



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

Andy Beshear
Governor

Melissa A. Moore, Director
Division of Regulated Child Care
Northern Branch
908 W. Broadway, 10-W
Louisville, KY 40203
Phone: (502) 595-5781 Fax: (502) 595-5773
<https://chfs.ky.gov/agencies/os/oig>

Eric C. Friedlander
Secretary

Adam Mather
Inspector General

Inspection Report

Provider Name: Academy of Learning Primary House 2	Provider Information	CLR No: L358902
Provider Address: 1448 West Lincoln Trail Blvd, Radcliff, KY, 40160	Provider Type: LICENSED TYPE I	Capacity: 171
Owner(s): Academy Of Learning-Radcliff, LLC		Director(s): Decker-Coots, Kimberly Michelle

Inspection Type: Renewal Application	Inspection Information	Inspection No: 242122
Date Initiated: 10/26/2017 9:20 AM	Date Concluded: 10/26/2017 1:39 PM	
	No. of Children Present: 38	

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

255 - Staff Meeting **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:
(i) Conduct, manage, and document in writing staff meetings;

Findings:

General: Based on review of documentation and interview, the childcare center failed to comply with regulatory requirements regarding director requirements. The documentation of staff meetings was not available with for review. Interview with the director revealed this information was unavailable at the time of survey.

260 - Staff Evaluation **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:
(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;

Findings:

General: Based on review of documentation and interview, the childcare center failed to comply with regulations for director requirements. Review of staff files revealed an annual performance evaluation was not presented for eight (8) staff member. Interview with the director revealed this information was unavailable at the time or survey.

Employee Records	Not In Compliance
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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 regulations. Review of staff files revealed two (2) staff members with the hire dates of 01/05/2009 and 01/05/2009 failed to have records of tuberculin results or a statement from a health professional verifying that the individual is free of active tuberculosis on file. Interview with the director revealed this information as unavailable at the time of survey.

Inspection Report

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 regulations. Review of staff files and ECE-TRIS report revealed the fifteen (15) hours of cabinet approved training was not presented for review at the time of survey for eight (8) staff members. Interview with the director revealed this information was unavailable at the time of survey.

Programming

Not In Compliance

435 - Bedding/Toys in Crib

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:**
 - 3. No loose bedding; and**
 - 4. No toys or other items except the infant's pacifier;**

Findings:

General: Based on observation, the child care center failed to comply with regulations regarding programming. Observation in the infant room revealed five (5) cribs with loose blankets in them. Further observation revealed a six-month old baby laying asleep in a crib with a loose blanket.

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, the child care center failed to comply with regulations regarding premises. There were several areas of paint chipping from the wall in the following rooms: two-year-old room, three-year-old room, pre-k room, pre-k bathroom, girl's bathroom and school age room. The carpet is torn and frayed, exposing fabric at the seams causing a tripping hazard in the following rooms: two-year-old room, three-year-old room, pre-k room, and kindergarten 1 room. There is a hole in the wall exposing drywall and insulation in the following rooms: pre-k room, pre-k bathroom, and school age room. In the kindergarten 1 room there is a floor board separating the tile flooring and the carpet causing a tripping hazard.

580 - Toilet Room

Not In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(2) A toilet room shall:

- (a) 1. Be provided for each gender; or**
- 2. A plan shall be implemented to use the same toilet room at separate times;**
- (b) Have a supply of toilet paper; and**
- (c) Be cleaned and sanitized daily.**

Findings:

General: Based on observation, the child care center failed to comply with regulations regarding premises. Observation revealed there was no toilet paper in the toddler A bathroom.

585 - Sink

Not In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(3) A sink shall be:

- (a) Located in or immediately adjacent to toilet rooms;**
- (b) Equipped with hot and cold running water that allows for hand washing;**
- (c) Equipped with hot water at a minimum temperature of ninety (90) degrees Fahrenheit and a maximum of 120 degrees Fahrenheit;**
- (d) Equipped with liquid soap;**
- (e) Equipped with hand-drying blower or single use disposable hand drying material;**
- (f) Equipped with an easily cleanable waste receptacle; and**
- (g) Immediately adjacent to a changing area used for infants and toddlers.**

Findings:

General: Based on observation, the child care center failed to comply with regulations regarding premises. There was no hand-drying blower or single use disposable hand drying material available in the following bathrooms in the three-year-old room and older toddler room. Further observation revealed there was no liquid soap in the older toddler's room.

