



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

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**Inspection Report**

<b>Provider Name:</b> Hickerson, Michelle Dawn	<b>Provider Information</b>	<b>CLR No:</b> C70965
<b>Provider Address:</b> 103 Cooper Drive, Tollesboro, KY, 41189	<b>Provider Type:</b> CERTIFIED	<b>Capacity:</b> 6

<b>Inspection Type:</b> Annual Inspection	<b>Inspection Information</b>	<b>Inspection No:</b> 247545
<b>Date Initiated:</b> 12/18/2018 12:37 PM	<b>Date Concluded:</b> 12/18/2018 1:50 PM	
<b>No. of Children Enrolled:</b> 8	<b>No. of Children Present:</b> 4	

Inspection Report	
<b>Background Checks</b>	<b>In Compliance</b>
<b>Supervision</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Provider Requirements</b>	<b>Not In Compliance</b>
<b>225 - Information to Parents</b>	<b>Not In Compliance</b>

**922 KAR 2:100 - Section 19. Certified Family Child-Care Home Program.**

The certified family child-care home provider shall:

- (2) Make available a copy of the certification standards to each parent;
- (3) Provide each parent with the name, address, and telephone number of the cabinet for the purpose of registering a complaint if the parent believes the family child-care home provider is not meeting the standards;

**Findings:**

General: Based on Review of Documentation, the certified provider did not have a current copy of the certification standards on file for the parents to access. The copy of the certification standards on file were dated 5/23/08.

<b>Provider Records</b>	<b>Not In Compliance</b>
<b>260 - Orientation/training plan</b>	<b>Not In Compliance</b>

**922 KAR 2:100 - Section 2. Certification Process.**

(9) Within three (3) months of submission to the cabinet of a complete OIG-DRCC-03, an applicant shall:

- (a) Demonstrate completion of six (6) hours of cabinet-approved training in accordance with KRS 199.8982(1)(a)6; and
- (b) Develop and implement a written plan for obtaining nine (9) hours of annual cabinet-approved training as required in Section 10(1) of this administrative regulation.

**Findings:**

General: Based on Review of Documentation, the certified provider did not have a current written training plan on file for obtaining nine (9) hours of 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>

Inspection Report	
<b>Outdoor Play Area</b>	<b>Not In Compliance</b>
<b>525 - Outdoor Play Area Safe</b>	<b>Not In Compliance</b>
<b>922 KAR 2:100 - Section 11. The General Requirements of the Family Child-Care Home Environment.</b> <b>(13) An outdoor play area shall be free of unavoidable danger or risk.</b>	
<b>Findings:</b> General: Based on Observation, the chain link fence around the outdoor play area was in disrepair. Two (2) sections of the chain link fence had fallen down and the top rails were missing. The certified provider indicated that a tree fell on the fence.	
<b>Equipment</b>	<b>In Compliance</b>
<b>Transportation</b>	<b>Not Applicable</b>
<b>Food Service/Food Program</b>	<b>In Compliance</b>
<b>Food Service</b>	<b>In Compliance</b>
<b>Children's Records</b>	<b>Not In Compliance</b>
<b>730 - Immunization</b>	<b>Not In Compliance</b>
<b>922 KAR 2:100 - Section 18. Records.</b> <b>(1) A provider shall maintain:</b> <b>(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;</b>	
<b>Findings:</b> General: Based on Review of Documentation, one (1) child's file did not contain a current immunization certificate. The immunization certificate on file was dated 10/05/18. The child had been enrolled in excess of thirty (30) days.	
<b>735 - Children's information</b>	<b>Not In Compliance</b>
<b>922 KAR 2:100 - Section 18. Records.</b> <b>(1) A provider shall maintain:</b> <b>(b) A written record for each child:</b> <b>1. Completed and signed by the child's parent;</b> <b>2. Retained on file on the first day the child attends the family child-care home; and</b> <b>3. To contain:</b> <b>a. Identifying information about the child, which includes, at minimum, the child's name, address, and date of birth;</b> <b>b. Contact information to enable the provider to contact the child's:</b> <b>(i) Parent at the parent's home or place of employment;</b> <b>(ii) Family physician; and</b> <b>(iii) Preferred hospital;</b> <b>c. The name of each person who is designated in writing to pick-up the child;</b> <b>d. The child's general health status and medical history including, if applicable:</b> <b>(i) Allergies;</b> <b>(ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and</b> <b>(iii) Permission from the parent for third-party professional services in the family child-care home;</b> <b>e. The name and phone number of each person to be contacted in an emergency situation involving or impacting the child;</b> <b>f. Authorization by the parent for the provider to seek emergency medical care for the child in the parent's absence; and</b>	
<b>Findings:</b> General: Based on Review of Documentation, one (1) of the children's records was missing a preferred hospital. The parent left this area blank. The child was enrolled on 8/18/17.	
<b>Written Documentation</b>	<b>In Compliance</b>
<b>Posted/Available Documentation</b>	<b>Not In Compliance</b>
<b>825 - Posted Documentation</b>	<b>Not In Compliance</b>
<b>922 KAR 2:100 - Section 19. Certified Family Child-Care Home Program.</b> <b>The certified family child-care home provider shall:</b> <b>(7) Make available to a parent upon request:</b> <b>(a) The staff to child ratios described in Section 10 of this administrative regulation;</b> <b>(b) The planned program of activities;</b> <b>(c) Each statement of deficiency issued by the cabinet during the current certification period;</b> <b>(d) Each plan of correction submitted by the certified family child-care home to the cabinet during the current certification period; and</b> <b>(e) Daily schedule including any trips outside the family child-care home;</b>	
<b>Findings:</b> General: Based on Observation, the certified provider did not have a copy of the staff-to-child ratios for a certified family child-care home available for parents upon request.	
<b>Animals</b>	<b>In Compliance</b>
<b>Posted Requirements</b>	<b>In Compliance</b>

Signature of  
Provider/Representative

Title

Date