



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

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**Eric C. Friedlander**  
Secretary

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Inspector General

**Inspection Report**

<b>Provider Name:</b> Central City Elementary Daycare Center	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L355938
<b>Provider Address:</b> 1501 North Second Street, Central City, KY, 42330		<b>Capacity:</b> 78
<b>Owner(s):</b> Muhlenberg County Schools		<b>Director(s):</b> Bullock, Judith Elaine

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 279045
<b>Date Initiated:</b> 04/09/2019 8:25 AM	<b>Date Concluded:</b> 04/09/2019 10:25 AM	
	<b>No. of Children Present:</b> 6	

Inspection Report	
<b>Background Checks</b>	<b>In Compliance</b>
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Director Requirements</b>	<b>Not In Compliance</b>
<b>345 - Staff Evaluation</b>	<b>Not In Compliance</b>

**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 interview and review of documentation, a caregiver hired 09/03/15, and a caregiver hired 09/02/15, did not have their annual written performance evaluation.

<b>Employee Records</b>	<b>Not In Compliance</b>
<b>395 - TB Verification</b>	<b>Not In Compliance</b>

**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 interview and review of documentation, the director had a TB skin test dated 03/07/17.

**Inspection Report**

**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:**

General: Based on interview and review of documentation, a caregiver hired 08/15/18, and a caregiver hired 08/01/18, each completed orientation on 01/16/19; therefore, these two (2) caregivers did not complete their orientation training within the first three (3) months of employment. The director and a caregiver hired 04/24/06, each completed their pediatric abusive head trauma training on 08/22/13; therefore, they did not complete their training every five (5) years.

<b>Programming</b>	<b>In Compliance</b>
<b>Premises</b>	<b>In Compliance</b>
<b>Hygienic Practices</b>	<b>In Compliance</b>
<b>First Aid/Medication</b>	<b>In Compliance</b>
<b>Outdoor Play Area</b>	<b>In Compliance</b>
<b>Equipment</b>	<b>In Compliance</b>
<b>Transportation</b>	<b>Not In Compliance</b>

**845 - Requirements for Transportation Services**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**  
**(2) A center providing or arranging transportation service shall:**  
**(a) Be licensed and approved by the cabinet or its designee prior to transporting a child;**  
**(b) Have a written plan that details the type of transportation, staff schedule, transportation schedule, and transportation route; and**  
**(c) Have written policies and procedures, including emergency procedures practiced monthly by staff who transports children.**

**Findings:**

General: Based on interview, there was no transportation route on file for the field trips which were taken during the summer months of 2018.

**960 - Children's Transportation Records**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**  
**(17) Transportation services provided shall:**  
**(a) Be recorded in writing and include:**  
**1. The first and last name of the child transported; and**  
**2. The time each child gets on and the time each child gets off;**  
**(b) Be completed by a staff member other than the driver; and**  
**(c) Be kept for five (5) years.**

**Findings:**

General: Based on interview, the center did not document the time each child got on and the time each child got off the bus for field trips taken during the summer months of 2018.

<b>Food Service/Food Program</b>	<b>In Compliance</b>
<b>Food Service</b>	<b>In Compliance</b>

**Inspection Report**

**Children's Records**

**Not In Compliance**

**1140 - Enrollment Information**

**Not In Compliance**

**922 KAR 2:090. Section 9. 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 a 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 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 interview and review of documentation, a child enrolled 03/26/19 and a child enrolled 03/22/19, each did not have their preferred hospital information and their physician on file.

**Written Documentation**

**Not In Compliance**

**1170 - 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 interview and review of documentation, a caregiver hired 09/03/15, did not have her annual professional development plan.

**Posted Documentation**

**In Compliance**

**Animals**

**Not Applicable**

Signature of  
Provider/Representative

Title

Date