



**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**

<b>Provider Name:</b> Christian Traditional School, Inc.	<b>Provider Information</b>	<b>CLR No:</b> L383316
<b>Provider Address:</b> 4322 Camargo Road, Mt. Sterling, KY, 40353	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 35
<b>Owner(s):</b> Christian Traditional School, Inc.		<b>Director(s):</b> Orr-Baker, Rebecca

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 319185
<b>Date Initiated:</b> 12/16/2021 10:30 AM	<b>Date Concluded:</b> 12/16/2021 11:40 AM	
	<b>No. of Children Present:</b> 18	

Inspection Report	
Background Checks	Not In Compliance
<b>10 - Submit background check</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:280 - Section 4. Procedures and Payments.</b></p> <p><b>(1) To initiate the process for obtaining background checks on a prospective child care staff member, the child care provider shall:</b></p> <p><b>(a) Request that the prospective child care staff member provide a copy of his or her driver's license or other government-issued photo identification and verify that the photograph clearly matches the prospective child care staff member;</b></p> <p><b>(b) Request that the prospective child care staff member complete and sign the:</b></p> <ol style="list-style-type: none"> <li><b>1. DCC-500, Applicant Child Care Staff Member Waiver Agreement and Statement; and</b></li> <li><b>2. DCC-501, Disclosures to Be Provided to and Signed by the Applicant Child Care Staff Member; and</b></li> </ol> <p><b>(c) Log on to the NBCP portal and enter the prospective child care staff member's demographic information for a check of the:</b></p> <ol style="list-style-type: none"> <li><b>1. Child abuse and neglect central registry pursuant to 922 KAR 1:470;</b></li> <li><b>2. National Crime Information Center's National Sex Offender Registry in accordance with 34 U.S.C. 20921; and</b></li> <li><b>3. Sex Offender Registry established in accordance with KRS 17.500 through 17.580.</b></li> </ol>	
<p><b>Findings:</b></p> <p>General: Based on review of documentation, observation and interview, this regulatory requirement was not met. One staff person hired on 11/15/21, was observed working with another staff person with the three-year-old group during the visit. This staff person had a completed criminal records check (CRC) on file dated 10/22/21; however, the facility has yet to initiate the process for obtaining a background check for this staff person in the Kentucky National Background Check Service (KARES). The staff person in charge acknowledged this finding and identified the staff person as a substitute.</p>	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>

**Inspection Report****General Administration****Not In Compliance****225 - Licensee Responsibility****Not In Compliance****922 KAR 2:090. Section 8. General.****(1) A licensee shall:**

- (a) Be responsible for the operation of the child-care center pursuant to this administrative regulation, 922 KAR 2:120, and 922 KAR 2:280; and**
- (b) Protect and assure the health, safety, and comfort of each child.**

**Findings:**

General: Based on observation, this regulatory requirement was not met. The following was found:

1. During a tour of Room #204 (three-year-old's), the surveyor observed two uncovered electrical outlets on the wall beside of the woodworking area.
2. The roll of paper towels that the children use in the bathroom across from the facility office, was being stored in an unsanitary manner; positioned on the sink counter. This method of storage promotes germs due to each child handling the roll to obtain a paper towel.

**Director Requirements****Not In Compliance****360 - Staff Evaluation****Not In Compliance****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, four staff eligible for an annual performance evaluation did not have current documentation on file at the facility. The documentation on file was dated 2019.

**Employee Records****Not In Compliance****395 - 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:**

General: Based on review of documentation and interview, this regulatory requirement was not met. A review of staff files during the inspection found two staff that did not have the date of employment listed in their file. The staff person in charge thought for a moment and then verbally identified 9/1/21 and 11/15/21, as the hire dates. However, the dates of hire were not maintained in the personnel files.

**400 - 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:**

General: Based on review of documentation, two staff (hire dates: 9/1/21 and 11/15/21) did not have educational documentation on file.

**405 - 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:**

General: Based on review of documentation, this regulatory requirement was not met. The following was found:

1. Two staff (hire dates: 9/1/21 and 11/15/21) did not have T.B. documentation on file.
2. Two staff files (hire dates: 9/6/16 and 9/4/18) contained results of negative T.B. tests that are no longer current. The tests were dated 10/22/19 and 10/15/19, which exceeds the two year time frame.

# Inspection Report

## 435 - 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 completed within the first three (3) months of employment in a child-care program;
  - (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment in a child care program, 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 completed between July 1 and the following June 30 of each subsequent year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.
- (17) A staff person's compliance with training requirements of this section shall be verified through the cabinet-designated database maintained pursuant to 922 KAR 2:240.

#### Findings:

General: Based on review of documentation and the Training Records Information System (TRIS), the following was found:

1. One staff person (hire date: 9/4/18) did not complete the required 15 hours of cabinet-approved training hours between 7/1/2020 and 6/30/21.
2. One staff person (hire date: 12/4/15) completed PAHT training on 10/18/16; however, did not renew the training due 10/18/21.

### Programming

In Compliance

### Premises

Not In Compliance

## 625 - Floors, Walls, Ceilings

Not In Compliance

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

- (9) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned.

#### Findings:

General: Based on observation, this regulatory requirement was not met. The surveyor observed dark stains on four ceiling tiles in the women's bathroom across the hall from the facility office.

### Hygienic Practices

In Compliance

### First Aid/Medication

In Compliance

### Outdoor Play Area

Not Applicable

### Equipment

In Compliance

### Transportation

Not Applicable

### Kitchen Requirements

In Compliance

### Food Service

In Compliance

### Meal Planning/Center Provides Meals

In Compliance

### Meal Planning/Center Does Not Provide Meals

In Compliance

### Children's Records

Not In Compliance

## 1245 - Immunization

Not In Compliance

### 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;

#### Findings:

General: Based on review of documentation, three children (enrollment dates: 8/2/21, 9/1/21, and 9/6/21) had immunization certificates that were no longer current as of 12/7/21, 9/22/21, and 7/23/21.

### Written Documentation

Not In Compliance

## 1260 - 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 and 42 U.S.C. 9858c(c)(2)(U).

#### Findings:

General: Based on review of documentation and interview, this regulatory requirement was not met. The surveyor found that the facility has yet to establish their emergency preparedness plan according to KRS 199.895. The staff person in charge stated that she was not aware of this regulatory requirement.

## 1280 - Professional Development

Not In Compliance

### 922 KAR 2:090. Section 9. 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, four staff eligible for an annual professional development plan did not have current documentation on file at the facility. The documentation on file was dated 2019.

Inspection Report

1285 - Earthquake/Tornado/Fire Drills

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

(h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;

(i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;

Findings:

General: Based on review of documentation, this regulatory requirement was not met. The fire, earthquake and tornado drills documented by the facility included the date and time of the drills; however, the names of the children who participated were not included on the documentation.

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date