cream, sunscreen, or toothpaste. Diaper cream, sunscreen, or toothpaste shall be inaccessible to a child;

3. An epinephrine auto-injector. A licensed child-care center shall comply with KRS 199.8951 and 311.646, including:

a. An epinephrine auto-injector shall be inaccessible to a child;

b. A child-care center shall have at least one (1) person onsite who has received training on the administration of an epinephrine auto-injector if the child-care center maintains an epinephrine auto-injector;

c. A child-care center shall seek emergency medical care for a child if an auto-injector is administered to the child; and

d. A child-care center shall report to the child's parent and the cabinet in accordance with 922 KAR 2:090, Section 13(1)(b) if an epinephrine auto-injector is administered to a child; or

4. An emergency or rescue medication for a child in care, such as medication to respond to diabetic or asthmatic condition, as prescribed by the child's physician. Emergency or rescue medication shall be inaccessible to a child in care;

(b) Kept in the original bottle; and

(c) Properly labeled.

(7) Medication shall not be given to a child if the medication's expiration date has passed.

Findings:

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

1.) Pain relief medication was found within the Infant classroom; a permission form was not available for this medication.

2.) A tube of Aquaphor was found in the Infant classroom; the tube was not labeled with a child's name.

3.) A tube of Aquaphor was found in the One-year-old classroom; the tube was not labeled with a child's name.

4.) Infant pain reliever and Advil were found in the second One-year-old classroom. These medications were not labeled with a child's name, and a permission for use form was not presented. Additionally, a container of Tylenol was located within this classroom without a permission for use.

5.) Medicated ointment was found in a child's diaper cubby within the two-year-old classroom; the ointment was not labeled with a child's name.

Outdoor Play Area

In Compliance

Equipment

Not In Compliance

860 - Toys/Furniture

Not In Compliance

922 KAR 2:120. Section 13. Toys and Furnishings.

(1) All toys and furniture contacted by a child shall be:

(a) Kept clean and in good repair; and

(b) Free of peeling, flaking, or chalking paint.

Findings:

General: Based on observation, the following was found:

1.) A blue vinyl foam climber in the One-year-old classroom was ripped in several areas, exposing the foam underneath. This renders the equipment unable to be properly sanitized.

2.) Three feeding chairs in the Infant classroom were missing the safety strap.

Transportation

In Compliance

Kitchen Requirements

Not In Compliance

1065 - Bottles

Not In Compliance

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

(9) Bottles shall be:

(a) Individually labeled;

(b) Promptly refrigerated;

(c) Covered while not in use; and

(d) Consumed within one (1) hour of being heated or removed from the refrigerator.

Findings:

General: Based on observation, one uncapped and unlabeled bottle was observed in the Infant refrigerator.

Food Service

In Compliance

**Inspection Report**

**Meal Planning/Center Provides Meals**  
**Meal Planning/Center Does Not Provide Meals**  
**Children's Records**

**In Compliance**  
**In Compliance**  
**Not In Compliance**

**1250 - Enrollment Information**

**Not In Compliance**

**922 KAR 2:090. Section 9. Records.**  
**(1) A child-care center shall maintain:**  
**(b) A written record for each child:**  
**1. Completed and signed by the child's parent;**  
**2. Retained on file on the first day the child attends the child-care center; and**  
**3. To contain:**  
**a. Identifying information about the child, which includes, at a minimum, the child's name, address, and date of birth;**  
**b. Contact information to enable a person in charge to contact the child's:**  
**(i) Parent at the parent's home or place of employment;**  
**(ii) Family physician; and**  
**(iii) Preferred hospital;**  
**c. The name of each person who is designated in writing to pick-up the child;**  
**d. The child's general health status and medical history including, if applicable:**  
**(i) Allergies;**  
**(ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and**  
**(iii) Permission from the parent for third-party professional services in the child-care center;**  
**e. The name and phone number of each person to be contacted in an emergency involving or impacting the child;**  
**f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;**

**Findings:**

General: Based on review of documentation, one child did not have a physician contact number listed in their enrollment information.

**Written Documentation**

**Not In Compliance**

**1285 - Earthquake/Tornado/Fire Drills**

**Not In Compliance**

**922 KAR 2:090. Section 9. Records.**  
**(1) A child-care center shall maintain:**  
**(h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;**  
**(i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;**

**Findings:**

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

- 1.) There was no evidence documenting that an Earthquake drill had been practiced in the second quarter of 2021.
- 2.) The names of the children who had participated in the Fire, Tornado, and Earthquake drills were not documented.

**Posted Documentation**

**Not In Compliance**

**1310 - Posting Requirements**

**Not In Compliance**

**922 KAR 2:090. Section 8. General.**  
**(6) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:**  
**(a) The provider's preliminary or regular license;**  
**(b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;**  
**(c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;**  
**(d) Information on the Kentucky Consumer Product Safety Program and the program's Web site as specified in KRS 199.897;**  
**(e) A description of services provided by the child-care center, including:**  
**1. Current rates for child care; and**  
**2. Each service charged separately and in addition to the basic rate for child care;**  
**(f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and**  
**(g) Daily planned program.**

**Findings:**

General: Based on observation and review of documentation, the 2020 statement of deficiency and corresponding plan of correction were not posted for public inspection.

**1325 - Daily Activities**

**Not In Compliance**

**922 KAR 2:090. Section 10. Director Requirements and Responsibilities.**  
**(1) 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 classroom;**

**Findings:**

General: Based on observation and review of documentation, the lesson plans posted in both One-year-old classrooms were not current; one plan was dated 9/13/21, and the second plan was dated 8/9/21.

**Inspection Report**

**1330 - Diapering/Handwashing**

**Not In Compliance**

**922 KAR 2:120. Section 12. Toilet, Diapering, and Toiletry Requirements.  
(9) The proper methods of diapering and hand-washing shall be posted at each diaper changing area.**

**Findings:**

General: Based on observation and review of documentation, the handwashing steps were not posted in the One-year-old classroom.

**Animals**

**In Compliance**

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Signature of Provider/Representative

Title

Date