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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> Young Men's Christian Association of Central Kentucky, Inc.		<b>Director(s):</b> Berry, Jessica Denise

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 247081
<b>Date Initiated:</b> 12/18/2018 4:00 PM	<b>Date Concluded:</b> 12/18/2018 5:05 PM	
	<b>No. of Children Present:</b> 4	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance
Employee Records	Not In Compliance

**385 - Personnel File**

**Not In Compliance**

**922 KAR 2:090. Section 9. 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. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and
5. The results of background checks conducted in accordance with 922 KAR 2:280;

**Findings:**

General: Based on review of documentation, it was found that two (2) staff did not have evidence of an annual performance evaluation at the facility. The hire dates for these staff are 08/22/2017 and 11/16/2017.

**395 - TB Verification**

**Not In Compliance**

**922 KAR 2:090. Section 11. 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 that one (1) staff file did not contain evidence of a negative TB screening. The date of hire for this staff is 04/26/2016.

**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 observation, the following was found:

- 1.) Three (3) staff did not complete the required fifteen (15) hours of cabinet approved training. The hire dates for these staff are 04/26/2016, 02/09/2017, and 11/16/2017.
- 2.) Two (2) staff have not completed the required orientation training. The hire dates for these staff are 02/09/2017 and 11/16/2017.
- 3.) One (1) staff did not complete orientation training within the first ninety (90) days of employment. The hire date for this staff is 08/22/2017.

A review of ECE-TRIS confirmed these findings.

<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/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>

**1135 - Immunization**

**Not In Compliance**

**922 KAR 2:090. Section 9. Records.**

- (1) A child-care center shall maintain:**
- (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;**

**Findings:**

General: Based on review of documentation, it was found that one (1) child did not have a current immunization certificate on file at the facility. The enrollment date for this child is 08/15/2018.

**1140 - Enrollment Information**

**Not In Compliance**

**922 KAR 2:090. Section 9. Records.**

- (1) A child-care center shall maintain:**
- (b) A written record for each child:**
    - 1. Completed and signed by the child's parent;**
    - 2. Retained on file on the first day the child attends the child-care center; and**
    - 3. To contain:**
      - a. Identifying information about the child, which includes, at a minimum, the child's name, address, and date of birth;**
      - b. Contact information to enable a person in charge to contact the child's:**
        - (i) Parent at the parent's home or place of employment;**
        - (ii) Family physician; and**
        - (iii) Preferred hospital;**
      - c. The name of each person who is designated in writing to pick-up the child;**
      - d. The child's general health status and medical history including, if applicable:**
        - (i) Allergies;**
        - (ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and**
        - (iii) Permission from the parent for third-party professional services in the child-care center;**
      - e. The name and phone number of each person to be contacted in an emergency involving or impacting the child;**
      - f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;**

**Findings:**

General: Based on review of documentation, it was found that one (1) child did not have a preferred hospital listed on the enrollment paperwork. Instead, "any" was listed. The date of enrollment for this child is 08/15/2018.

Inspection Report		
Written Documentation		Not In Compliance
1170 - Professional Development		Not In Compliance
<div> <div>922 KAR 2:090. Section 9. Records.</div> <div>(1) A child-care center shall maintain:</div> <div>(f) A written annual plan for child-care staff professional development;</div> </div>		
<b>Findings:</b> General: Based on review of documentation, it was found that one (1) staff did not have evidence of a professional development plan on file at the facility. The hire date for this staff is 04/26/2016.		
Posted Documentation		In Compliance
Animals		In Compliance

Signature of Provider/Representative

Title

Date