



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

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**Inspection Report**

<b>Provider Name:</b> Hicks, Sheila Rose	<b>Provider Information</b>	<b>CLR No:</b> C70957
<b>Provider Address:</b> 2450 Plum Run Road, Bardstown, KY, 40004	<b>Provider Type:</b> CERTIFIED	<b>Capacity:</b> 6

<b>Inspection Type:</b> Annual Inspection	<b>Inspection Information</b>	<b>Inspection No:</b> 218367
<b>Date Initiated:</b> 01/27/2017 11:55 AM	<b>Date Concluded:</b> 01/27/2017 1:00 PM	
<b>No. of Children Enrolled:</b> 14	<b>No. of Children Present:</b> 3	

<b>Inspection Report</b>		
<b>Supervision</b>		<b>In Compliance</b>
<b>General Administration</b>		<b>In Compliance</b>
<b>Provider Requirements</b>		<b>In Compliance</b>
<b>Provider Records</b>		<b>Not In Compliance</b>
<b>155 - Provider Training Requirements</b>		<b>Not In Compliance</b>
<b>922 KAR 2:100 - Section 10. Standards for the Provider.</b> <b>(1)(a) A provider shall complete annually at least nine (9) hours of cabinet-approved early care and education training beginning with the second year of operation, including one and one-half (1½) hours of cabinet-approved pediatric abusive head trauma training in accordance with KRS 199.8982(2):</b> <b>a. Within the second year of employment or operation in child care; and</b> <b>b. Every subsequent five (5) years of employment or operation in child care.</b>		
<b>Findings:</b> General: Based on Review of Documentation, and interview, the family child care home failed to maintain employee records in accordance with regulatory requirements. Review of presented provider files revealed the provider did not have documentation of nine (9) hours of cabinet-approved training. Review of ECE-TRIS training report verified the provider did not complete nine (9) hours of cabinet-approved training. Interview with the provider revealed she did not complete nine (9) hours of cabinet-approved training.		
<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 Applicable</b>
<b>Food Service</b>		<b>In Compliance</b>
<b>Children's Records</b>		<b>In Compliance</b>

**Inspection Report****Written Documentation****Not In Compliance****625 - Fire Drill Requirements****Not In Compliance****922 KAR 2:100 - Section 11. The General Requirements of the Family Child-Care Home Environment.****(19) A fire drill shall be conducted during hours of operation:**

- (a) At least monthly; and**
- (b) Documented.**

**Findings:**

General: Based on Review of Documentation, and interview, the family child care home failed to maintain written documentation in accordance with regulatory requirements. Review of presented documentation revealed the provider did not have documentation of monthly fire drills. Interview with the provider revealed she had conducted the fire drills; however, she was not able to locate the documentation at the time of the survey.

**630 - Tornado Drill Requirements****Not In Compliance****922 KAR 2:100 - Section 11. The General Requirements of the Family Child-Care Home Environment.****(20) An earthquake drill and a tornado drill shall be conducted during hours of operation:**

- (a) At least quarterly; and**
- (b) Documented.**

**Findings:**

General: Based on Review of Documentation, and interview, the family child care home failed to maintain written documentation in accordance with regulatory requirements. Review of presented documentation revealed the provider did not have documentation of earthquake drills and tornado drills conducted quarterly. Interview with the provider revealed she had conducted the earthquake drills and tornado drills quarterly; however, she was not able to locate the documentation of the conducted drills at the time of the survey.

**640 - Earthquake Drills****Not In Compliance****922 KAR 2:100 - Section 18. Records.****(5) A certified family child-care home provider shall maintain a written record of:**

- (a) Quarterly practiced earthquake drills and tornado drills detailing the date, time, and participants in accordance with Section 11(20) of this administrative regulation;**

**Findings:**

General: Based on Review of Documentation, and interview, the family child care home failed to maintain written documentation in accordance with regulatory requirements. Review of presented documentation revealed there was not a written record of when earthquake drills and tornado drills were conducted detailing the date, time and participants. Interview with the provider revealed she had conducted the earthquake drills and tornado drills documenting in writing the date, time and participants; however, she was not able to locate the written record documenting the drills at the time of the survey.

**645 - Fire Drills****Not In Compliance****922 KAR 2:100 - Section 18. Records.****(5) A certified family child-care home provider shall maintain a written record of:**

- (b) Monthly practiced fire drills detailing the date, time, and participants in accordance with Section 11(19) of this administrative regulation; and**

**Findings:**

General: Based on Review of Documentation, and interview, the family child care home failed to maintain written documentation in accordance with regulatory requirements. Review of presented documentation revealed there was not a written record of when fire drills were conducted detailing the date, time and participants. Interview with the provider revealed she had conducted the fire drills documenting in writing the date, time and participants; however, she was not able to locate the written record documenting the drills at the time of the survey.

**Posted Documentation****In Compliance****Animals****Not Applicable****Posted Requirements****In Compliance**

Signature of  
Provider/Representative

Title

Date