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**Inspection Report**

<b>Provider Name:</b> Camp FIRE Eminence Elementary	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L383476
<b>Provider Address:</b> 254 West Broadway Street, Eminence, KY, 40019		<b>Capacity:</b> 256
<b>Owner(s):</b> Eminence Independent Schools		<b>Director(s):</b> Royalty, Joy Ellen

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 243576
<b>Date Initiated:</b> 03/28/2018 4:20 PM	<b>Date Concluded:</b> 03/28/2018 7:15 PM	
	<b>No. of Children Present:</b> 33	

<b>Inspection Report</b>		
<b>Background Checks</b>	<b>In Compliance</b>	
<b>Supervision</b>	<b>In Compliance</b>	

**Inspection Report**

**Staffing Requirements**

**Not In Compliance**

**125 - Ratios and Group Size**

**Not In Compliance**

**922 KAR 2:120. Section 2. Child Care Services.**

**(2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows:**

**Age of Children Ratio Maximum Group Size\***

- Infant**
- 1 staff for 5 children 10**
- Toddler 12 to 24 months**
- 1 staff for 6 children 12**
- Toddler 24 to 36 months**
- 1 staff for 10 children 20**
- Preschool-age 3 to 4 years**
- 1 staff for 12 children 24**
- Preschool-age 4 to 5 years**
- 1 staff for 14 children 28**
- School-age 5 to 7 years**
- 1 staff for 15 children 30**
- School-age 7 and older**
- 1 staff for 25 children**
- (for before and after school) 30**
- 1 staff for 20 children**
- (full day of care) 30**

**\*Maximum Group Size shall be applicable only to Type I child-care centers.**

**(b) The age of the youngest child in the group shall determine the:**

- 1. Staff-to-child ratio; and**
- 2. Maximum group size.**

**Findings:**

General: Based on observation and interview, the child care center failed to comply with staffing requirements. Observation of the Lower Cafe' classroom revealed eighteen (18) children in care and one (1) staff person. Interview with staff revealed the youngest child in the group was five-years-old. Additional observation revealed the Upper Cafe' classroom contained fifteen (15) children and one (1) staff person. Interview with staff revealed the youngest child in the Upper Cafe' classroom was five-years-old. The staff-to-child ratio was exceeded in the Lower Cafe' classroom by three (3) children based on the age of the youngest child in the classroom. Furthermore, the children were observed to cross back-and-forth between the two (2) classrooms creating an inability to distinguish between groups.

**General Administration**

**Not In Compliance**

**145 - Fire Marshal**

**Not In Compliance**

**922 KAR 2:090. Section 6. License Issuance.**

**(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:**

**(b) Be approved by the Office of the State Fire Marshal or designee;**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to comply with regulatory requirements with regard the Fire Marshal report. Upon request, the child care center site director did not present documentation of an Office of the State Fire Marshal report.

**155 - Liability Insurance**

**Not In Compliance**

**922 KAR 2:090. Section 6. License Issuance.**

**(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:**

**(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;**

**Findings:**

General: Based on interview and review of written documentation, the child care center failed to comply with regulatory requirements with regard to Liability Insurance. Upon request, the child care center failed to provide written proof of current liability insurance coverage of at least \$100,000 per occurrence. Review of written documentation revealed the documents provided had expired.

**180 - Plan of Correction/15 days**

**Not In Compliance**

**922 KAR 2:090. Section 14. 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 fifteen (15) calendar days of the date of the statement of deficiency to eliminate or correct the regulatory violation.**

**Findings:**

A PLAN OF CORRECTION WAS DUE ON 05/01/2018 AND AS OF 05/15/2018, THE PLAN OF CORRECTION HAS NOT BEEN RECEIVED.

**Director Requirements**

**Not In Compliance**

**340 - Staff Meeting**

**Not In Compliance**

**922 KAR 2:090. Section 10. Director Requirements and Responsibilities.**

**(1) A director shall:**

**(i) Conduct, manage, and document in writing recurring staff meetings;**

**Findings:**

General: Based on interview and review of written documentation, the child care center director failed to assure compliance with regulatory requirements with regard to staff meetings. Upon request the child care center director failed to provide written documentation of staff meetings conducted and managed for the review period.

**345 - 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 interview and review of written documentation, the child care center director failed to comply with regulatory requirements with regard to staff evaluations. Upon request, the child care center failed to provide documented evidence of an annual evaluation conducted within the last twelve (12) months on staff member with a hire date of 01/03/17.

**Employee Records**

**Not In Compliance**

**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:**

General: Based on review of documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request the child care center director failed to provide documentation of a high school diploma, GED or qualifying documentation from a comparable education entity, or Commonwealth Child Care Credential for a staff member with a hire date of 11/16/17. Review of the transcript received indicated the document was printed on 06/12/99 and further revealed the staff had not graduated from high school.

**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 review of documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request the child care center director failed to provide written documentation that staff members with hire dates 12/04/15 and 01/03/17 completed fifteen (15) hours of cabinet-approved early care and education training during each subsequent year of employment. In addition, there was no documented evidence of the completion of six (6) hours of cabinet-approved orientation within the first three (3) months of employment for a staff member with a hire date of 11/16/17. Further review revealed staff members with hire dates 12/04/15, 05/27/17 and 01/03/17 failed to provide written documentation of currently completed one and one-half (1 ½) hours of pediatric abusive head trauma (PAHT) training completed. Staff members with a hire date of 12/04/15 and 05/27/17 completed PAHT on 04/21/12 and the training has thus exceeded the five (5) year period per regulatory requirement.

