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**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

<b>Provider Name:</b> Ridgewood Child Development Center	<b>Provider Information</b>	<b>CLR No:</b> L350458
<b>Provider Address:</b> 6209 Greenwood Road, Louisville, KY, 40258	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 99
<b>Owner(s):</b> Ridgewood Baptist Church, Inc.		<b>Director(s):</b> Ploetner, Christina Jean

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 218651
<b>Date Initiated:</b> 02/13/2017 10:00 AM	<b>Date Concluded:</b> 02/13/2017 2:30 PM	
	<b>No. of Children Present:</b> 56	

Inspection Report	
<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>75 - Liability Insurance</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 6. License Issuance.</b> <b>(11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:</b> <b>(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;</b>	
<b>Findings:</b> General: Based on Review of Documentation and interview, the child care center failed to comply with regulatory requirements. Review of the presented liability insurance revealed that the policy was no longer current as it expired 6/12/16. Interview with the Director revealed that she was unable to locate a copy of the current policy at the time of the survey.	
<b>Director Requirements</b>	<b>Not In Compliance</b>
<b>260 - Staff Evaluation</b>	<b>Not In Compliance</b>
<b>922 KAR 2:110. Section 4. Director Requirements and Responsibilities.</b> <b>(1) Effective with the adoption of this administrative regulation, a director shall:</b> <b>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</b>	
<b>Findings:</b> General: Based on Review of Documentation and interview, the child care center director failed to assure compliance with regulatory requirements. Review of the employee files presented failed to have current written annual performance evaluations for employees with hire dates 10/21/08, 10/15/15, 11/10/15, 9/1/06, 4/9/01 and 11/10/15. Interview with the Director revealed this documentation was not available for review at the time of the survey.	
<b>265 - Health, Safety, Comfort</b>	<b>Not In Compliance</b>
<b>922 KAR 2:110. Section 4. Director Requirements and Responsibilities.</b> <b>(1) Effective with the adoption of this administrative regulation, a director shall:</b> <b>(l) Provide for the health, safety, and comfort of each child;</b>	
<b>Findings:</b> General: Based on Observation, the child care center director failed to assure compliance with regulatory requirements. Observation of the Indoor Gross Motor Room revealed one (1) exposed electrical outlet by Room #2 and a wooden kids chair. Observation of Room 100 revealed the following exposed electrical outlets: Two (2) located in the blocks center, one (1) located in the art center and two (2) located by the homework table. Observation of the Men's Restroom on the lower level revealed a towel paper roll on the floor next to the sink. Observation of Room 104 revealed one (1) exposed electrical outlet under the activity board and under the birthday board. Review of Room 105 revealed one (1) exposed electrical outlet located in the blocks center, under the happy birthday cakes sign and by the supplies closet. Observation of the Young Toddlers Room revealed two (2) exposed electrical outlets located under the window. Observation of Room 204 revealed one (1) exposed electrical outlet located in the blocks center.	

## 300 - Background checks/left alone

Not In Compliance

**922 KAR 2:090. Section 6. License Issuance.****(5) An individual described in subsection (4) of this section shall:****(a) Submit to background checks described in paragraph (b) of this subsection;****(b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:****1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;****2. Criminal records check required by KRS 199.896(19);****3. Criminal records check for any previous state of residence if the person resided outside the state of Kentucky in the last five (5) years; and****4. An address check of the Sex Offender Registry; and****(c) Not be left alone in the presence of a child until copies of the background checks in accordance with paragraph (b) of this subsection have been received by the licensee.****Findings:**

General: Based on Review of Documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of the presented staff files revealed a staff member with hire date 2/6/17 did not have a criminal record check. Interview with the director revealed that she was unable to locate the document at the time of the survey and that the employee never works alone.

## 315 - Educational Requirements

Not In Compliance

**922 KAR 2:110. Section 5. Staff Requirements.****(1) Child-care center staff:****(a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:****1. High school diploma;****2. GED or qualifying documentation from a comparable educational entity; or****3. Commonwealth Child Care Credential as described in 922 KAR 2:250;****Findings:**

General: Based on Review of Documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of presented staff files revealed staff members with hire dates 9/13/16, 8/22/16 and 10/25/16 did not have a high school diploma, GED or Commonwealth Child Care Credential on file. Interview with the Director revealed that she was unable to locate educational documentation for the staff members at the time of the survey.

