



Andy Beshear
GOVERNOR

CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL

Eric Friedlander
SECRETARY

Melissa A. Moore, Director
Division of Regulated Child Care
Northern Branch
908 W. Broadway, 10-W
Louisville, KY 40203

Adam Mather
INSPECTOR GENERAL

Phone: (502) 595-5781 Fax: (502) 595-5773
<https://chfs.ky.gov/agencies/os/oig>

Inspection Report

Provider Name: Lincoln Trail Elementary School Age Child Care	Provider Information Provider Type: LICENSED TYPE I	CLR No: L353784
Provider Address: 3154 Bardstown Road, Elizabethtown, KY, 42701		Capacity: 99
Owner(s): Hardin County Board of Education		Director(s): Wood, Amy Danielle

Inspection Type: Renewal Application	Inspection Information	Inspection No: 245634
Date Initiated: 09/25/2018 2:30 PM	Date Concluded: 09/25/2018 5:30 PM	
	No. of Children Present: 49	

Inspection Report	
Background Checks	Not In Compliance
5 - Background check/left alone/dismissed/relocated	Not In Compliance
<p>922 KAR 2:280. Section 3. Implementation and Enforcement. (1) A person who is a child care staff member prior to January 1, 2018, shall submit to and complete background checks in accordance with this administrative regulation no later than September 30, 2018. (2) A child care staff member hired on or after April 1, 2018, shall: (a) Have completed the background checks required in accordance with this administrative regulation and been found to have no disqualifying offense prior to becoming a child care staff member; or (b)1. Have submitted to the background checks required in accordance with this administrative regulation; 2. Not be left unsupervised with a child in care pending the completion of the background checks in accordance with this administrative regulation; and 3. Be dismissed or relocated from the residence if the person is found to have a disqualifying background check result.</p>	
Findings:	
<p>General: Based on review of documentation and interview, the child care center failed to maintain background checks in accordance with regulatory requirements. Upon request, complete background checks were not presented for review for two (2) staff members with the hire dates 8/10/16 and 10/12/17. The documentation presented for review was the front page of a child abuse and neglect check, but no back page with the results of the check. Neither of the two (2) staff members were observed working at the child care center during the survey. Interview with the staff in charge revealed the aforementioned staff members are substitutes for the child care center and have not yet worked at the site.</p>	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance
345 - Staff Evaluation	Not In Compliance
<p>922 KAR 2:090. Section 10. Director Requirements and Responsibilities. (1) A director shall: (j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</p>	
Findings:	
<p>General: Based on review of documentation and interview, the child care center director failed to assure compliance with regulatory requirements. Upon request, a staff evaluation was not presented for review for five (5) staff members.</p>	

Inspection Report

350 - Health, Safety, Comfort

Not In Compliance

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.

(1) A director shall:

- (l) Assure the health, safety, and comfort of each child;

Findings:

General: Based on observation and interview, the child care center director failed to assure compliance with regulatory requirements in regards to the health, safety and comfort of a child. Observation of the cafeteria revealed a child had defecated and soiled his clothing. After the child sat at the table with the soiled clothing on for twenty (20) minutes, a staff member contacted a parent to inform them that the child had defected and soiled his clothing, leaving the child to sit in the soiled clothing until the parent arrived to retrieve him from care. Interview with the staff in charge revealed a similar incident had happened the previous week and the child care center did not have clean clothes for the child on that day either.

Employee Records

Not In Compliance

390 - Educational Requirements

Not In Compliance

922 KAR 2:090. Section 11. 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, a high school diploma, GED or Commonwealth Child Care Credential was not presented for review for two (2) staff members with the hire dates 8/10/16 and 8/9/18.

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 and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, written documentation from a health care professional was not presented for review to verify that two (2) staff members with the hire dates 11/17/12 and 8/10/16 was free from active TB.

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 1/2) 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 1/2) hours of cabinet-approved 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 regulatory requirements. Review of presented staff files revealed two staff members with the hire dates 10/30/08 and 8/9/17 did not have on file verification of completion of Fifteen (15) hours of cabinet-approved early care and education training. Review of the ECE TRIS report did not verify the training hours were completed. Interview with the staff in charge revealed she was not able to verify the training hours were completed.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

Not In Compliance

670 - Diapers/Clean Clothing Supply

Not In Compliance

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

- (6) An adequate quantity of freshly laundered or disposable diapers and clean clothing shall be available.

