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Inspection Report

Provider Name: Jody Richards Elementary After School	Provider Information	CLR No: L377812
Provider Address: 2100 Elrod Road, Bowling Green, KY, 42104	Provider Type: LICENSED TYPE I	Capacity: 305
Owner(s): Bowling Green - Warren County Community Education		Director(s): Lightfoot, Erin Elizabeth

Inspection Type: Renewal Application	Inspection Information	Inspection No: 219065
Date Initiated: 03/21/2017 1:50 PM	Date Concluded: 03/21/2017 4:45 PM	
	No. of Children Present: 69	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance
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 review of documentation and interview, a caregiver hired 08/12/16, did not have proof of a child abuse/neglect check was submitted timely. This person exceeded the ninety (90) day probationary period. A caregiver hired 09/08/16, did not have proof of his out of state criminal records check from the state of South Carolina. This staff was employed past the ninety (90) day probationary period.

320 - TB Verification Not In Compliance

922 KAR 2:110. Section 5. 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, a caregiver hired 09/08/16, did not have a TB skin test or physician statement on file.

Inspection Report

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 and interview, a caregiver hired 02/22/16, completed 1.5 hours of training within her first year of employment. Interview confirmed the caregiver did not have additional training.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

Not In Compliance

595 - Child Personal Care/Handwashing

Not In Compliance

922 KAR 2:120. Section 3. General Requirements.

- (4) A child shall:
 - (a) Be helped with personal care and cleanliness based upon their developmental skills; and
 - (b) Wash his or her hands with liquid soap and warm running water:
 - 1. a. Upon arrival at the center; or
 - b. Within thirty (30) minutes of arrival for school-age children;
 - 2. Before and after eating or handling food;
 - 3. After toileting or diaper change;
 - 4. After handling animals;
 - 5. After wiping or blowing nose;
 - 6. After touching items soiled with body fluids or wastes; and
 - 7. After outdoor or indoor play time.

Findings:

General: Based on observation and interview, five (5) school age children did not wash their hands after they ate snack. These children immediately went to their backpacks and completed homework.

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

In Compliance

Food Service

Not In Compliance

1050 - Menu

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

- (16) A weekly menu shall be:
 - (a) Prepared;
 - (b) Dated;
 - (c) Posted in advance in a conspicuous place;
 - (d) Kept on file for thirty (30) days; and
 - (e) Amended in writing with any substitutions on the day the meal is served.

Findings:

General: Based on interview, the snack menu was not prepared, dated and posted.

Children's Records

Not In Compliance

1070 - Immunization

Not In Compliance

922 KAR 2:110. Section 3. Records.

- (1) A child-care center shall maintain:
 - (a) A current immunization certificate for each child in care within thirty (30) days of the child's enrollment, unless an attending physician or the child's parent objects to the immunization of the child pursuant to KRS 214.036;

Findings:

General: Based on review of documentation and interview, a child enrolled 08/03/16, did not have an immunization certificate on file.

Written Documentation

In Compliance

Inspection Report

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 interview, the statement of deficiencies/plan of correction for the current licensure year, and the minimum staff-to-child ratios and group size were not posted.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date