## 320 - TB Verification

Not In Compliance

**922 KAR 2:110. Section 5. Staff Requirements.****(1) Child-care center staff:****(b) Shall provide, prior to employment and every two (2) years thereafter:****1. A statement from a health professional that the individual is free of active tuberculosis; or****2. A copy of negative tuberculin results.****Findings:**

General: Based on Review of Documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of staff files revealed a staff member with the hire date 6/2/16 did not have written documentation from a health care professional to verify that the individual was free from active TB. Interview with the director revealed she was unable to locate the document at the time of the survey.

## 340 - Training

Not In Compliance

**922 KAR 2:110. Section 5. Staff Requirements.****(14) In accordance with KRS 199.896(15) and (16), a staff person with supervisory authority over a child shall complete the following:****(a) Six (6) hours of cabinet-approved orientation within the first three (3) months of employment;****(b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment, including one and one-half (1 ½) hours of pediatric abusive head trauma training; and****(c) Fifteen (15) hours of cabinet-approved early care and education training during each subsequent year of employment, including one and one-half (1 ½) hours of pediatric abusive head trauma training completed once every five (5) years.****Findings:**

General: Based on Review of Documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of presented staff files revealed a staff member with hire date 2/1/16 did not contain documentation to verify the nine (9) hours of cabinet approved training had been completed. Review of the ECE-TRIS report verified that the staff member did not complete the nine (9) hours of cabinet approved training. Interview with the Director revealed she was unable to locate documentation to verify that the staff member had completed nine (9) hours of cabinet approved training. Continued review of presented staff files revealed a staff member with hire date 4/20/16 had not completed orientation training within the first ninety (90) days of employment.

**345 - Driver Requirements**

**Not 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.**

**Findings:**

General: Based on Review of Documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of the presented staff files revealed child care center drivers with hire dates 10/21/08 and 7/27/15 did not contain a current Kentucky driver history record. The presented staff files revealed the Kentucky driver history record had not been completed since 1/7/16 for the staff member with hire date 10/21/08 and 9/9/16 for the staff member with hire date 7/27/15. Interview with the director revealed that she was unable to locate a current driver history record at the time of the survey.

**Programming**

**In Compliance**

**Premises**

**Not In Compliance**

**500 - Building Requirements**

**Not 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.**

**Findings:**

General: Based on Observation, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of Room 201 revealed a fluorescent light covering that was cracked exposing the fluorescent light bulbs. Observation of the Nursery revealed a fluorescent light covering that was cracked exposing the fluorescent light bulbs.

**520 - 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, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of Room 100 revealed peeling yellow paint and yellow paint chips on the floor in the blocks center. Continued observation of Room 100 revealed a hole in the wall the size of a quarter under the activity board. Observation of the Men's Bathroom on the lower level revealed a ceiling above the only stall with peeling paint and a hole exposing the drywall. Observation of Room 105 revealed missing floor tiles under the table in the arts center and under the happy birthday cakes sign. Continued observation of Room 105 revealed a broken door knob on the door leading to the storage closet exposing the inside of the doorknob. Observation of Room 203 revealed ceiling tiles that were soiled with brown water stains and detached from both ceiling vents. Observation of Room 204 revealed a hole in the ceiling tile exposing electrical wires.

**590 - Toilet**

**Not 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.**

**Findings:**

General: Based on Observation, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of the Men's Bathroom on the lower level revealed that the bathroom did not have ventilation to outside air. Observation of Women's and Men's Bathroom's on the main floor revealed that they failed to have ventilation to outside air.

