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Adam Mather
INSPECTOR GENERAL

Inspection Report

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|--|--|---------------------------------------|
| Provider Name: The Dolphin Club After School Program | Provider Information Provider Type: LICENSED TYPE I | CLR No: L383124 |
| Provider Address: 340 Wilson Downing Road, Lexington, KY, 40517 | | Capacity: 200 |
| Owner(s): Fayette County Board of Education | | Director(s): Nord, John Watson |

| | | |
|---|---|------------------------------|
| Inspection Type: Renewal Application | Inspection Information | Inspection No: 246650 |
| Date Initiated: 10/03/2018 2:35 PM | Date Concluded: 10/03/2018 4:45 PM | |
| | No. of Children Present: 55 | |

| Inspection Report | |
|---|--------------------------|
| Background Checks | In Compliance |
| Supervision | In Compliance |
| Staffing Requirements | In Compliance |
| General Administration | In Compliance |
| Director Requirements | Not In Compliance |
| 345 - Staff Evaluation | Not In Compliance |
| 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; | |
| Findings: | |
| General: Based on Review of Documentation, it was found that the files for two (2) employees did not contain evidence of an annual evaluation being completed. | |
| 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, it was found that the files for four (4) employees did not contain evidence of a high school diploma, GED or Commonwealth Childcare Credential. | |

Inspection Report

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, it was found that the files for employees hired on 8-15-18, 9-20-18 and 8-15-18 did not contain evidence of a TB skin test or screening being completed.

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 ½) 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 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.

Findings:

General: Based on Review of Documentation, it was found that 1) employees hired on 8-16-17, 8-15-17, 9-17-16, 8-10-16 and 8-10-15 did not have evidence of the Pediatric Abusive Head trauma training being completed; 2) employees hired on 8-16-17 and 8-15-17 had only seven (7) and zero (0) hours of training completed during the first year of employment; 3) employees hired on 9-17-16, 8-10-16 and 8-10-15 had only eight (8), six (6) and eleven (11) hours of training completed during the last completed training year. These findings are based on a review of the employees' files and ECE-TRIS records.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

In Compliance

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, it was found that three (3) first aid kits were being stored on a table in the cafeteria. The first aid kits were accessible to the children.

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

Food Service/Food Program

In Compliance

Food Service

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, it was found that three (3) children's files out of ten children's files reviewed did not contain a physician's name and/or telephone number.

Written Documentation

Not In Compliance

1150 - Evacuation Plan

Not In Compliance

922 KAR 2:090. Section 5. Evacuation Plan.

(1) A licensed child-care center shall have a written evacuation plan in the event of a fire, natural disaster, or other threatening situation that may pose a health or safety hazard for a child in care in accordance with KRS 199.895 and 42 U.S.C. 9858c(c)(2)(U).

Findings:

General: Based on Interview and record review, it was found that the facility did not have evidence of their emergency preparedness plan being created and updated according to KRS199.8982.

1155 - Policies and Procedures

Not In Compliance

922 KAR 2:090. Section 8. General.

- (4) Program policies and procedures shall:**
- (a) Be in writing; and**
 - (b) Include:**
 - 1. Staff policies;**
 - 2. Job descriptions;**
 - 3. An organization chart;**
 - 4. Chain of command; and**
 - 5. Other procedures necessary to ensure implementation of:**
 - a. KRS 199.898, Rights for children in child-care programs and their parents, custodians, or guardians - posting and distribution requirements;**
 - b. 922 KAR 2:120, Child-care center health and safety standards;**
 - c. 922 KAR 2:280, Background checks for child care staff members, reporting requirements, and appeals; and**
 - d. This administrative regulation.**

Findings:

General: Based on Review of Documentation, it was found that the facility did not have written job descriptions available for review.

1175 - Earthquake/Tornado/Fire Drills

Not In Compliance

922 KAR 2:090. Section 9. Records.

- (1) A child-care center shall maintain:**
- (h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;**
 - (i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;**

Findings:

General: Based on Review of Documentation, it was found that the fire, earthquake and tornado drill documentation did not include a list of the children who participated.

1195 - Fire Drills

Not In Compliance

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

(12) A fire drill shall be:

- (a) Conducted during hours of operation at least monthly; and
- (b) Documented.

(13) An earthquake drill and a tornado drill shall be:

- (a) Conducted during hours of operation at least quarterly; and
- (b) Documented.

Findings:

General: Based on Review of Documentation, it was found that the fire drill documentation did not contain evidence of a drill being conducted from September of 2017 to August of 2018. In addition, it was found that the earthquake and tornado drill documentation did not contain evidence of drills being conducted during the fourth quarter of 2017, the first quarter of 2018, the second quarter of 2018 or the third quarter of 2018.

Posted Documentation

Not In Compliance

1200 - Posting Requirements

Not In Compliance

922 KAR 2:090. Section 8. General.

(6) 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) The provider's preliminary or regular license;
- (b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;
- (c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;
- (d) Information on the Kentucky Consumer Product Safety Program and the program's Website as specified in KRS 199.897;
- (e) 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;
- (f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and
- (g) Daily planned program.

Findings:

General: Based on Observation, it was found that the statement of deficiencies issued and the plan of correction submitted for the 2017 relicensure survey was not posted. The posted document was from 2015.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date