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GOVERNOR

**CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL**

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Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Nicholasville Elementary School	Provider Information	CLR No: L383280
Provider Address: 414 West Maple Street, 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: 216996
Date Initiated: 09/28/2016 3:10 PM	Date Concluded: 09/28/2016 4:10 PM	
	No. of Children Present: 39	

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, this regulatory requirement was not met. One (1) staff person eligible for an annual performance review did not have documentation of a review on file in the facility.	
Employee Records	Not In Compliance
315 - Educational Requirements	Not In Compliance
922 KAR 2:110. Section 5. 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. One (1) staff person (hire date: 8/22/16) did not have educational documentation on file.	

Inspection Report

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, the following was found:
The test was dated 9/4/13 which exceeds the two (2) year time frame.

1. One (1) staff file (hire date: 8/12/14) contained results of a negative T.B. test that is no longer current.
2. Two (2) staff (hire dates: 8/22/16 and 8/25/16) did not have T.B. documentation on file.

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, this regulatory requirement was not met. Two (2) staff files (hire dates: 8/26/13 and 8/26/14) did not contain the required fifteen (15) hours of training. The surveyor reviewed the Early Care and Education Training Records Information System (ECE-TRIS) website and the staff person's personnel file at the facility and found no evidence that this training had been completed.

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	Not In Compliance

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, this regulatory requirement was not met. Five (5) of the children's files/enrollment documentation did not contain information for the family's preferred hospital.

Written Documentation	Not In Compliance
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1105 - Professional Development

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(f) A written annual plan for child-care staff professional development;

Findings:

General: Based on Review of Documentation, this regulatory requirement was not met. Three (3) staff did not have evidence of a current staff professional development plan on file in the facility.

Inspection Report		
Posted Documentation	In Compliance	
Animals	Not Applicable	

Signature of Provider/Representative

Title

Date