Inspection Report	
<b>Hygienic Practices</b>	<b>Not In Compliance</b>
<b>625 - Diaper Changing Area/Surface</b>	<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.</b> <b>(10) When a child is diapered, the child shall:</b> <b>(b) Be placed on a surface that is:</b> 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.	
<b>Findings:</b> General: Based on Observation, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. Observation of the Young Toddlers Room revealed a changing pad that was torn exposing the absorbent material. Observation of Room 204 revealed a changing pad that was soiled with a brown substance and a black sticky substance.	
<b>First Aid/Medication</b>	<b>Not In Compliance</b>
<b>670 - Medication</b>	<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 7. First Aid and Medicine.</b> <b>(6) Medication, including refrigerated medication, shall be:</b> <b>(a) Stored in a separate and locked place, out of the reach of a child;</b> <b>(b) Kept in the original bottle; and</b> <b>(c) Properly labeled.</b> <b>(7) Medication shall not be given to a child if the expiration date on the bottle has passed.</b>	
<b>Findings:</b> General: Based on Observation, the child care center failed to comply with the regulatory requirements regarding first aid and/or medication. Observation of Room 202 revealed a tube of Vitamin A&D ointment and regular A&D ointment was located in a child's cubby, not in a separate and locked place. Observation of Room 201 revealed a tube of Aquaphor cream located in a child's cubby, not in a separate and locked place. Observation of the Nursery revealed tubes of Walgreens and Comfort Care diaper rash ointment located in the children's cubbies, not in a separate and locked place.	
<b>Outdoor Play Area</b>	<b>Not In Compliance</b>
<b>695 - Protective Surface</b>	<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 4. Premises Requirements.</b> <b>(21) A protective surface shall:</b> <b>(a) Be provided for outdoor play equipment used to:</b> 1. Climb; 2. Swing; and 3. Slide; and <b>(b) Have a fall zone equal to the height of the equipment.</b>	
<b>Findings:</b> General: Based on Observation, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. Observation of the Bigger outside play area revealed that there was not a protective surface at the bottom of the slide; there was only rocks at the bottom of the slide.	
<b>700 - Fences</b>	<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 4. Premises Requirements.</b> <b>(23) Fences shall be:</b> <b>(a) Constructed of safe material;</b> <b>(b) Stable; and</b> <b>(c) In good condition.</b>	
<b>Findings:</b> General: Based on Observation, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. Observation of the outdoor play revealed that the top of the metal pole holding the fence together was broken off exposing the sharp pieces of the metal pole. Observation of the Infant/Toddler outside play area revealed a bent pole and wire fence in the back right corner of the outside play area.	

Inspection Report	
Equipment	Not In Compliance
<b>710 - Play Equipment</b>	<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 4. Premises Requirements.</b> <b>(24) Supports for climbing apparatus and large equipment shall be securely fastened to the ground.</b> <b>(25) Crawl spaces, such as tunnels, shall be short and wide enough to permit access by adults.</b> <b>(26) A sandbox shall be:</b> <b>(a) Constructed to allow for drainage;</b> <b>(b) Covered when not in use;</b> <b>(c) Kept clean; and</b> <b>(d) Checked for vermin prior to use.</b>	
<b>Findings:</b> General: Based on Observation, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the Bigger outside play area revealed a blue climbing apparatus that was not securely fastened to the ground.	
<b>755 - Toys/Equipment/Furniture</b>	<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 11. Toys and Furnishings.</b> <b>(1) All toys, equipment, and furniture contacted by a child shall be:</b> <b>(a) Kept clean and in good repair; and</b> <b>(b) Free of peeling, flaking, or chalking paint.</b>	
<b>Findings:</b> General: Based on Observation, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of Room 100 revealed brown carpet that was soiled with black spots throughout the room. Continued observation of Room 100 revealed a bookshelf labeled "BLOCKS" in the block center that had a hole in the top right corner of the back of the bookshelf and a bookshelf labeled "GAMES" had a nail protruding from the top of the book shelf. Observation of Room 104 revealed a multi-colored rug located by the entrance to the room that was dirty and soiled with brown spots. Continued observation of Room 104 revealed a pink bean bag that was torn exposing the stuffing. Observation of Room 105 revealed a shapes rug that was dirty and soiled with black spots. Observation of the Young Toddlers Room revealed a pink and black stuffed dog that was torn exposing the stuffing.	
<b>760 - Indoor/Outdoor Equipment</b>	<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 11. Toys and Furnishings.</b> <b>(2) Indoor and outdoor equipment shall:</b> <b>(a) Be clean, safe, and in good repair;</b> <b>(b) Meet the physical, developmental needs, and interests of children of different age groups;</b> <b>(c) Be free from sharp points or corners, splinters, protruding nails or bolts, loose or rusty parts, hazardous small parts, lead-based paint, poisonous material, and flaking or chalking paint; and</b> <b>(d) Be designed to guard against entrapment or situations that may cause strangulation.</b>	
<b>Findings:</b> General: Based on Observation, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the outside play area revealed a red, metal sit on apparatus that had peeling, flaking paint all over the toy.	
Transportation	Not In Compliance
<b>820 - Vehicle Equipment</b>	<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 12. Transportation.</b> <b>(4) A vehicle used to transport children shall be equipped with:</b> <b>(a) A fire extinguisher;</b> <b>(b) First aid supplies as described in Section 7 of this administrative regulation;</b> <b>(c) Emergency reflective triangles; and</b> <b>(d) A device to cut the restraint system, if necessary.</b>	
<b>Findings:</b> General: Based on Observation and interview, the child care center failed to comply with regulatory requirements regarding transportation. Observation of the van used to transport children in care and interview with the Director revealed the first-aid supplies failed to be equipped with liquid soap and a cold pack at the time of the survey.	
Food Service	Not In Compliance
<b>935 - Refrigerator</b>	<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 8. Kitchen Requirements.</b> <b>(4) A cold-storage facility used for storage of perishable food in a nonfrozen state shall:</b> <b>(a) Have an indicating thermometer or other appropriate temperature measuring device;</b> <b>(b) Be in a safe environment for preservation; and</b> <b>(c) Be forty (40) degrees Fahrenheit or below.</b>	
<b>Findings:</b> General: Based on Observation, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the Nursery revealed a mini-fridge used to store infant's milk that was not equipped with an indicating thermometer or any other appropriate temperature measuring device.	

