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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: 100
Owner(s): Jessamine County Schools		Director(s): Thompson, Michelle Dawn

Inspection Type: Renewal Application	Inspection Information	Inspection No: 246581
Date Initiated: 10/12/2018 10:30 AM	Date Concluded: 10/12/2018 1:00 PM	
	No. of Children Present:	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance
320 - Operation instruction/Regulation copy	Not In Compliance
922 KAR 2:090. Section 8. General. (2) Child-care center staff shall be: (a) Instructed by the child-care center's director regarding requirements for operation; and (b) Provided with a copy of this administrative regulation, 922 KAR 2:120, and 922 KAR 2:280.	
Findings: Based on a review of documentation it was found that the copy of the regulations available on site at the time of the survey were not current.	
Employee Records	Not In Compliance
385 - 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: Based on interview it was found that the local school system has been on Fall Break all week and this location has been used for full day care. Further interview with the staff person in charge found that staff from the other after school programs within the system have been working at this location. Based on a review of documentation presented for review at the time of the survey it was found that not all staff files from the other locations contained all of the required employee records/documentation at this location.	

390 - 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:

Based on a review of documents presented for review at the time of the survey it was found that a staff person hired 11/10/17 did not have a copy of a high school diploma, GED or other qualifying documentation on file at the facility.

395 - 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:

Based on a review of records submitted for review at the time of the survey it was found that a staff person hired 8/15/18 did not have the results of a T.B. skin test read until 8/27/18. The T.B. test was not completed prior to the staff person's date of hire.

410 - 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 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 cabinet-approved 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 cabinet-approved pediatric abusive head trauma training completed once every five (5) years.**

Findings:

Based on a review ECE-Tris records and documentation presented for review at the time of the survey it was found that a staff person hired 2/27/17 took pediatric abusive head trauma training on 8/16/13 and did not renew the training until 9/7/17. A review of documents presented for review found a staff person hired 11/16/14 had not completed fifteen (15) hours of training for the 2016-2017 training year. Further review of documentation found a staff person hired 11/13/15 had only five (5) hours of training for the 2016-2017 training year.

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 In Compliance

870 - Transportation Notification/Third Party Contracts

Not In Compliance

922 KAR 2:120. Section 12. Transportation.

(3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:

- (f) Contracts, agreements, or documents detailing arrangements with any third party for services;**

Findings:

Based on interview it was found that the facility has a third party agreement with the local school system to provide transportation. A review of documentation presented for review at the time of the survey did not include documentation to verify there is a third party agreement with the school system.

Food Service/Food Program

In Compliance

Food Service

Not In Compliance

1130 - 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:

Based on observation the snack menu for the week was not posted. The staff person in charge indicated that the snacks are provided by the school cafeteria. However, they had not given them a copy of the menu for the week.

Inspection Report		
Children's Records		Not In Compliance
1135 - Immunization		Not In Compliance
<div>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;</div>		
Findings: Based on a review of records it was found that a child enrolled 8/16/18 had an immunization certificate that did not have a date to verify the certificate was still current.		
Written Documentation		In Compliance
Posted Documentation		Not In Compliance
1215 - Daily Activities		Not In Compliance
<div>922 KAR 2:090. Section 10. Director Requirements and Responsibilities. (1) A director shall: (h) Post a schedule of daily activities, to include dates and times of activities to be conducted with the children in each classroom;</div>		
Findings: Based on interview it was found that the school system was on Fall Break for the week and the children attended all day. Based on observation it was found that there was not a daily schedule of activities posted for full day of care. The facility had a daily schedule posted for after school care only.		
Animals		Not Applicable