



Andy Beshear
GOVERNOR

CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL

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Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Information		
Provider Name: Holy Trinity Lutheran School	Provider Type: LICENSED TYPE I	CLR No: L353576
Provider Address: 553 Ashmoor Drive, Bowling Green, KY, 42101		Capacity: 80
Owner(s): Holy Trinity Lutheran Church of Bowling Green, Kentucky		Director(s): Bugsch, Gretchen Clark

Inspection Information		
Inspection Type: Renewal Application		Inspection No: 290673
Date Initiated: 10/03/2019 9:45 AM	Date Concluded: 10/03/2019 12:50 PM	
No. of Children Present: 39		

Inspection Report	
Background Checks	Not In Compliance
20 - Out of state background checks	
Not In Compliance	
<p>922 KAR 2:280. Section 5. Checks of Other States.</p> <p>(1) In accordance with 45 C.F.R. 98.43(b)(3), a prospective child care staff member who resides in or has resided in another state within the last five (5) years shall:</p> <p>(a) Request from each state of current or prior residency, in accordance with the state's laws, policies, and procedures, with a courtesy notice to the cabinet:</p> <p>1. An in-state criminal records check by:</p> <p>a. Means of fingerprints for the state of residence; or</p> <p>b. Any means accepted by a state of prior residency;</p> <p>2. A check of the state's sex offender registry or repository; and</p> <p>3. A check of the state-based child abuse and neglect registry and database; and</p> <p>(b) Direct results of the checks required in paragraph (a) of this subsection to the Department for Community Based Services, Division of Child Care, 275 East Main Street, 3C-F, Frankfort, Kentucky 40601.</p> <p>Findings:</p> <p>General: Based on review of documentation and interview, staff hired 9/27/18, did not submit background checks to Virginia, which was a previous state of residence. Staff hired 2/5/19, did not submit a background checks to Illinois, which was a previous state of residence. Staff hired 9/13/19, did not have background checks from Tennessee, which was a previous state of residence.</p>	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance

Inspection Report

Employee Records

Not In Compliance

395 - TB Verification

Not In Compliance

922 KAR 2:090. Section 11. 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, a staff hired 2/5/19, had TB documentation on file dated 7/24/17.

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 review of documentation and interview, staff hired 4/25/16, completed seven (7) hours of training. Staff hired 8/1/87, had not completed any training hours. Staff hired 2/5/19, failed to completed six (6) hours of orientation training within the first three (3) months of employment.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

Food Service/Food Program

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