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**Inspection Report**

<b>Provider Name:</b> Emma B. Ward Elementary Wrap Around Daycare	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L355817
<b>Provider Address:</b> 1150 Bypass North, Lawrenceburg, KY, 40342		<b>Capacity:</b> 349
<b>Owner(s):</b> Anderson County Board Of Education		<b>Director(s):</b> Hood, Clara Ann

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 221253
<b>Date Initiated:</b> 10/06/2017 3:38 PM	<b>Date Concluded:</b> 10/06/2017 5:45 PM	
	<b>No. of Children Present:</b> 51	

Inspection Report	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Director Requirements</b>	<b>In Compliance</b>
<b>Employee Records</b>	<b>Not In Compliance</b>
<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, it was determined that staff persons hired 1-1-09, 11-10-11 and 9-24-15 did not have evidence of an evaluation for the last year on file in the facility.

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, it was determined that a staff person hired 1-1-09 did not have evidence of attending PAHT training on file in the facility.

Programming	In Compliance
Premises	In Compliance
Hygienic Practices	In Compliance
First Aid/Medication	In Compliance
Outdoor Play Area	In Compliance
Equipment	In Compliance
Transportation	In Compliance
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