



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: Eagle Power at Heritage Elementary	Provider Information	CLR No: L358868
Provider Address: 8300 Frankfort Road, Waddy, KY, 40076	Provider Type: LICENSED TYPE I	Capacity: 100
Owner(s): Shelby County Public Schools		Director(s): Emery, Heather Lynn

Inspection Type: Renewal Application	Inspection Information	Inspection No: 247185
Date Initiated: 11/01/2018 2:25 PM	Date Concluded: 11/01/2018 3:50 PM	
	No. of Children Present: 41	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance
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. The records for the staff member with the hire date of 08/22/2017 failed to contain verification of current high school enrollment.

Interview with the director revealed the presented documentation from the school official was verification from the last year's school enrollment (2017-2018). The current school year enrollment verification for 2018-2019 was unavailable at the time of survey.

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/Food Program	In Compliance
Food Service	In Compliance

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. The records for two (2) children with the enrollment dates of 07/26/2018 and 07/26/2018 did not contain information for a preferred hospital.

The record for a child with an enrollment date of 07/26/2018 did not contain a named physician.

Interview with the director revealed the requested documentation was unavailable at the time of survey.

Written Documentation

Not In Compliance

1190 - Orientation Procedure

Not In Compliance

922 KAR 2:120. Section 2. Child Care Services.

(3)(b) The program shall include:

- 2. Written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member.

Findings:

General: Based on review of documentation and interview, the child care center failed to comply with regulations regarding written documentation. Review of documentation revealed there was no written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member. Interview with the director revealed the requested documentation was unavailable at the time of survey.

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date