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**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

<b>Provider Name:</b> YMCA Before/Afterschool at Leestown Middle School	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L383568
<b>Provider Address:</b> 2010 Leestown Rd., Lexington, KY, 40511		<b>Capacity:</b> 150(Bldg 1: 150)
<b>Owner(s):</b> YMCA of Central Kentucky		<b>Director(s):</b> Hubbard, Jennifer

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 242231
<b>Date Initiated:</b> 10/11/2017 7:30 AM	<b>Date Concluded:</b> 10/11/2017 8:37 AM	
	<b>No. of Children Present:</b> 17	

Inspection Report	
<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>275 - Caregiver Alone</b>	<b>Not In Compliance</b>

**922 KAR 2:110. Section 4. Director Requirements and Responsibilities.**

**(1) Effective with the adoption of this administrative regulation, a director shall:**

**(n) Assure that a person acting as a caregiver of a child in care shall not be left alone with a child, if the licensee has not received the results of the background checks as described in Section 3(1)(e)6 of this administrative regulation;**

**Findings:**

General: Based on Observation, it was found that three (3) staff persons were working together caring for seventeen (17) children but none of the three (3) staff had a child abuse and neglect check on file. The dates of hire for the staff were 09/25/2017, 09/15/2017 and 08/2017.

<b>Employee Records</b>	<b>Not In Compliance</b>
<b>300 - Background checks/left alone</b>	<b>Not In Compliance</b>

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

**(5) An individual described in subsection (4) of this section shall:**

**(a) Submit to background checks described in paragraph (b) of this subsection;**

**(b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:**

- 1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;**
- 2. Criminal records check required by KRS 199.896(19);**
- 3. Criminal records check for any previous state of residence if the person resided outside the state of Kentucky in the last five (5) years; and**
- 4. An address check of the Sex Offender Registry; and**

**(c) Not be left alone in the presence of a child until copies of the background checks in accordance with paragraph (b) of this subsection have been received by the licensee.**

**Findings:**

General: Based on Observation, it was found that three (3) staff persons were working together caring for seventeen (17) children but none of the three (3) staff had a child abuse and neglect check on file. The dates of hire for the staff were 09/25/2017, 09/15/2017 and 08/2017. It was also found that the staff person with a hire date of 08/2017 did not have documentation of a criminal records check in her file.

**315 - Educational Requirements**

**Not In Compliance**

**922 KAR 2:110. Section 5. 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, it was found that a staff person with a hire date of 08/2017 did not have documentation of proof of education on file.

**320 - TB Verification**

**Not In Compliance**

**922 KAR 2:110. Section 5. 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 Review of Documentation, it was found through a review of eight (8) staff files that one (1) staff with a hire date of 08/2017 had no evidence of being free of TB.

**340 - Training**

**Not In Compliance**

**922 KAR 2:110. Section 5. Staff Requirements.**

**(14) 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 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 pediatric abusive head trauma training completed once every five (5) years.**

**Findings:**

General: Based on Review of Documentation, it was found through a review of eight (8) staff files that one (1) staff person with a hire date of 04/04/2016 did not have evidence of the fifteen (15) hours of cabinet-approved early care and education training. A review of ECE-TRIS confirmed this. It was also found that a staff person with a hire date of 08/03/2006 did not have evidence of the renewal of their pediatric abusive head trauma training. A review of ECE-TRIS also confirmed this.

**Programming**

**Not In Compliance**

**350 - Program of Activities Followed**

**Not In Compliance**

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

**(4) The child-care center shall provide a daily planned program:**

- (a) Posted in writing in a conspicuous location with each age group and followed;**
- (b) Of activities that are individualized and developmentally appropriate for each child served;**
- (c) That provides experience to promote the individual child's physical, emotional, social, and intellectual growth and well-being; and**
- (d) That offers a variety of creative activities including the following:**
  - 1. Art;**
  - 2. Music;**
  - 3. Dramatic play;**
  - 4. Stories and books;**
  - 5. Science;**
  - 6. Block building;**
  - 7. Tactile activity;**
  - 8. Culture;**
  - 9. Indoor or outdoor play in which a child makes use of both small and large muscles;**
  - 10. A balance of active and quiet play, including group and individual activity;**
  - 11. An opportunity for a child to:**
    - a. Have some free choice of activities;**
    - b. If desired, play apart from the group at times;**

**Findings:**

General: Based on Observation, it was found that there were no dramatic play materials, books or tactile materials available. These activities were not listed on the planned program of activities.

<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>

Inspection Report	
Children's Records	Not In Compliance
<b>1070 - Immunization</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:110. Section 3. Records.</b></p> <p><b>(1) A child-care center shall maintain:</b></p> <p style="padding-left: 20px;"><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></p>	
<p><b>Findings:</b></p> <p>General: Based on Review of Documentation, it was found that a child with an enrollment date of 08/16/2017 had a file that did not contain an immunization certificate.</p>	
<b>1075 - Enrollment Information</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:110. Section 3. Records.</b></p> <p><b>(1) A child-care center shall maintain:</b></p> <p style="padding-left: 20px;"><b>(b) A written record for each child:</b></p> <ol style="list-style-type: none"> <li><b>1. Completed and signed by the child's parent;</b></li> <li><b>2. Retained on file on the first day the child attends the child-care center; and</b></li> <li><b>3. To contain:</b> <ol style="list-style-type: none"> <li><b>a. Identifying information about the child, which includes, at minimum, the child's name, address, and date of birth;</b></li> <li><b>b. Contact information to enable a person in charge to contact the child's:</b> <ol style="list-style-type: none"> <li><b>(i) Parent at the parent's home or place of employment;</b></li> <li><b>(ii) Family physician; and</b></li> <li><b>(iii) Preferred hospital;</b></li> </ol> </li> <li><b>c. The name of each person who is designated in writing to pick-up the child;</b></li> <li><b>d. The child's general health status and medical history including, if applicable:</b> <ol style="list-style-type: none"> <li><b>(i) Allergies;</b></li> <li><b>(ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and</b></li> <li><b>(iii) Permission from the parent for third-party professional services in the child-care center;</b></li> </ol> </li> <li><b>e. The name and phone number of each person to be contacted in an emergency situation involving or impacting the child;</b></li> <li><b>f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;</b></li> </ol> </li> </ol>	
<p><b>Findings:</b></p> <p>General: Based on Review of Documentation, it was found through a review of ten (10) children's files that one (1) child's file with a enrollment date of 08/16/2017 did not have the physician's contact information or the preferred hospital listed.</p>	
Written Documentation	Not In Compliance
<b>1085 - Evacuation Plan</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:090. Section 5. Evacuation Plan.</b></p> <p><b>(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.</b></p>	
<p><b>Findings:</b></p> <p>General: Based on Review of Documentation, it was found that there was not a current evacuation plan on file for the facility. The last plan was dated 10/06/2015.</p>	
<b>1105 - Professional Development</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:110. Section 3. Records.</b></p> <p><b>(1) A child-care center shall maintain:</b></p> <p style="padding-left: 20px;"><b>(f) A written annual plan for child-care staff professional development;</b></p>	
<p><b>Findings:</b></p> <p>General: Based on Review of Documentation, it was found through a review of eight (8) staff files that there was one (1) staff file that did not contain an annual professional development plan.</p>	
Posted Documentation	In Compliance
Animals	In Compliance

Signature of Provider/Representative

Title

Date