



Andy Beshear
GOVERNOR

CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL

Melissa A. Moore, Director
Division of Regulated Child Care
Eastern Branch
455 Park Place, Suite 120A
Lexington, KY 40511
Phone: (859) 246-2301 Fax: (859) 246-2307
<https://chfs.ky.gov/agencies/os/oig>

Eric Friedlander
SECRETARY

Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Brookside Elementary School	Provider Information	CLR No: L383279
Provider Address: 199 Brookside Drive, Nicholasville, KY, 40356	Provider Type: LICENSED TYPE I	Capacity: 50
Owner(s): Jessamine County Schools		Director(s): Watts, Kellie

Inspection Type: Renewal Application	Inspection Information	Inspection No: 217028
Date Initiated: 09/28/2016 2:40 PM	Date Concluded: 09/28/2016 4:00 PM	
	No. of Children Present: 28	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
100 - Plan of Correction/10 days	Not In Compliance
922 KAR 2:090. Section 9. Statement of Deficiency and Corrective Action Plans. (2) Except for a violation posing an immediate threat as handled in accordance with KRS 199.896(5)(c), a child-care center shall submit a written corrective action plan to the cabinet or its designee within ten (10) calendar days of receipt of the statement of deficiency to eliminate or correct the regulatory violation.	
Findings: A PLAN OF CORRECTION WAS DUE ON 17 Oct 16 AND AS OF 09 Nov 16, THE PLAN OF CORRECTION HAS NOT BEEN RECEIVED.	
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, one (1) staff person did not have a completed annual evaluation in their file for the past year.	
Employee Records	Not In Compliance
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, one (1) staff person with a hire date of 8/14/14 had not completed the required fifteen (15) hours of annual training. This was confirmed through the ECE-Tris system as well. Additionally, another staff person with a hire date of 2/21/16 had not completed the six (6) hour orientation training.	

Inspection Report	
Programming	In Compliance
Premises	Not In Compliance
460 - Inaccessible Items	Not In Compliance
<p>922 KAR 2:120. Section 3. General Requirements.</p> <p>(7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care:</p> <ul style="list-style-type: none"> (a) Toxic cleaning supplies, poisons, and insecticides; (b) Knives and sharp objects; (c) Matches, cigarettes, lighters, and flammable liquids; (d) Plastic bags; (e) Litter and rubbish; (f) Bar soap; and (g) Personal belongings and medications of staff. 	
<p>Findings:</p> <p>General: Based on Observation, there was a can of Raid and a bottle of furniture polish located on a table at the front of the cafeteria. These items were accessible to the children.</p>	
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	Not In Compliance
1090 - Policies and Procedures	Not In Compliance
<p>922 KAR 2:110. Section 2. General.</p> <p>(5) Program policies and procedures shall:</p> <ul style="list-style-type: none"> (a) Be in writing; and (b) Include: <ul style="list-style-type: none"> 1. Staff policies; 2. Job descriptions; 3. An organization chart; 4. Chain of command; and 5. Other procedures necessary to ensure implementation of: <ul style="list-style-type: none"> 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. 	
<p>Findings:</p> <p>General: Based on Observation and interview, the staff person in charge was unable to locate their copy of the state regulations. The staff person in charge stated that they were normally located on the bulletin board, but they were not there during this survey.</p>	
Posted Documentation	In Compliance
Animals	Not Applicable

Signature of Provider/Representative

Title

Date