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Inspection Report

| | | |
|------------------------------------------------------------------------|---------------------------------------|-------------------------------------------|
| Provider Name: Notebook Learning Center | Provider Information | CLR No: L358742 |
| Provider Address: 3397 Burkland Blvd, Shepherdsville, KY, 40165 | Provider Type: LICENSED TYPE I | Capacity: 73 |
| Owner(s): Notebook Learning Center, LLC | | Director(s): Bixler, Amanda Nicole |

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|---------------------------------------------|--------------------------------------------|------------------------------|
| Inspection Type: Renewal Application | Inspection Information | Inspection No: 243575 |
| Date Initiated: 02/05/2018 8:45 AM | Date Concluded: 02/05/2018 11:35 AM | |
| | No. of Children Present: 46 | |

| Inspection Report | |
|------------------------|-------------------|
| Supervision | In Compliance |
| Staffing Requirements | In Compliance |
| General Administration | In Compliance |
| Director Requirements | Not In Compliance |

265 - Health, Safety, Comfort 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:
(l) Provide for the health, safety, and comfort of each child;

Findings:

General: Based on review of documentation, observation, and interview, the child care director failed to assure compliance with regulatory requirements. During viewing of a video of the four-year-old classroom it was observed that the staff took his open palm and pushed a four-year-old child on the back of his head. In interview, the staff stated that the child would not move in the right direction.

Employee Records Not In Compliance

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, interview, and observation, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the criminal records check (CRC) had been submitted/conducted within the required timeframes as required by 922 KRS1:470, for the employee with the hire date of 08/09/2017. The check was conducted on 01/03/2018. The staff was not observed working alone.

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 and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the record of the employee with the hire date of 01/29/2018 contained a copy of a High school diploma; or a GED or qualifying documentation from a comparable educational entity; or Commonwealth Child Care Credential as described in 922 KAR 2:250 of educational qualifications.

Programming

In Compliance

Premises

Not In Compliance

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 restroom located in the three-year-old classroom revealed the ventilation system was not working properly.

Hygienic Practices

In Compliance

First Aid/Medication

Not In Compliance

670 - 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;
- (b) Kept in the original bottle; and
- (c) Properly labeled.

(7) Medication shall not be given to a child if the expiration date on the bottle has passed.

Findings:

General: Based on observation, the child care center failed to comply with regulatory requirements regarding first aid and or medication. Located on the edge of the diaper changing table, there were several tubes of Destin diaper cream, Aquaphor, and diaper paste. The items were labeled; however, they were not secure.

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

Food Service

In Compliance

Children's Records

In Compliance

Written Documentation

In Compliance

Posted Documentation

In Compliance

Animals

In Compliance

Signature of Provider/Representative

Title

Date