Inspection Report

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 and interview, the child care center failed to comply with regulations regarding premises. The bathrooms had no ventilation to outside air in the following rooms: two-year-old room, three-year-old room, pre-k room, older toddlers room, toddler A room, kindergarten 1 room, and the school age room. Review of the SOD revealed this was previously cited as a regulatory violation in the licensure year of 2015.

Hygienic Practices

Not In Compliance

600 - Staff Hygiene/Handwashing

Not In Compliance

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

(5) Staff shall:

- (a) Maintain personal cleanliness;**
- (b) Conform to hygienic practices while on duty; and**
- (c) Wash their hands with liquid soap and running water:**
 - 1. Upon arrival at the center;**
 - 2. After toileting or assisting a child in toileting;**
 - 3. Before and after diapering each child;**
 - 4. After wiping or blowing a child's or own nose;**
 - 5. After handling animals;**
 - 6. After caring for a sick child;**
 - 7. Before and after feeding a child or eating;**
 - 8. Before dispensing medication; and**
 - 9. If possible, before administering first aid.**

Findings:

General: Based on observation, the child care center failed to comply with regulations regarding hygiene practices. Observation in the toddler A room revealed a staff member with a hire date of 03/09/2012 did not wash her hands after completing a diaper change.

625 - 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, the child care center failed to maintain hygienic practices in accordance with regulations. The infant room revealed the diaper changing pad on top of the diaper changing table was torn and tattered exposing fabric at the seams.

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

Not In Compliance

755 - Toys/Equipment/Furniture

Not In Compliance

922 KAR 2:120. Section 11. Toys and Furnishings.

(1) All toys, equipment, 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 child care center failed to comply with regulations regarding equipment. In the kindergarten 1 room the multi color rug was torn and frayed, exposing fabric at the seams causing a tripping hazard. The green stripe couch in the school age room had a hole in it exposing fabric at the seams. Observation in the two-year-old room revealed in the bathroom the handle to the sink's hot water faucet was broken off.

Inspection Report

Transportation

Not In Compliance

785 - Requirements for Transportation Services

Not In Compliance

922 KAR 2:120. Section 12. Transportation.

(2) A center providing or arranging transportation service shall:

- (a) Be licensed and approved by the cabinet or its designee prior to transporting a child;**
- (b) Have a written plan that details the type of transportation, staff schedule, transportation schedule, and transportation route; and**
- (c) Have written policies and procedures, including emergency procedures practiced monthly by staff who transports children.**

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain transportation in accordance with regulations. Review of the Ford vehicle revealed there were no records of the emergency procedures for evacuating the vehicle or record that the procedures had been practiced monthly by staff who transports children. Review of the Ford vehicle revealed there was no transportation route with directions for each trip away from the childcare center. Review of the Ford and Chevy vehicle revealed there was no planned schedule for transportation away from the childcare center. Further review revealed seven (7) school age children in age from four to five years old being transported in the Ford vehicle away from the childcare center to a nearby school. Upon request, the director revealed the records for the vehicle's procedure has not been maintained.

820 - Vehicle Equipment

Not In Compliance

922 KAR 2:120. Section 12. Transportation.

(4) A vehicle used to transport children shall be equipped with:

- (a) A fire extinguisher;**
- (b) First aid supplies as described in Section 7 of this administrative regulation;**
- (c) Emergency reflective triangles; and**
- (d) A device to cut the restraint system, if necessary.**

Findings:

General: Based on observation and interview, the child care center failed to maintain transportation in accordance with regulations. Review of the two (2) vehicle revealed the fire extinguisher had an expired expiration date. Interview with the director revealed she was unaware of the expiration date on the fire extinguisher had expired.

