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**Inspection Report**

<b>Provider Name:</b> Eagle Power at Heritage Elementary	<b>Provider Information</b>	<b>CLR No:</b> L358868
<b>Provider Address:</b> 8300 Frankfort Road, Waddy, KY, 40076	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 100
<b>Owner(s):</b> Shelby County Public Schools		<b>Director(s):</b> Nix, Sarah Marie

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 218194
<b>Date Initiated:</b> 01/04/2017 2:15 PM	<b>Date Concluded:</b> 01/04/2017 4:55 PM	
	<b>No. of Children Present:</b> 42	

Inspection Report	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>Not In Compliance</b>
<b>100 - Plan of Correction/10 days</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:090. Section 9. Statement of Deficiency and Corrective Action Plans.</b>  <b>(2) Except for a violation posing an immediate threat as handled in accordance with KRS 199.896(5)(c), a child-care center shall submit a written corrective action plan to the cabinet or its designee within ten (10) calendar days of receipt of the statement of deficiency to eliminate or correct the regulatory violation.</b></p> <p><b>Findings:</b>                      A PLAN OF CORRECTION WAS DUE ON 25 Jan 17 AND AS OF 13 Feb 17, THE PLAN OF CORRECTION HAS NOT BEEN RECEIVED.</p>	
<b>Director Requirements</b>	<b>Not In Compliance</b>
<b>275 - Caregiver Alone</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:110. Section 4. Director Requirements and Responsibilities.</b>  <b>(1) Effective with the adoption of this administrative regulation, a director shall:</b>  <b>(n) Assure that a person acting as a caregiver of a child in care shall not be left alone with a child, if the licensee has not received the results of the background checks as described in Section 3(1)(e)6 of this administrative regulation;</b></p> <p><b>Findings:</b>                      General: Based on Observation, review of documentation and interview, the child care center director failed to assure compliance with regulatory requirements. Observation in the computer lab revealed a staff member with the hire date 10/26/16 to be the sole care giver for fifteen (15) children. Review of presented staff files revealed the staff member with the hire date 10/26/16 did not contain a criminal record check. Interview with the director revealed she did not locate the criminal record check for the staff member with the hire date 10/26/16 at the time of the survey.</p>	

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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 Observation, review of documentation, and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Observation in the computer lab revealed a staff member with the hire date 10/26/16 to be the sole care giver for fifteen (15) children. Review of presented staff files revealed the file of a staff member with the hire date 10/26/16 did not contain a criminal record check. Interview with the director revealed she did not locate the criminal record check for the staff member with the hire date 10/26/16 at the time of the survey.

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 1/2) 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 1/2) 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 regulatory requirements. Review of presented staff files revealed a staff member with the hire date 10/5/09 did not complete Fifteen (15) hours of cabinet-approved early care and education training. Review of ECE TRIS report confirmed the training hours were not completed. Interview with the director revealed she did not locate the documents to confirm fifteen (15) hours of cabinet-approved training had been completed.

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

Not In Compliance

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. Review of ten (10) children's files revealed the following: 1. Two (2) files did not contain information for the family physician. 2. Two (2) files did not contain the parents preferred hospital. Interview with the director revealed she was unable to locate the information that was not contained in each child's file.

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**Written Documentation**

**In Compliance**

**Posted Documentation**

**Not In Compliance**

**1155 - Posting Requirements**

**Not In Compliance**

**922 KAR 2:110. Section 2. General.**

**(7) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:**

- (a) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;**
- (b) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;**
- (c) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;**
- (d) A description of services provided by the child-care center, including:
  - 1. Current rates for child care; and**
  - 2. Each service charged separately and in addition to the basic rate for child care;****
- (e) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and**
- (f) Daily schedule.**

**Findings:**

General: Based on Review of Documentation, and interview, the child care center failed to post documentation in accordance with regulatory requirements. Review of presented documents posted revealed the following were not posted in a conspicuous place: 1. Statement of deficiency. 2. Plan of correction. Interview with the director revealed she was not able to locate the documents at the time of the survey.

**1160 - Disaster Course of Action**

**Not In Compliance**

**922 KAR 2:110. Section 3. Records.**

**(1) A child-care center shall maintain:**

- (j) A written plan and diagram outlining the course of action in the event of a natural or manmade disaster, posted in a prominent place;**

**Findings:**

General: Based on Review of Documentation, and interview, the child care center failed to post documentation in accordance with regulatory requirements. Review of presented posted documents revealed the child care center did not have a disaster course of action with a written plan outlining the course of action in the event of a disaster. Interview with the owner revealed she was unable to locate the document at the time of the survey.

**Animals**

**Not Applicable**

Signature of Provider/Representative

Title

Date