Findings:

General: Based on observation and interview, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. Observation in the cafeteria revealed a child had defecated and soiled his clothing. Interview with the staff in charge revealed the child care center did not have clean clothing for the child.

680 - Soiled Diapers/Clothing

Not In Compliance

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

(8) Diapers or clothing shall be:

- (a) Changed when soiled or wet;
(b) Stored in a covered container temporarily; and
(c) Washed or disposed of at least once a day.

Findings:

General: Based on observation and interview, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. Observation in the cafeteria revealed a child had defecated and soiled his clothing, the child's clothing was not changed.

Inspection Report

First Aid/Medication

Not In Compliance

715 - First Aid Supplies

Not In Compliance

922 KAR 2:120. Section 7. First Aid and Medicine.

(1) First aid supplies shall:

- (a) Be available to provide prompt and proper first aid treatment;**
- (b) Be stored out of reach of a child;**
- (c) Be periodically inventoried to ensure the supplies have not expired;**
- (d) If reusable, be:

 - 1. Sanitized; and**
 - 2. Maintained in a sanitary manner; and****
- (e) Include:

 - 1. Liquid soap;**
 - 2. Adhesive bandages;**
 - 3. Sterile gauze;**
 - 4. Medical tape;**
 - 5. Scissors;**
 - 6. A thermometer;**
 - 7. Flashlight;**
 - 8. Cold pack;**
 - 9. First aid book;**
 - 10. Disposable gloves; and**
 - 11. A cardiopulmonary resuscitation mouthpiece protector.****

Findings:

General: Based on observation and interview, the child care center failed to comply with the regulatory requirements regarding first aid. Observation of the first aid supplies revealed the child care center did not have a thermometer and a working flashlight. Interview with the staff in charge revealed there was not a thermometer and a working flashlight at the time of the survey.

Outdoor Play Area

Not In Compliance

750 - Playground Conditions

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(20) An outdoor play area shall be:

- (d) Safe from foreseeable hazard;**
- (e) Well drained;**
- (f) Well maintained;**
- (g) In good repair; and**
- (h) Visible to staff at all times.**

Findings:

General: Based on observation, the child care center failed to maintain the outdoor play area in accordance with regulatory requirements. Observation of the outdoor playground revealed a yellow sliding pole with a piece of concrete measuring ten (10) inches by six (6) inches protruding above the ground.

755 - Protective Surface

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(21) A protective surface shall:

- (a) Be provided for outdoor play equipment used to:

 - 1. Climb;**
 - 2. Swing; and**
 - 3. Slide; and****
- (b) Have a fall zone equal to the height of the equipment.**

Findings:

General: Based on observation, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. Observation of the outdoor playground revealed four (4) red slides and a purple slide where the ground was visible through the protective surfacing.

Equipment

In Compliance

Transportation

Not Applicable

Food Service/Food Program

In Compliance

Food Service

Not In Compliance

1015 - Food Service Permit

Not In Compliance

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

(2) A child-care center required to have a food service permit shall be in compliance with 902 KAR 45:005 and this administrative regulation.

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain food service in accordance with regulatory requirements. Upon request, a current food service permit was not presented for review. The food service permit presented for review expired 12/31/17.

Inspection Report

Children's Records

Not In Compliance

1140 - Enrollment Information

Not In Compliance

922 KAR 2:090. Section 9. 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 a 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 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. Review of ten (10) children's files revealed the file for a child with the enrollment date 8/9/18 did not contain authorization by the parent for the child care center to seek emergency medical care for the child in the parent's absence. Continued review of the aforementioned child's file revealed it was not signed by the parent. Interview with the staff in charge revealed the aforementioned items were missing from the child's file with the enrollment date 8/9/18.

Written Documentation

Not In Compliance

1165 - Staff Schedule

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

(d) A written schedule of staff working hours;

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, a current staff schedule was not presented for review.

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date