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GOVERNOR

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

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Inspection Report

Provider Name: New Highland Elementary School Age Child Care	Provider Information Provider Type: LICENSED TYPE I	CLR No: L356534
Provider Address: 110 W. A. Jenkins Road, Elizabethtown, KY, 42701		Capacity: 80
Owner(s): Hardin County Schools		Director(s): Wood, Amy Danielle

Inspection Type: Renewal Application	Inspection Information	Inspection No: 231695
Date Initiated: 10/10/2017 3:00 PM	Date Concluded: 10/10/2017 5:00 PM	
	No. of Children Present: 38	

Inspection Report		
	Supervision	In Compliance
	Staffing Requirements	In Compliance
	General Administration	Not In Compliance
65 - Fire Marshal		Not In Compliance
922 KAR 2:090. Section 6. License Issuance. (11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall: (b) Be approved by the Office of the State Fire Marshal or designee;		
Findings: General: Based on review of documentation, the center failed to comply with regulatory requirements. Review of the Fire Marshal's Report revealed the report was no longer current as it was dated 8/24/15.		
	Director Requirements	In Compliance
	Employee Records	In Compliance
	Programming	In Compliance
	Premises	In Compliance
	Hygienic Practices	In Compliance
	First Aid/Medication	In Compliance
	Outdoor Play Area	In Compliance
	Equipment	In Compliance
	Transportation	Not Applicable
	Food Service	In Compliance

Inspection Report		
Children's Records		Not In Compliance
1075 - Enrollment Information		Not In Compliance
<div>922 KAR 2:110. Section 3. 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 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 situation 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;</div>		
Findings: General: Based on review of documentation and interview, the child care center failed to maintain children's records in accordance with regulations. Review of ten (10) children's files revealed the written records for one (1) child enrolled 7/18/17 failed to contain contact information to enable a person in charge to contact the child's preferred hospital. Continued review of children's files revealed the written record for one (1) child enrolled 7/27/17 failed to contain contact information to enable a person in charge to contact the child's family physician. Interview with director revealed this documentation was not on file at the time of survey.		
Written Documentation		In Compliance
Posted Documentation		In Compliance
Animals		Not Applicable