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**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

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

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 320396
<b>Date Initiated:</b> 05/09/2022 2:04 AM	<b>Date Concluded:</b> 05/09/2022 4:35 PM	
	<b>No. of Children Present:</b> 37	

Inspection Report	
<b>Background Checks</b>	<b>In Compliance</b>
<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>Not In Compliance</b>
<b>335 - Operation instruction/Regulation copy</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 8. General.</b> <b>(2) Child-care center staff shall be:</b> <b>(a) Instructed by the child-care center's director regarding requirements for operation; and</b> <b>(b) Provided with a copy of this administrative regulation, 922 KAR 2:120, and 922 KAR 2:280.</b>	
<b>Findings:</b> General: Upon request, a current copy of the administrative regulation 922 KAR 2:090 was not presented for review on the day of the inspection.	
<b>Employee Records</b>	<b>Not In Compliance</b>
<b>400 - Educational Requirements</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 11. Staff Requirements.</b> <b>(1) Child-care center staff:</b> <b>(a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:</b> <b>1. High school diploma;</b> <b>2. GED or qualifying documentation from a comparable educational entity; or</b> <b>3. Commonwealth Child Care Credential as described in 922 KAR 2:250;</b>	
<b>Findings:</b> General: Upon request, a High School diploma, GED or qualifying documentation from a comparable educational entity, or a Commonwealth Child Care Credential was not presented for review for a staff member with the hire date 10/12/2021.	

**405 - 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: Upon request, a current written statement from a health care professional stating that the staff member with the hire date 10/05/2015 was free of active tuberculosis or a copy of a tuberculin result was not presented for review on the day of the inspection.

**415 - CPR/First Aid Required Training**

**Not In Compliance**

**922 KAR 2:120. Section 7. First Aid and Medicine.**

**(8) Each center shall ensure that every staff member has received training on first aid and cardiopulmonary resuscitation (CPR).**

**Findings:**

General: Upon request, verification that the staff member with the hire date 10/05/2015 had completed the required first aid and cardiopulmonary resuscitation training was not presented for review on the day of the inspection.

**435 - 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 completed within the first three (3) months of employment in a child-care program;**
- (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment in a child care program, 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 completed between July 1 and the following June 30 of each subsequent year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.**
- (17) A staff person's compliance with training requirements of this section shall be verified through the cabinet-designated database maintained pursuant to 922 KAR 2:240.**

**Findings:**

General: Upon request, verification that a staff member with the hire date 10/05/2015 had completed one and one half (1 ½) hours of cabinet-approved pediatric abusive head trauma training once every five (5) years was not presented for review. Review of the Early Care and Education Training Records Information System (ECE-TRIS) report did not verify that the training hours had been completed by the staff member with the hire date 10/05/2022. The document presented for review expired 11/02/2021.

**Programming**

**In Compliance**

**Premises**

**Not In Compliance**

**565 - 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: Observation of a walkway within the cafeteria revealed an industrial size bucket full of water with a cleaning solution and a mop that was accessible to the children.

**Hygienic Practices**

**In Compliance**

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**Not In Compliance**

**795 - Playground Conditions**

**Not In Compliance**

**922 KAR 2:120. Section 4. Premises Requirements.**

**(20) An outdoor play area shall be:**

- (d) Safe from foreseeable hazard;**
- (e) Well drained;**
- (f) Well maintained;**
- (g) In good repair; and**
- (h) Visible to staff at all times.**

**Findings:**

General: Observation of the large outdoor play area revealed there were numerous areas of the play area that contained large amounts of torn, wrinkled, and gathered black landscape material. The landscape material is a foreseeable tripping hazard.

**800 - Protective Surface**

**Not In Compliance**

**922 KAR 2:120. Section 4. Premises Requirements.**

**(21) A protective surface shall:**

**(a) Be provided for outdoor play equipment used to:**

- 1. Climb;**
- 2. Swing; and**
- 3. Slide; and**

**(b) Have a fall zone equal to the height of the equipment.**

**Findings:**

General: Observation of the child care center revealed the following:

1. There were two (2) slides within the small outdoor play area that did contain sufficient protective surfacing at the foot of each slide. The ground was visible.
2. There were four (4) swings within the large outdoor play area that did not contain sufficient protective surfacing under each of the swings. The ground was visible.

