



Andy Beshear
GOVERNOR

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

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Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Christian Traditional School, Inc.	Provider Information	CLR No: L383316
Provider Address: 925 Woodford Drive, Mt. Sterling, KY, 40353	Provider Type: LICENSED TYPE I	Capacity: 33
Owner(s): Christian Traditional School, Inc.		Director(s): Hartgrove, Heather

Inspection Type: Renewal Application	Inspection Information	Inspection No: 247072
Date Initiated: 11/29/2018 10:30 AM	Date Concluded: 11/29/2018 11:45 AM	
	No. of Children Present: 19	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
255 - Notification of Changes	Not In Compliance

922 KAR 2:090. Section 12. Reports.

(4)(a) Written notification of the following shall be:

- 1. Made to the cabinet, in writing, to allow for approval before implementation:**
 - a. Change of ownership;**
 - b. Change of location;**
 - c. Increase in capacity;**
 - d. Change in hours of operation;**
 - e. Change of services in the following categories:**
 - (i) Infant;**
 - (ii) Toddler;**
 - (iii) Preschool-age;**
 - (iv) School-age;**
 - (v) Nontraditional hours; or**
 - (vi) Transportation; or**
 - f. Addition to or reduction of the square footage of a child-care center's premises;**

Findings:

General: Based on review of documentation and interview, it was found that the program currently uses two (2) classrooms (Room #408 and #409) in addition to the fellowship hall, resource room and outdoor playground. A review of documentation from previous inspections found the facility was approved for the use of two (2) classrooms (Room #408 and #409), the fellowship hall and the outdoor playground. After reviewing the list of classrooms approved during past inspections and reviewing the list of classrooms currently being used by the program, it was found that the Resource Room had not been approved as part of the licensed space. The staff person in charge stated during interview that the four (4) year olds use the Resource Room three (3) days a week for art, music and physical education activities and indicated that they started using this space when the new school year began (August 2018).

Inspection Report	
Director Requirements	Not In Compliance
345 - Staff Evaluation	
922 KAR 2:090. Section 10. Director Requirements and Responsibilities. (1) 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. At the time of the survey it was found that there was no documentation that an annual evaluation had been conducted on one (1) staff person who had worked in excess of one (1) year at the facility (hire date: 9/8/14).	
Employee Records	In Compliance
Programming	In Compliance
Premises	Not In Compliance
520 - Inaccessible Items	
922 KAR 2:120. Section 3. General Requirements. (7) The following shall be inaccessible to a child in care: (a) Toxic cleaning supplies, poisons, and insecticides; (b) Matches, cigarettes, lighters, and flammable liquids; and (c) Personal belongings and medications of staff.	
Findings:	
General: Based on observation, this regulatory requirement was not met. During a tour of Room #408 (4 year olds), the surveyor observed a can of Lysol Disinfectant Spray being stored in a pocket storage container on the bathroom door along with numerous other classroom supplies such as paint brushes, tape, and glue sticks. The Lysol Disinfectant Spray was accessible to the children in the classroom.	
Hygienic Practices	In Compliance
First Aid/Medication	In Compliance
Outdoor Play Area	In Compliance
Equipment	In Compliance
Transportation	Not Applicable
Food Service/Food Program	In Compliance
Food Service	In Compliance
Children's Records	In Compliance
Written Documentation	Not In Compliance
1190 - Orientation Procedure	
922 KAR 2:120. Section 2. Child Care Services. (3)(b) The program shall include: 2. Written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member.	
Findings:	
General: Based on review of documentation, this regulatory requirement was not met. At the time of survey, it was found that the facility did not have a written policy regarding the implementation of procedures taught at orientation training. The staff person in charge stated that she did not have such a policy.	
Posted Documentation	In Compliance
Animals	In Compliance

Signature of Provider/Representative

Title

Date