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Inspection Report

Provider Name: Red Oak Elementary Child Care Center	Provider Information Provider Type: LICENSED TYPE I	CLR No: L383146
Provider Address: 921 Union Mill Rd., Nicholasville, KY, 40356		Capacity: 200
Owner(s): Jessamine County Schools		Director(s): Jones, Jenny

Inspection Type: Renewal Application	Inspection Information	Inspection No: 318790
Date Initiated: 11/29/2021 2:40 PM	Date Concluded: 11/29/2021 4:05 PM	
	No. of Children Present: 32	

Inspection Report

Background Checks

Not In Compliance

10 - Submit background check

Not In Compliance

922 KAR 2:280 - Section 4. Procedures and Payments.

- (1) To initiate the process for obtaining background checks on a prospective child care staff member, the child care provider shall:**
- (a) Request that the prospective child care staff member provide a copy of his or her driver's license or other government-issued photo identification and verify that the photograph clearly matches the prospective child care staff member;**
 - (b) Request that the prospective child care staff member complete and sign the:**
 - 1. DCC-500, Applicant Child Care Staff Member Waiver Agreement and Statement; and**
 - 2. DCC-501, Disclosures to Be Provided to and Signed by the Applicant Child Care Staff Member; and**
 - (c) Log on to the NBCP portal and enter the prospective child care staff member's demographic information for a check of the:**
 - 1. Child abuse and neglect central registry pursuant to 922 KAR 1:470;**
 - 2. National Crime Information Center's National Sex Offender Registry in accordance with 34 U.S.C. 20921; and**
 - 3. Sex Offender Registry established in accordance with KRS 17.500 through 17.580.**

Findings:

General: Based on review of documentation, this regulatory requirement was not met. The following was found:

1. One staff person (hire date: 2/2/20) had a completed child abuse/neglect check (CAN) and a completed criminal records check (CRC) in their file from September and October 2020. However, a review of the Kentucky National Background check service (KARES) found this staff person has not had a fingerprint-based background check processed; therefore, does not have the eligible for hire status. This staff person was observed working alone with a group of 13 children during the inspection.
2. One staff person (hire date: 10/14/20) had a completed child abuse/neglect check (CAN) and a completed criminal records check (CRC) in their file from October 2020. However, a review of the Kentucky National Background check service (KARES) found that the facility has yet to initiate the process for obtaining a fingerprint-based background check for this staff person; therefore, does not have the eligible for hire status.

Supervision

In Compliance

Staffing Requirements

In Compliance

General Administration

In Compliance

Inspection Report

Director Requirements

Not In Compliance

360 - 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, one staff eligible for an annual performance review did not have documentation on file at the facility. This staff person had a 10/14/20 hire date.

Employee Records

Not In Compliance

395 - Personnel File

Not In Compliance

922 KAR 2:090. Section 9. 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. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and**
- 5. The results of background checks conducted in accordance with 922 KAR 2:280;**

Findings:

General: Based on review of documentation and interview, this regulatory requirement was not met. A review of staff files during the inspection found two staff that did not have the date of employment listed in their file. The staff person in charge reviewed information on her computer and then verbally identified the dates 10/22/21 and 10/11/21, as the hire dates. However, the dates of hire were not maintained in the personnel files.

400 - 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, this regulatory requirement was not met. Two staff (hire dates: 10/8/21 and 10/22/21) did not have educational documentation on file.

405 - 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, this regulatory requirement was not met. Two staff (hire dates: 10/8/21 and 10/22/21) did not have T.B. documentation on file.

435 - 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 completed within the first three (3) months of employment in a child-care program;**
- (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment in a child care program, 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 completed between July 1 and the following June 30 of each subsequent year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.**

(17) A staff person's compliance with training requirements of this section shall be verified through the cabinet-designated database maintained pursuant to 922 KAR 2:240.

Findings:

General: Based on review of documentation and the Training Records Information System (TRIS), the following was found:

- 1. One staff person (hire date: 2/2/20) did not complete the required Orientation training, the required PAHT training, and did not complete the required 15 hours of cabinet-approved training hours between 7/1/2020 and 6/30/21.
- 2. One staff person (hire date: 10/17/16) completed PAHT training on 10/24/16; however, did not renew the training due by 10/24/21. This same staff person did not complete the required 15 hours of cabinet-approved training hours between 7/1/2020 and 6/30/21.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Inspection Report

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

Kitchen Requirements

In Compliance

Food Service

In Compliance

Meal Planning/Center Provides Meals

In Compliance

Meal Planning/Center Does Not Provide Meals

In Compliance

Children's Records

Not In Compliance

1245 - Immunization

Not In Compliance

922 KAR 2:090. Section 9. 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, this regulatory requirement was not met. The following was found:

- 1. One child (enrollment date: 8/12/21) had an immunization certificate on file that was no longer current as of 1/30/18.
- 2. One child's file had an immunization certificate that did not have the required information (expiration date); therefore, it could not be determined whether or not the immunization certificate was current.

Written Documentation

In Compliance

Posted Documentation

Not In Compliance

1310 - 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 Web site 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 review of documentation, information on the Kentucky Consumer Product Safety Program and the program's website was not posed.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date