



Andy Beshear
GOVERNOR

CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL

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Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Extended School Program at Garrett Morgan Elementary	Provider Information Provider Type: LICENSED TYPE I	CLR No: L383556
Provider Address: 1150 Passage Mound Way, Lexington, KY, 40509		Capacity: 175
Owner(s): Lexington-fayette Urban County Government		Director(s): Prater, Lee Marie

Inspection Type: Investigation	Inspection Information	Inspection No: 219812
Date Initiated: 05/01/2017 2:25 PM	Date Concluded: 05/01/2017 3:05 PM	
	No. of Children Present:	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
Director Requirements	In Compliance
Employee Records	Not In Compliance
310 - Personnel File	Not In Compliance

922 KAR 2:110. Section 3. 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. Written record of training participation to include:
 - a. The training source;
 - b. Location;
 - c. Date; and
 - d. Number of clock hours completed;
5. Every two (2) years, a:
 - a. Statement from a health professional that the individual is free of active tuberculosis; or
 - b. Copy of negative tuberculin results; and
6. For a director, employee, volunteer, or any person with supervisory or disciplinary control over, or having unsupervised contact with, a child in care, the results of a:
 - a. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;
 - b. Criminal records check required by KRS 199.896(19);
 - c. Criminal records check from any previous state of residence completed once if:
 - (i) The individual resided outside the state of Kentucky in the last five (5) years; and
 - (ii) No criminal records check has been completed for the individual's previous state of residence; and
 - d. An address check of the Sex Offender Registry;

Findings:

General: Based on Interview, the staff person in charge could not locate the staff binder the day of the investigation on 05/01/17. He stated that the files might be at his office. On 05/02/17, the staff person called DRCC surveyor and stated that the files were actually on site but just in another cabinet. The files were not accessible on the day of the investigation.

Signature of Provider/Representative

Title

Date