**Equipment**

**Not In Compliance**

**865 - Indoor/Outdoor Equipment**

**Not In Compliance**

**922 KAR 2:120. Section 13. Toys and Furnishings.**

**(2) Indoor and outdoor equipment shall:**

**(a) Be clean, safe, and in good repair;**

**(b) Meet the physical, developmental needs, and interests of children of different age groups;**

**(c) Be free from sharp points or corners, splinters, protruding nails or bolts, loose or rusty parts, hazardous small parts, lead-based paint, poisonous material, and flaking or chalking paint; and**

**(d) Be designed to guard against entrapment or situations that may cause strangulation.**

**Findings:**

General: Observation of the small and large outdoor play area revealed there were black plastic borders around the perimeter of each play area. On both of the play areas the borders were cut in sections and a portion of the border was removed to craft a walkway, leaving the ends of the cut borders with sharp edges that were accessible to the children.

**Transportation**

**Not Applicable**

**Kitchen Requirements**

**In Compliance**

**Food Service**

**Not In Compliance**

**1095 - Milk Requirements**

**Not In Compliance**

**922 KAR 2:120. Section 9. Food and Drink Requirements for All Child-Care Centers.**

**(3) A serving of milk shall consist of:**

**(a) Breast milk or iron-fortified formula for a child:**

- 1. Age birth to twelve (12) months; or**
- 2. Beyond twelve (12) months of age as documented by the parent or the child's physician;**

**(b) Pasteurized unflavored whole milk for children ages twelve (12) months to twenty-four (24) months; or**

**(c) Pasteurized unflavored low fat one (1) percent or fat-free skim milk for children ages twenty-four (24) months to school-age.**

**Findings:**

General: Observation of snack being served to the children revealed the children were given a choice of fat free milk, strawberry milk, and chocolate milk. Children were observed choosing and consuming strawberry milk and chocolate milk. Therefore, flavored milk was served to the children.

**Meal Planning/Center Provides Meals**

**In Compliance**

**Meal Planning/Center Does Not Provide Meals**

**Not Applicable**

**Children's Records**

**Not In Compliance**

**1245 - 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: Upon request, a current immunization certificate was not presented for review for a child with the enrollment date 08/12/2021. The document presented expired 04/06/2022.

## 1250 - 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: Review of children's files revealed the following:

1. There was a child with the enrollment date 08/12/2021 whose file listed a non-existent hospital as a preferred hospital. Therefore, a preferred hospital was not listed.
2. The files for two (2) children with the enrollment date 08/12/2021 that did not list a family physician.

## Written Documentation

Not In Compliance

## 1265 - Policies and Procedures

Not In Compliance

## 922 KAR 2:090. Section 8. General.

## (4) Program policies and procedures shall:

- (a) Be in writing; and
- (b) Include:
  1. Staff policies;
  2. Job descriptions;
  3. An organization chart;
  4. Chain of command; and
  5. Other procedures necessary to ensure implementation of:
    - a. KRS 199.898, Rights for children in child-care programs and their parents, custodians, or guardians - posting and distribution requirements;
    - b. 922 KAR 2:120, Child-care center health and safety standards;
    - c. 922 KAR 2:280, Background checks for child care staff members, reporting requirements, and appeals; and
    - d. This administrative regulation.

## Findings:

General: Review of documentation revealed the following:

1. Upon request, an organizational chart was not presented for review on the day of the inspection.
2. Upon request, a job description for the director of the child care center was not presented for review at the child care center.

## 1305 - 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, shelter-in-place or lockdown drill, and tornado drill shall be:

- (a) Conducted during hours of operation at least quarterly; and
- (b) Documented.

## Findings:

General: Review of the lockdown drill log revealed the lockdown drill had been conducted on 04/2022. However, the names of the children that participated in the drill were not documented.

## Posted Documentation

In Compliance

## Animals

Not Applicable

Signature of Provider/Representative

Title

Date