



**CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL**

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Inspection Report

Provider Name: The Oak School	Provider Information	CLR No: L358574
Provider Address: 138 North Evergreen Road, Ste. 109, Louisville, KY, 40243	Provider Type: LICENSED TYPE I	Capacity: 87
Owner(s): Leap, Inc.		Director(s): Wheatley, Amanda Mae

Inspection Type: Renewal Application	Inspection Information	Inspection No: 293363
Date Initiated: 08/20/2020 8:40 AM	Date Concluded: 08/20/2020 11:45 AM	
	No. of Children Present: 22	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
155 - Liability Insurance	Not In Compliance
922 KAR 2:090. Section 6. License Issuance. (8) 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;	
Findings:	
General: Based on interview and review of documentation, the staff in charge did not present verification that the child care center maintained a current copy of liability insurance coverage. Review of the documentation revealed the insurance had expired in 2/2020.	
Director Requirements	Not In Compliance
350 - Health, Safety, Comfort	Not In Compliance
922 KAR 2:090. Section 10. Director Requirements and Responsibilities. (1) A director shall: (I) Assure the health, safety, and comfort of each child;	
Findings:	
General: Based on observation, the restroom located off the two year-old classroom contained a toilet brush, sitting next to the toilet. Continued observation revealed several outlet covers missing throughout the classrooms.	

Inspection Report

Employee Records

Not In Compliance

390 - Educational Requirements

Not In Compliance

922 KAR 2:090. Section 11. 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 interview and review of documentation, the staff in charge did not present verification that the record of the employee with the hire date of 08/31/2019 contained a copy of a High school diploma or GED or qualifying documentation from a comparable educational entity or Commonwealth Child Care Credential.

410 - Training

Not In Compliance

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

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

- (a) Six (6) hours of cabinet-approved orientation 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 cabinet-approved 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 cabinet-approved pediatric abusive head trauma training completed once every five (5) years.**

Findings:

General: Based on interview and review of documentation, the staff in charge did not present verification that the staff members with the hire dates of 09/02/2007 and 4/30/2019 had met the requirement of completing one and one-half (1 ½) hours of pediatric abusive head trauma training. Review of documentation in the ECE-TRIS training system revealed the staff members listed above had not met the requirements.

Programming

Not In Compliance

420 - Program of Activities Followed

Not In Compliance

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) Unless the child-care center is a before- or after-school program that operates part day or less, that offers a variety of creative activities**

including:

- 1. Art or music;**
- 2. Math or numbers;**
- 3. Dramatic play;**
- 4. Stories and books;**
- 5. Science or nature;**
- 6. Block building or stacking;**
- 7. Tactile or sensory activity;**
- 8. Multi-cultural exposure;**
- 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;**

Findings:

General: Based on interview and review of documentation, the staff in charge did not present verification that the daily activity of programming was posted in writing that had been updated to reflect the current week that included the activities that are individualized and developmentally appropriate for each child in the one-year-old and pre-k classrooms.

Premises

Not In Compliance

520 - 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, in the two-year-old classroom there was a staff purse sitting on the children's table, which was within reach of the children; therefore making the purse accessible to the children.

540 - Premises Requirements

Not 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;

Findings:

General: Based on observation, the doors leading into the classrooms throughout the center had a grimy buildup of dark stains. The sink in the preschool classroom was not maintained; one side of the cabinet door had the pressboard that was exposed. The outlet cover located near the front door in the pre-k classroom was not securely fastened to the wall. There was an exposed gap.

580 - 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 carpet leading into the pre-k classroom had several areas where the carpet had ripped threads of carper hanging loosley. There were several missing tiles on the floor in the pre-k classroom.

650 - 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: Observation of the restroom in the two-year-old classroom revealed that the ventilation system was non-operational.

Hygienic Practices

Not In Compliance

685 - Diaper Changing Area/Surface

Not 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.

Findings:

General: Based on observation of the changing table located between the two infant classrooms, there were two (2) small rips. Therefore, the changing pad was not kept in a hygienic manner.

