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Inspection Report

Provider Name: Rineyville Elementary School Age Child Care	Provider Information Provider Type: LICENSED TYPE I	CLR No: L355558
Provider Address: 275 Rineyville School Road, Rineyville, KY, 40162		Capacity: 255
Owner(s): Hardin County Schools		Director(s): Wood, Amy Danielle

Inspection Type: Renewal Application	Inspection Information	Inspection No: 231696
Date Initiated: 09/27/2017 2:15 PM	Date Concluded: 09/27/2017 5:25 PM	
	No. of Children Present: 52	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance
255 - Staff Meeting	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: (i) Conduct, manage, and document in writing staff meetings;	
Findings:	
General: Based on review of documentation and interview, the child care center director failed to assure compliance with regulatory requirements. A review of documentation failed to reveal documentation of a staff meeting was available for submission. An interview with the staff in charge revealed that documentation was not available to verify staff meetings.	
275 - Caregiver Alone	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: (n) Assure that a person acting as a caregiver of a child in care shall not be left alone with a child, if the licensee has not received the results of the background checks as described in Section 3(1)(e)6 of this administrative regulation;	
Findings:	
General: Based on observation, interview, and review of documentation, the child care center director failed to assure regulatory compliance in regards to allowing staff members to work alone with children without the results of required background checks. Observation revealed three (3) staff members with hire dates of 08/28/17, 07/27/17 and 08/15/2017 all had supervisory control of school age children from approximately 2:30 P.M. to 5:30 P.M.. Throughout the observation, the staff members were intermittently alone with children, as well as working in pairs among the group of three (3) staff members. A review of staff files revealed that CRC and CAN results were not available for review when requested for the referenced staff members. Interview with the staff in charge revealed that the results may be at the main office.	

Inspection Report

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 observation, interview, and review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. Observation revealed three (3) staff members with hire dates of 08/28/17, 07/27/17 and 08/15/2017 all had supervisory control of school age children from approximately 2:30 P.M. to 5:30 P.M.. Throughout the observation, the staff members were intermittently alone with children, as well as working in pairs among the group of three (3) staff members. A review of staff files revealed that CRC and CAN results were not available for review when requested for the referenced staff members.

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, the child care center failed to maintain employee files in accordance with regulatory requirements. A review of staff files revealed staff members with hire dates of 07/27/17, 08/15/17, 9/25/15, and 8/10/16 failed to have verification of negative results of a TB test or written documentation from a health care professional stating the individual is free of tuberculosis. An interview with the staff in charge revealed she was unable to provide the documentation at the time of the survey.

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 1/2) 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 1/2) hours of pediatric abusive head trauma training completed once every five (5) years.

Findings:

General: Based on review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. A review of documentation revealed that a staff member with a hire date of 8/10/16 failed to have documentation contained in the file showing 15 hours of cabinet approved training within the first year of employment. A staff member with the hire date of 12/5/16 failed to have verification of having received six (6) hours of cabinet approved orientation training within the first three months of employment.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

Not In Compliance

690 - Playground Conditions

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(20) An outdoor play area shall be:

(d) Safe from foreseeable hazard;

(e) Well drained;

(f) Well maintained;

(g) In good repair; and

(h) Visible to staff at all times.

Findings:

General: Based on observation and interview, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. Observation revealed yellow, caution tape, which was partially removed from across the platform of the large sliding board preventing its use. Interview with the staff in charge revealed that a nest of bees or wasps had been observed in that area. The staff in charge was unsure as to whether the area had been treated. A small, very short slide revealed rubber coating which was dried and broken revealing many pieces missing from the edges.

695 - Protective Surface

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(21) A protective surface shall:

(a) Be provided for outdoor play equipment used to:

- 1. Climb;**
- 2. Swing; and**
- 3. Slide; and**

(b) Have a fall zone equal to the height of the equipment.

Findings:

General: Based on observation, the child care center failed to maintain the outdoor play area in accordance with regulatory requirements. Observation revealed blue and silver ground covering protruding from the mulch, under the area of a blue, tan and red climbing structure, a honeycomb-shaped climbing structure and a tall, circular, yellow climbing structure.

**Equipment
Transportation
Food Service**

**In Compliance
Not Applicable
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 review of documentation, the child care center failed to maintain food service in accordance with regulatory requirements. A review of posted documentation revealed a date of 8/1-8/26 on the menu which was posted in the cafeteria. A current menu was not available when requested.

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, the child care center failed to maintain children's records in accordance with regulatory requirements. A review of ten (10) children's files revealed that a child with an enrollment date of 7/18/17 failed to have a copy of a current immunization certificate contained in the file.

1075 - Enrollment Information

Not In Compliance

922 KAR 2:110. Section 3. 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 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 situation 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, the child care center failed to maintain children's files in accordance with regulatory requirements. A review of ten (10) children's files revealed two (2) files which failed to contain a physician's phone number to enable a person in charge to contact the physician, and one child's file which failed to contain a preferred hospital.

Inspection Report

Written Documentation

Not In Compliance

1085 - 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.

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. A review of documentation failed to reveal 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, which has been submitted to the local emergency management on an annual basis. Interview with the staff in charge revealed a current plan was not available for submission.

1090 - Policies and Procedures

Not In Compliance

922 KAR 2:110. Section 2. General.

(5) 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 2:090, Child-care center licensure;
 - c. 922 KAR 2:120, Child-care center health and safety standards; and
 - d. This administrative regulation.

Findings:

General: Based on review of documentation, the child care center failed to maintain written documentation in accordance with regulatory requirements. A review of documentation failed to reveal a chain of command showing only current employees with the center.

1100 - Staff Schedule

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(d) A written schedule of staff working hours;

Findings:

General: Based on review of documentation, the child care center failed to maintain written documentation in accordance with regulatory requirements. A review of the staff schedule revealed that new employees had not been added to the schedule and employees who were no longer employed remained on the schedule, resulting in an inaccurate display of staff working hours.

Posted Documentation

In Compliance

Animals

In Compliance

Signature of Provider/Representative

Title

Date