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**Inspection Report**

|  |                                       |   |
|--|---------------------------------------|---|
| <b>Provider Name:</b> V. I. P. Early Learning Center                         | <b>Provider Information</b>           | <b>CLR No:</b> L358572                      |
| <b>Provider Address:</b> 1392 Trent Blvd, Suites 3 & 4, Lexington, KY, 40517 | <b>Provider Type:</b> LICENSED TYPE I | <b>Capacity:</b> 49                         |
| <b>Owner(s):</b> Vip Childcare Inc   |                                       | <b>Director(s):</b> Fisher, Tamiko Rochelle |

|   |  |                              |
|---|--|------------------------------|
| <b>Inspection Type:</b> Renewal Application | <b>Inspection Information</b>              | <b>Inspection No:</b> 219158 |
| <b>Date Initiated:</b> 04/12/2017 9:45 AM   | <b>Date Concluded:</b> 04/12/2017 11:15 AM |                              |
|   | <b>No. of Children Present:</b> 25         |                              |

| Inspection Report           |                          |
|-----------------------------|--------------------------|
| Supervision                 | In Compliance            |
| Staffing Requirements       | In Compliance            |
| General Administration      | In Compliance            |
| Director Requirements       | In Compliance            |
| Employee Records            | Not In Compliance        |
| <b>310 - Personnel File</b> | <b>Not In Compliance</b> |

**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;

**Findings:**

General: Based on Review of Documentation, staff hired on 09/06/15 did not have Orientation I and II on file. Staff person stated that she had taken it several years ago and should be in her file. ECE-TRIS did not list Orientation I and II had been taken.

Inspection Report

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, staff rehired on 01/11/17 did not have education documentation on file.

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 1/2) 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 1/2) hours of pediatric abusive head trauma training completed once every five (5) years.

Findings:

General: Based on Review of Documentation, staff hired on 06/01/07, 09/06/15 and 09/01/04 did not have the required fifteen (15) hours of cabinet approved training on file. This was verified through ECE-TRIS.

Programming

In Compliance

Premises

Not In Compliance

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, several water spots were found on the ceiling tiles in the preschool classroom.

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

Not In Compliance

735 - Individual Bed/Mat/Cot and Bedding

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:

- (b) For a toddler or preschool-age child:
  - 1. An individual bed, a two (2) inch thick waterproof mat, or cot in good repair; and
  - 2. Bedding that is in good repair and is changed:
    - a. Weekly; or
    - b. Immediately if it is soiled or wet.

Findings:

General: Based on Observation, there was blue duct tape found on the ends of the cots used in the preschool classroom.

Transportation

Not In Compliance

780 - Transportation Compliance

Not In Compliance

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.

Findings:

General: Based on Review of Documentation, the registration tags on the vehicle expired 10/16. The staff could not locate current registration paperwork for the vehicle.

Food Service

In Compliance

**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, children enrolled on 11/20/16 and 03/17/17 did not have a preferred hospital listed on their enrollment information.

**Written Documentation**

**In Compliance**

**Posted Documentation**

**Not In Compliance**

**1150 - License**

**Not In 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.**

**Findings:**

General: Based on Interview, the staff person in charge stated that she could not locate the center's license certificate.

**Animals**

**Not Applicable**

Signature of Provider/Representative

Title

Date