850 - Car Seats

Not In Compliance

922 KAR 2:120. Section 12. Transportation.

(7) The appropriate car safety seat meeting federal and state motor vehicle safety standards in 49 C.F.R. 571.213 and KRS 189.125 shall be used for each child.

Findings:

General: Based on observation and interview, the child care center failed to maintain transportation in accordance with regulations. Review of the Ford vehicle revealed the pink booster seat had an expired expiration date. Further observation revealed a school age child to be seated in the same aforementioned booster seat for transport in the vehicle to a nearby school. Interview with the director revealed she was unaware of the expiration date on the seat had expired.

855 - Pre-trip Inspection

Not In Compliance

922 KAR 2:120. Section 12. Transportation.

(8) A daily inspection of the vehicle shall be performed and documented for the following:

- (a) Tires;**
- (b) Lights, signals, mirrors, gauges, and wiper blades;**
- (c) Safety restraints;**
- (d) Fuel; and**
- (e) Free of debris.**

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain transportation in accordance with regulations. Review of the two (2) vehicles revealed there were no records of the daily pre-trip inspection logs. Upon request, the director revealed the records for the vehicle's procedure has not been maintained. Further review revealed seven (7) school age children in age from four to five years old being transported into the Ford vehicle away from the childcare center to a nearby school.

900 - Children's Transportation Records

Not In Compliance

922 KAR 2:120. Section 12. Transportation.

(17) Transportation services provided shall:

- (a) Be recorded in writing and include:**
 - 1. The first and last name of the child transported; and**
 - 2. The time each child gets on and the time each child gets off;**
- (b) Be completed by a staff member other than the driver; and**
- (c) Be kept for five (5) years.**

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain transportation in accordance with regulations. Review of the two (2) vehicles revealed there were no records of the transportation logs being recorded of the first and last names of the children being transported with the time each child gets on and off of the vehicle completed by a staff member. Upon request, the director revealed the records had not been maintained. Further review revealed seven (7) school age children in age from four to five years old being transported into the Ford vehicle away from the childcare center to a nearby school.

Inspection Report

Food Service

Not In Compliance

935 - Refrigerator

Not In Compliance

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

- (4) A cold-storage facility used for storage of perishable food in a nonfrozen state shall:**
 - (a) Have an indicating thermometer or other appropriate temperature measuring device;**
 - (b) Be in a safe environment for preservation; and**
 - (c) Be forty (40) degrees Fahrenheit or below.**

Findings:

General: Based on observation, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the refrigerator in the kitchen revealed no thermometer or other appropriate temperature measuring device was present.

In the infant room the refrigerator thermometer registered fifty (50) degrees Fahrenheit.

Children's Records

Not In Compliance

1070 - Immunization

Not In Compliance

922 KAR 2:110. Section 3. 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 review of documentation and interview, the child care center failed to maintain children's records in accordance with regulatory requirements. A file for a child with enrollment 04/11/2016 did not contain a written record of a current copy of an immunization certificate. Interview with the director revealed this information was not available at the time of survey.

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. The files for three (3) children with the enrollment dates of 08/04/2017, 08/10/2015, and 01/12/2015 did not contain information for the preferred hospital.

A file for a child with enrollment date 08/04/2017 did not contain a physician contact information.

Interview with the director revealed this information was unavailable at the time of 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 regulations. Review of staff files revealed a professional development plan was not presented for review at the time of survey for the eight (8) staff. Interview with the director revealed this information was unavailable at the time of survey.

Inspection Report

1115 - Earthquake/Tornado Drills

Not In Compliance

922 KAR 2:110. Section 3. 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;

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulations. The center failed to present records of the earthquake and tornado drills conducted within the year for review at the time of survey. Interview with the director revealed this documentation was not available at the time of survey.

Posted Documentation

Not In Compliance

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 regulations. The school age room had no daily activities posted.

Animals

Not Applicable

Signature of
Provider/Representative

Title

Date