



**Andy Beshear**  
GOVERNOR

**CABINET FOR HEALTH AND FAMILY SERVICES  
OFFICE OF INSPECTOR GENERAL**

**Melissa A. Moore, Director**  
Division of Regulated Child Care  
Southern Branch  
116 Commerce Ave  
London, KY 40744  
Phone: (606) 330-2030 Fax: (606) 330-2056  
<https://chfs.ky.gov/agencies/os/oig>

**Eric Friedlander**  
SECRETARY

**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

<b>Provider Name:</b> Red Bird Mission Early Childhood Development	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L359149
<b>Provider Address:</b> 70 Queendale Center, Beverly, KY, 40913		<b>Capacity:</b> 19
<b>Owner(s):</b> Red Bird Mission, Incorporated		<b>Director(s):</b> Jack, Betsy Lynn

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 217707
<b>Date Initiated:</b> 12/13/2016 9:40 AM	<b>Date Concluded:</b> 12/13/2016 11:43 AM	
	<b>No. of Children Present:</b> 10	

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>Not In Compliance</b>
<b>260 - Staff Evaluation</b>	<b>Not In Compliance</b>
<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>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</b>	
<b>Findings:</b> General: Based on review of documentation and interview, the surveyor found that one (1) substitute file presented for review (DOH: 8/12/15) did not contain an annual performance evaluation. Upon interview, the Director reported that the substitute's evaluation had not yet been completed.	

## 310 - Personnel File

Not In Compliance

**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 and interview, the surveyor found that one (1) substitute file presented for review (DOH: 8/12/15) did not contain an annual performance evaluation. Upon interview, the Director reported that the substitute's evaluation had not yet been completed.

## 330 - Adequate Substitute(s)

Not In Compliance

**922 KAR 2:110. Section 5. Staff Requirements.****(6) Child-care centers shall have available in case of need:**

- (a) One (1) qualified substitute staff person for a Type II child-care center; or**
- (b) Two (2) qualified substitute staff persons for a Type I child-care center.**

**Findings:**

General: Based on review of documentation, review of ECE-TRIS, and interview, the surveyor found that one (1) of the two (2) substitute files presented for review (DOH:8/12/15) did not contain documentation of the substitute having completed Pediatric Abusive Head Trauma training. Review of ECE-TRIS revealed that Pediatric Abusive Head Trauma training had not been completed. Upon interview, the Director reported that the substitute had not yet completed Pediatric Abusive Head Trauma training. Therefore, the center does not have adequate substitutes.

## 335 - Qualified Substitute

Not In Compliance

**922 KAR 2:110. Section 5. Staff Requirements.****(7) Each qualified substitute staff person shall:**

- (a) Meet the staff requirements of this administrative regulation; and**
- (b) Provide the required documentation to verify compliance with this administrative regulation.**

**Findings:**

General: Based on review of documentation, review of ECE-TRIS, and interview, the surveyor found that one (1) of the two (2) substitute files presented for review (DOH:8/12/15) did not contain documentation of the substitute having completed Pediatric Abusive Head Trauma training. Review of ECE-TRIS revealed that Pediatric Abusive Head Trauma training had not been completed. Upon interview, the Director reported that the substitute had not yet completed Pediatric Abusive Head Trauma training. Therefore, the center does not have the two (2) required qualified substitutes.

## 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, review of ECE-TRIS, and interview, the surveyor found that one (1) substitute file presented for review (DOH:8/12/15) did not contain documentation of the substitute having completed Pediatric Abusive Head Trauma training. Review of ECE-TRIS revealed that Pediatric Abusive Head Trauma training had not been completed. Upon interview, the Director reported that the substitute had not yet completed Pediatric Abusive Head Trauma training.

Inspection Report	
Premises	Not In Compliance
<b>460 - Inaccessible Items</b>	Not In Compliance
<p><b>922 KAR 2:120. Section 3. General Requirements.</b></p> <p><b>(7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care:</b></p> <ul style="list-style-type: none"> <li><b>(a) Toxic cleaning supplies, poisons, and insecticides;</b></li> <li><b>(b) Knives and sharp objects;</b></li> <li><b>(c) Matches, cigarettes, lighters, and flammable liquids;</b></li> <li><b>(d) Plastic bags;</b></li> <li><b>(e) Litter and rubbish;</b></li> <li><b>(f) Bar soap; and</b></li> <li><b>(g) Personal belongings and medications of staff.</b></li> </ul>	
<p><b>Findings:</b></p> <p>General: Based on observation and interview, the surveyor found that there was a vacuum cleaner and a broom/dustpan located next to the sink in the Discovery Classroom. The items were accessible to children. The Director acknowledged through interview that the items should be stored out of the reach of the children.</p>	
Hygienic Practices	In Compliance
First Aid/Medication	In Compliance
Outdoor Play Area	In Compliance
Equipment	In Compliance
Transportation	In Compliance
Food Service	Not In Compliance
<b>1050 - Menu</b>	Not In Compliance
<p><b>922 KAR 2:120. Section 9. Food and Meal Requirements.</b></p> <p><b>(16) A weekly menu shall be:</b></p> <ul style="list-style-type: none"> <li><b>(a) Prepared;</b></li> <li><b>(b) Dated;</b></li> <li><b>(c) Posted in advance in a conspicuous place;</b></li> <li><b>(d) Kept on file for thirty (30) days; and</b></li> <li><b>(e) Amended in writing with any substitutions on the day the meal is served.</b></li> </ul>	
<p><b>Findings:</b></p> <p>General: Based on observation and interview, the surveyor found that the current menu was not posted for review. The Director stated that the menu is prepared by the kitchen staff at the school next door and sometimes she receives it late.</p>	
Children's Records	In Compliance
Written Documentation	Not In Compliance
<b>1105 - Professional Development</b>	Not In Compliance
<p><b>922 KAR 2:110. Section 3. Records.</b></p> <p><b>(1) A child-care center shall maintain:</b></p> <ul style="list-style-type: none"> <li><b>(f) A written annual plan for child-care staff professional development;</b></li> </ul>	
<p><b>Findings:</b></p> <p>General: Based on review of documentation and interview, the following was found:</p> <ol style="list-style-type: none"> <li>There were three (3) staff files presented for review (DOH: 4/5/10, 3/3/10, 8/5/14) that did not contain updated annual professional development plans. The last professional development plans in the files were from 8/2015.</li> <li>There was one (1) staff file presented for review (DOH:8/12/15) that did not contain a professional development plan.</li> </ol> <p>The Director confirmed through interview that three (3) staff's professional development plans had not been updated and that the one (1) staff's professional development plan had not yet been completed.</p>	
Posted Documentation	In Compliance
Animals	In Compliance

Signature of Provider/Representative

Title

Date