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Inspection Report

Provider Name: Garden Springs Elementary After School Program	Provider Information Provider Type: LICENSED TYPE I	CLR No: L383257
Provider Address: 2151 Garden Springs Drive, Lexington, KY, 40504		Capacity: 150
Owner(s): Fayette County Board Of Education		Director(s): Kiser, Nicole Ann

Inspection Type: Renewal Application	Inspection Information	Inspection No: 241857
Date Initiated: 10/25/2017 2:10 PM	Date Concluded: 10/25/2017 3:55 PM	
	No. of Children Present: 48	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance

260 - Staff Evaluation **Not In Compliance**

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.
(1) Effective with the adoption of this administrative regulation, 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, there was one (1) staff person hired 8/4/14 who did not have evidence of having an annual evaluation. The staff person in charge indicated that this person had been a full time staff person but is now a substitute.

Employee Records	Not In Compliance
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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, there was one (1) staff person who was rehired 8/30/17 and had the results of a criminal records check dated 9/7/17. There was no documentation available at the time of the survey to verify that the application for the results of the criminal records check had been submitted prior to or on the date of hire.

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 ECE-TRIS, records a staff person hired 6/17/15 only had evidence of having completed two (2) hours of training for the 2016-2017 training year. The staff person in charge acknowledged this and stated that the staff person had taken on-line training that was not cabinet approved.

Programming	In Compliance
Premises	In Compliance
Hygienic Practices	In Compliance
First Aid/Medication	In Compliance
Outdoor Play Area	In Compliance
Equipment	In Compliance
Transportation	Not Applicable
Food Service	In Compliance
Children's Records	In Compliance
Written Documentation	In Compliance
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 Observation, statements of deficiencies issued by the cabinet and the facility's plans of correction for visits conducted on 4/17/17 and 8/18/17 were not posted. In addition civil penalties issued to the facility on 1/25/17, 6/8/17 and 10/10/17 were not posted.

Animals	Not Applicable
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Signature of Provider/Representative

Title

Date