First Aid/Medication

Not In Compliance

715 - First Aid Supplies

Not In Compliance

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

- (1) First aid supplies shall:**
(a) Be available to provide prompt and proper first aid treatment;
(b) Be stored out of reach of a child;
(c) Be periodically inventoried to ensure the supplies have not expired;
(d) If reusable, be:
1. Sanitized; and
2. Maintained in a sanitary manner; and
(e) Include:
1. Liquid soap;
2. Adhesive bandages;
3. Sterile gauze;
4. Medical tape;
5. Scissors;
6. A thermometer;
7. Flashlight;
8. Cold pack;
9. First aid book;
10. Disposable gloves; and
11. A cardiopulmonary resuscitation mouthpiece protector.

Findings:

General: Based on observation, the staff in charge did not present a first-aid supplies that included a First-Aid Book or medical tape.

Inspection Report

730 - 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 12(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, the changing table in the one-year-old classroom contained several tubes of diaper creams, along with grape gas drops. The items were not labeled for individual use and were not locked and secured.

Outdoor Play Area

Not In Compliance

760 - Fences

Not 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.

Findings:

General: Based on observation, there were several wooden fence slats that were missing from the fence. There was one slat that was laying in the play area and accessible to the children.

Equipment

Not In Compliance

790 - Crib/Mattress/Sheet

Not 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:
(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;

Findings:

General: Based on observation in the infant classroom, there were three (3) of the three (3) crib mattress sheets that were not tight fitting. The sheets had excessive material.

810 - Individual Bedding Storage

Not In Compliance

922 KAR 2:120. Section 6. Sleeping and Napping Requirements.
(9) Individual bedding shall be stored in a sanitary manner.

Findings:

General: Based on observation, the cots and blankets utilized for napping were stacked on top of each other with the individual bedding touching. Therefore, the individual bedding was not stored in a sanitary manner.

820 - Indoor/Outdoor Equipment

Not 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 paint, poisonous material, and flaking or chalking paint; and
(d) Be designed to guard against entrapment or situations that may cause strangulation.

Findings:

General: Based on observation during the lunch meal, the bucket table in the on-year-old classroom did not contain straps to secure the children while in use. Continued observation revealed the changing table had a buildup of grime and dirt on the surfaces.

Inspection Report

Transportation

Not In Compliance

865 - Transportation Notification/Policy & Procedures Regarding Emergency Plan for Evacuation

Not In Compliance

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 of the:**
 - (e) Agency policy and procedures relating to an emergency plan for evacuating the vehicle;**

Findings:

General: Based on interview and review of documentation, the staff in charge did not present verification that the child care center maintained policies and procedures relating to an emergency plan for evacuating the vehicle.

Food Service/Food Program

In Compliance

Food Service

Not In Compliance

1010 - Kitchen Requirements

Not In Compliance

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.**

Findings:

General: Based on observation, the exhaust vent located above the stove top had a buildup of grease and grime. The lower cabinets in the kitchen was stained with an unknown substance.

Children's Records

Not In Compliance

1135 - Immunization

Not In Compliance

922 KAR 2:090. Section 9. Records.

- (1) A child-care center shall maintain:**
 - (a) A current immunization certificate for each child in care within thirty (30) days of the child's enrollment, unless an attending physician or the child's parent objects to the immunization of the child pursuant to KRS 214.036;**

Findings:

General: Based on interview and review of documentation, the staff in charge did not present verification that the record of the child with the enrollment date of 02/21/2018 contained a current immunization record.

1140 - Enrollment Information

Not In Compliance

922 KAR 2:090. Section 9. Records.

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

Findings:

General: Based on observation, interview and review of documentation, the staff in charge did not present verification that five (5) of the ten (10) files reviewed contained information listing a preferred hospital. Continued review revealed the record for a child with the enrollment date of 07/24/2020 did not contain verification of a person that was designated to pick up the child.

Inspection Report

Written Documentation

Not In Compliance

1150 - Evacuation Plan

Not In Compliance

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 may pose a health or safety hazard for a child in care in accordance with KRS 199.895 and 42 U.S.C. 9858c(c)(2)(U).

Findings:

General: Based on interview and review of documentation, the staff in charge did not present verification that the evacuation plan in the event of a fire, natural disaster, or other threatening situation that may pose a health or safety hazard for a child in care had been updated and submitted to the local emergency management team within the last year.

1170 - Professional Development

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

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

Findings:

General: Based on observation, the staff in charge did not provide verification that nine (9) of the nine (9) eligible employees' records contained an annual plan for child-care staff professional development that had been completed.

Posted Documentation

In Compliance

Animals

Not Applicable

Emergency Regulation

In Compliance

Signature of
Provider/Representative

Title

Date