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**Inspection Report**

<b>Provider Name:</b> Russell Preschool Community	<b>Provider Information</b>	<b>CLR No:</b> L383715
<b>Provider Address:</b> 710 Red Devil Lane, Russell, KY, 41169	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 66(Bldg 1: 294)
<b>Owner(s):</b> Russell Early Childhood Learning Center		<b>Director(s):</b> Staton, Kimberly Ray

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 291300
<b>Date Initiated:</b> 12/13/2019 10:30 AM	<b>Date Concluded:</b> 12/13/2019 12:00 PM	
	<b>No. of Children Present:</b> 14	

**Inspection Report**

**Background Checks**

**Not In Compliance**

**10 - Submit background check**

**Not In Compliance**

**922 KAR 2:280 - Section 4. Procedures and Payments.**

- (1) To initiate the process for obtaining background checks on a prospective child care staff member, the child care provider shall:
- (a) Request that the prospective child care staff member provide a copy of his or her driver's license or other government-issued photo identification and verify that the photograph clearly matches the prospective child care staff member;
  - (b) Request that the prospective child care staff member complete and sign the:
    - 1. DCC-500, Applicant Child Care Staff Member Waiver Agreement and Statement; and
    - 2. DCC-501, Disclosures to Be Provided to and Signed by the Applicant Child Care Staff Member; and
  - (c) Log on to the NBCP portal and enter the prospective child care staff member's demographic information for a check of the:
    - 1. Child abuse and neglect central registry pursuant to 922 KAR 1:470;
    - 2. National Crime Information Center's National Sex Offender Registry in accordance with 34 U.S.C. 20921; and
    - 3. Sex Offender Registry established in accordance with KRS 17.500 through 17.580.

**Findings:**

General: Based on observation and review of documentation, staff with the dates of hire of 8/24/2017, 07/01/2017, 10/31/2007, and 12/12/2019, do not have proof of completing the required background check on file or on the KARES system. These staff members were not working alone with children.

**20 - Out of state background checks**

**Not In Compliance**

**922 KAR 2:280. Section 5. Checks of Other States.**

- (1) In accordance with 45 C.F.R. 98.43(b)(3), a prospective child care staff member who resides in or has resided in another state within the last five (5) years shall:
- (a) Request from each state of current or prior residency, in accordance with the state's laws, policies, and procedures, with a courtesy notice to the cabinet:
    - 1. An in-state criminal records check by:
      - a. Means of fingerprints for the state of residence; or
      - b. Any means accepted by a state of prior residency;
    - 2. A check of the state's sex offender registry or repository; and
    - 3. A check of the state-based child abuse and neglect registry and database; and
  - (b) Direct results of the checks required in paragraph (a) of this subsection to the Department for Community Based Services, Division of Child Care, 275 East Main Street, 3C-F, Frankfort, Kentucky 40601.

**Findings:**

General: Based on observation and review of documentation, staff with the hire date of 10/28/2019 did not have required proof that an out of state CAN check was submitted. This staff member was not working alone with children.

**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>In Compliance</b>
<b>Employee Records</b>	<b>Not In Compliance</b>

**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 observation and review of documentation, staff with the hire dates of 10/31/2007 and 9/6/2018, did not have the required proof an annual evaluation on file.

**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 observation, staff with hire dates of 10/28/2019, 11/04/2019, and 12/12/2019, did not have required proof of education on file.

**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 observation and review of documentation, staff with the hire dates of 10/31/2007, 10/28/2019, 11/04/2019, and 12/12/2019, did not have a physician's statement on file indicating they were free from TB.

**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, staff with the hire date of 10/31/2007, did not have the required proof of taking PAHT on file or on TRIS. Staff with the hire dates of 10/31/2007 and 9/6/2018, did not have the required proof of taking 15 hours of training per year.

**Programming**

**In Compliance**

**Premises**

**Not In Compliance**

**520 - Inaccessible Items**

**Not In Compliance**

**922 KAR 2:120. Section 3. General Requirements.**  
**(7) The following shall be inaccessible to a child in care:**  
**(a) Toxic cleaning supplies, poisons, and insecticides;**  
**(b) Matches, cigarettes, lighters, and flammable liquids; and**  
**(c) Personal belongings and medications of staff.**

**Findings:**

General: Based on observation, there was a staff member's purse accessible to the children in the 3-4 year old room.

**Hygienic Practices**

**In Compliance**

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**In Compliance**

**Inspection Report**

**Equipment**

**In Compliance**

**Transportation**

**In Compliance**

**Food Service/Food Program**

**In Compliance**

**Food Service**

**In Compliance**

**Children's Records**

**In Compliance**

**Written Documentation**

**Not In Compliance**

**1150 - Evacuation Plan**

**Not In Compliance**

**922 KAR 2:090. Section 5. Evacuation Plan.**

**(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 and 42 U.S.C. 9858c(c)(2)(U).**

**Findings:**

General: Based on observation and review of documentation, there was not any evidence of a current emergency preparedness plan on file.

**Posted Documentation**

**In Compliance**

**Animals**

**Not Applicable**

Signature of Provider/Representative

Title

Date