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Inspection Report

Provider Name: YMCA Before/After School at Leestown Middle School	Provider Information Provider Type: LICENSED TYPE I	CLR No: L383568
Provider Address: 2010 Leestown Rd., Lexington, KY, 40511		Capacity: 150(Bldg 1: 150)
Owner(s): Young Men's Christian Association Of Central Ky Inc		Director(s): Berry, Jessica Denise

Inspection Type: Renewal Application	Inspection Information	Inspection No: 291713
Date Initiated: 11/14/2019 7:00 AM	Date Concluded: 11/14/2019 8:36 AM	
	No. of Children Present: 8	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
155 - Liability Insurance	Not In Compliance
922 KAR 2:090. Section 6. License Issuance. (8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall: (d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;	
Findings: General: Based on review of documentation, there was no evidence of current liability insurance made available during the inspection.	
Director Requirements	Not In Compliance
340 - Staff Meeting	Not In Compliance
922 KAR 2:090. Section 10. Director Requirements and Responsibilities. (1) A director shall: (i) Conduct, manage, and document in writing recurring staff meetings;	
Findings: General: Based on review of documentation, there was no written evidence provided during the survey evidencing recurring staff meetings.	
370 - Parental/Family Involvement Activity	Not In Compliance
922 KAR 2:090. Section 10. Director Requirements and Responsibilities. (1) A director shall: (p) Coordinate at least one (1) annual activity involving parental or family participation;	
Findings: General: Based on review of documentation, there was no documentation provided to verify that an annual activity involving parental or family participation had occurred	

Inspection Report**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 interview and review of documentation, there was not a staff file available for any staff member at the facility. The staff member in charge stated that all personnel files are kept at the YMCA central location.

390 - Educational Requirements**Not In Compliance****922 KAR 2:090. Section 11. 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, there was no documentation of educational qualifications presented for any staff member at the facility.

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, one staff member with an unknown date of hire, did not have documentation of a negative tuberculin screening result, nor a physician's statement clearing this individual of active tuberculosis.

400 - CPR/First Aid Coverage**Not In Compliance****922 KAR 2:090. Section 11. Staff Requirements.****(3) For a child-care center licensed for infant, toddler, or preschool-age children, at least one (1) person on duty and present with the children shall be currently certified by a cabinet-approved training agency in the following skills:**

- (a) Infant and child cardiopulmonary resuscitation; and**
- (b) Infant and child first aid.**

(4) For a child-care center licensed for school-age children, at least one (1) person on duty and present with the children shall be currently certified by a cabinet-approved training agency in the following skills:

- (a) Adult cardiopulmonary resuscitation; and**
- (b) First aid.**

Findings:

General: Based on review of documentation, there was no documentation presented during the survey to verify that any of the staff members present had CPR/First aid training.

405 - Adequate Substitute(s)**Not In Compliance****922 KAR 2:090. Section 11. Staff Requirements.****(6) Child-care centers shall have available in case of need:**

- (a) One (1) qualified substitute staff person for a Type II child-care center; or**
- (b) Two (2) qualified substitute staff persons for a Type I child-care center.**

(7) Each qualified substitute staff person shall:

- (a) Meet the staff requirements of this administrative regulation; and**
- (b) Provide the required documentation to verify compliance with this administrative regulation.**

Findings:

General: Based on review of documentation, there was no documentation to verify that the facility had two qualified substitutes.

Programming**In Compliance****Premises****In Compliance****Hygienic Practices****In Compliance**

Inspection Report**First Aid/Medication****Not In Compliance****715 - First Aid Supplies****Not In Compliance****922 KAR 2:120. Section 7. First Aid and Medicine.****(1) First aid supplies shall:**

- (a) Be available to provide prompt and proper first aid treatment;**
- (b) Be stored out of reach of a child;**
- (c) Be periodically inventoried to ensure the supplies have not expired;**
- (d) If reusable, be:**
 - 1. Sanitized; and**
 - 2. Maintained in a sanitary manner; and**
- (e) Include:**
 - 1. Liquid soap;**
 - 2. Adhesive bandages;**
 - 3. Sterile gauze;**
 - 4. Medical tape;**
 - 5. Scissors;**
 - 6. A thermometer;**
 - 7. Flashlight;**
 - 8. Cold pack;**
 - 9. First aid book;**
 - 10. Disposable gloves; and**
 - 11. A cardiopulmonary resuscitation mouthpiece protector.**

Findings:

General: Based on observation, the first aid kit presented did not contain scissors, a thermometer, or gauze.

Outdoor Play Area**In Compliance****Equipment****In Compliance****Transportation****In Compliance****Food Service/Food Program****In Compliance****Food Service****In Compliance****Children's Records****Not In Compliance****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, the ten children's files reviewed did not contain an immunization record.

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,

- 1.) There was no identifying information for the child, other than the child's name, in eight out of ten children's files reviewed.
- 2.) There was no parent contact information for eight out of ten children's files reviewed.
- 3.) One child enrolled 8/14/19, did not have a preferred hospital listed in their enrollment information.
- 4.) Nine out of ten children's files reviewed did not have authorization for the child to receive emergency medical treatment while in the care of the facility.

Inspection Report	
Written Documentation	Not In Compliance
1165 - Staff Schedule	Not In Compliance
922 KAR 2:090. Section 9. Records. (1) A child-care center shall maintain: (d) A written schedule of staff working hours;	
Findings: General: Based on review of documentation, a written schedule of staff working hours was not available for review.	
1175 - Earthquake/Tornado/Fire Drills	Not In Compliance
922 KAR 2:090. Section 9. Records. (1) A child-care center shall maintain: (h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3; (i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;	
Findings: General: Based on review of documentation, the written record of tornado, fire, and earthquake drills did not document the names of the children who had participated.	
1190 - Orientation Procedure	Not In Compliance
922 KAR 2:120. Section 2. Child Care Services. (3)(b) The program shall include: 2. Written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member.	
Findings: General: Based on review of documentation, there was not a written policy presented that specifies that the procedures that were taught in the orientation training would be implemented by the childcare staff.	
1195 - Fire Drills	Not In Compliance
922 KAR 2:120. Section 3. General Requirements. (12) A fire drill shall be: (a) Conducted during hours of operation at least monthly; and (b) Documented. (13) An earthquake drill and a tornado drill shall be: (a) Conducted during hours of operation at least quarterly; and (b) Documented.	
Findings: General: Based on review of documentation, there was not any documentation presented during the renewal evidencing that a fire drill had been conducted in the month of October 2019.	
Posted Documentation	Not In Compliance
1200 - Posting Requirements	Not In Compliance
922 KAR 2:090. Section 8. General. (6) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection: (a) The provider's preliminary or regular license; (b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year; (c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year; (d) Information on the Kentucky Consumer Product Safety Program and the program's Website as specified in KRS 199.897; (e) A description of services provided by the child-care center, including: 1. Current rates for child care; and 2. Each service charged separately and in addition to the basic rate for child care; (f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and (g) Daily planned program.	
Findings: General: Based on review of documentation, the statement of deficiency from the previous licensure year was not posted or made available for review.	
Animals	In Compliance

Signature of Provider/Representative

Title

Date