**Inspection Report****Children's Records****Not In Compliance****1075 - Enrollment Information****Not In Compliance****922 KAR 2:110. Section 3. Records.****(1) A child-care center shall maintain:****(b) A written record for each child:**

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

**Findings:**

General: Based on Review of Documentation and interview, the child care center failed to maintain children's records in accordance with regulatory requirements. Review of children's files revealed the following: 1. Nine (9) files did not contain the parents preferred hospital information; 2. Two (2) files did not contain information for the family physician. Interview with the director revealed she was unable to locate the documentation at the time of the survey.

**Written Documentation****Not In Compliance****1105 - Professional Development****Not In Compliance****922 KAR 2:110. Section 3. Records.****(1) A child-care center shall maintain:****(f) A written annual plan for child-care staff professional development;****Findings:**

General: Based on Review of Documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of presented staff files revealed the child care center failed to have a written annual professional development plan for staff members with the hire dates 10/21/08, 10/15/15, 11/10/15, 9/1/06, 4/9/01 and 11/10/15. Interview with the director revealed that she was unable to locate the documentation at the time of the survey.

**1135 - Orientation Procedure****Not In Compliance****922 KAR 2:120. Section 2. Child Care Services.****(3)(b) The program shall include:****2. Written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member.****Findings:**

General: Based on Review of Documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of the documentation revealed a written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member was not presented for review at the time of the survey. Interview with the director revealed that the center did not have this written policy.

**Posted Documentation****Not In Compliance****1155 - Posting Requirements****Not In Compliance****922 KAR 2:110. Section 2. General.****(7) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:**

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

**Findings:**

General: Based on Review of Documentation, the child care center failed to post documentation in accordance with regulatory requirements. Review of the documentation in Room 104 revealed that there was not a daily schedule posted at the time of survey.

# Inspection Report

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 classroom;

### Findings:

General: Based on Review of Documentation, the child care center failed to post documentation in accordance with regulatory requirements. Review of documentation in Room 100 revealed that there was not a lesson plan of developmentally and age appropriate activities posted in the room at the time of survey. Review of documentation in Room 104 revealed that there was not a dated lesson plan posted in the room at the time of the survey. Review of documentation in Room 105 revealed that there was not a dated lesson plan posted in the room at the time of the survey. Observation of Room 204 revealed that there was not a dated lesson plan posted in the room at the time of the survey.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date