**Programming**

**In Compliance**

**Premises**

**Not In Compliance**

**650 - Toilet**

**Not In Compliance**

**922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.**

**(4) Each toilet shall:**

- (a) Be kept in clean condition;**
- (b) Be kept in good repair;**
- (c) Be in a lighted room; and**
- (d) Have ventilation to outside air.**

**Findings:**

General: Based on observation, the child care center failed to maintain premises in accordance with regulatory requirements. Observation of the boy's bathroom revealed three (3) toilets and one (1) urinal. The cleanliness of the boy's bathroom was determined to be not well kept, as two (2) of the toilets were unflushed and contained fecal matter.

**Hygienic Practices**

**In Compliance**

**Inspection Report**

**First Aid/Medication**

**Not In Compliance**

**715 - First Aid Supplies**

**Not In Compliance**

**922 KAR 2:120. Section 7. First Aid and Medicine.**

**(1) First aid supplies shall:**

- (a) Be available to provide prompt and proper first aid treatment;**
- (b) Be stored out of reach of a child;**
- (c) Be periodically inventoried to ensure the supplies have not expired;**
- (d) If reusable, be:
 
  - 1. Sanitized; and**
  - 2. Maintained in a sanitary manner; and****
- (e) Include:
 
  - 1. Liquid soap;**
  - 2. Adhesive bandages;**
  - 3. Sterile gauze;**
  - 4. Medical tape;**
  - 5. Scissors;**
  - 6. A thermometer;**
  - 7. Flashlight;**
  - 8. Cold pack;**
  - 9. First aid book;**
  - 10. Disposable gloves; and**
  - 11. A cardiopulmonary resuscitation mouthpiece protector.****

**Findings:**

General: Based on observation and interview, the child care center failed to comply with the regulatory requirements regarding first aid. Upon request, the child care center director was unable to provide evidence of first aid supplies such as gauze, scissors, gloves, medical tape, and thermometer necessary to provide prompt and proper first aid treatment.

**Outdoor Play Area**

**In Compliance**

**Equipment**

**In Compliance**

**Transportation**

**In Compliance**

**Food Service/Food Program**

**In Compliance**

**Food Service**

**In Compliance**

**Children's Records**

**In Compliance**

**Written Documentation**

**Not In Compliance**

**1150 - 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, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, the child care center failed to provide documented evidence that the child care center submitted an evacuation plan to local emergency management officials by December 31, 2017.

**1155 - Policies and Procedures**

**Not In Compliance**

**922 KAR 2:090. Section 8. General.**

**(4) Program policies and procedures shall:**

- (a) Be in writing; and**
- (b) Include:
 
  - 1. Staff policies;**
  - 2. Job descriptions;**
  - 3. An organization chart;**
  - 4. Chain of command; and**
  - 5. Other procedures necessary to ensure implementation of:
 
    - a. KRS 199.898, Rights for children in child-care programs and their parents, custodians, or guardians - posting and distribution requirements;**
    - b. 922 KAR 2:120, Child-care center health and safety standards;**
    - c. 922 KAR 2:280, Background checks for child care staff members, reporting requirements, and appeals; and**
    - d. This administrative regulation.******

**Findings:**

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request the child care center director failed to provide documented evidence of a current chain of command and organizational chart.

Inspection Report

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 review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request the child care center director failed to provide a written annual plan or individualized plan for child care professional development for a staff member with a hire date 01/03/17.

1175 - 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 and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request the child care center director failed to provide written record of quarterly earthquake/tornado drills between the months of February 2017 to July 2017, detailing the date, time and children who participated.

1195 - Fire Drills

Not In Compliance

922 KAR 2:120. Section 3. General Requirements.

- (12) A fire drill shall be conducted during hours of operation:
  - (a) At least monthly; and
  - (b) Documented.
- (13) An earthquake drill and a tornado drill shall be:
  - (a) Conducted during hours of operation at least quarterly; and
  - (b) Documented.

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request the child care center director failed to provide written record of monthly fire drills for the months of February 2017 to July 2017, detailing the date, time and names of children who participated.

Posted Documentation

Not In Compliance

1200 - Posting Requirements

Not In Compliance

922 KAR 2:090. Section 8. General.

- (6) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:
  - (a) The provider's preliminary or regular license;
  - (b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;
  - (c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;
  - (d) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;
  - (e) A description of services provided by the child-care center, including:
    - 1. Current rates for child care; and
    - 2. Each service charged separately and in addition to the basic rate for child care;
  - (f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and
  - (g) Daily planned program.

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain posted documentation in accordance with regulatory requirements. Review of posted documentation revealed the posted license to the child care center expired on 06/30/17. Upon request the child care center director was unable to provide documented evidence of a current license to operate child care. In addition, the child care center director was unable to provide documented evidence of a statement of deficiency (SOD) issued by the cabinet or plan of correction (POC) submitted by the child care center to the cabinet during the current licensure year.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date