



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

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Inspection Report

Provider Name: Oak Tree Academy	Provider Information	CLR No: L383619
Provider Address: 59 Main Street, Whitesburg, KY, 41858	Provider Type: LICENSED TYPE I	Capacity: 28
Owner(s): Oak Tree Academy Incorporated		Director(s): Ratliff, Terri Lynn

Inspection Type: Renewal Application	Inspection Information	Inspection No: 289424
Date Initiated: 08/09/2019 11:00 AM	Date Concluded: 08/09/2019 12:10 PM	
	No. of Children Present: 13	

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
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, the surveyor found a staff's (DOH: 3/1/19) file did not contain a high school diploma, GED, or commonwealth child care credential. The director confirmed a copy of the staff's high school diploma had not been obtained for the staff's file.

Inspection Report

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 review of documentation, and ECE – TRIS, the surveyor found the following:

- (1.) Staff (DOH: 3/1/19) obtained six (6) hours of cabinet-approved orientation on 6/17/19; therefore, the orientation training was not obtained during the staff's first three (3) months of employment.
- (2.) Staff (DOH: 1/27/17) obtained ten (10) of the required fifteen (15) hours of cabinet-approved early care and education training.
- (3.) Staff (DOH: 2/6/17) obtained eleven (11) of the required fifteen (15) hours of cabinet-approved early care and education training.
- (4.) Staff (DOH: 6/7/17) obtained thirteen and one-half (13 ½) of the required fifteen (15) hours of cabinet-approved early care and education training.

Programming

In Compliance

Premises

Not In Compliance

650 - Toilet

Not In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

(4) Each toilet shall:

- (a) Be kept in clean condition;
- (b) Be kept in good repair;
- (c) Be in a lighted room; and
- (d) Have ventilation to outside air.

Findings:

General: Based on observation, the surveyor found the following:

- (1.) The toilet seat on a toilet inside the girl's restroom was broken. The director was aware of the issue.
- (2.) The handle to flush the toilet was broken on a toilet inside the boy's restroom; therefore, the toilet was not in good repair. The director was not aware of the issue.

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

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 surveyor found the following:

- (1.) Child's (DOE: 2/3/18) file contained an immunization certificate dated 1/30/19; therefore, the immunization certificate is no longer current. The director confirmed this is the most recent immunization certificate.
- (2.) Child's (DOE: 4/4/17) file contained an immunization certificate dated 6/30/19; therefore, the immunization certificate is no longer current. The director confirmed this is the most recent immunization certificate.
- (3.) Child's (DOE: 1/25/19) file did not contain an immunization certificate. The director confirmed a certificate was needed for the child's file.
- (4.) Child's (DOE: 3/1/17) file contained an immunization certificate dated 3/11/19; therefore, the immunization certificate is no longer current. The director confirmed this is the most recent immunization certificate for the child's file.
- (5.) Child's (DOE: 3/4/19) file did not contain an immunization certificate. The director confirmed a certificate was needed for the child's file.

Written Documentation

In Compliance

Posted Documentation

In Compliance

Animals

In Compliance

Signature of
Provider/Representative

Title

Date