



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

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**Eric C. Friedlander**  
Secretary

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Inspector General

**Inspection Report**

<b>Provider Name:</b> Happy Valley Learning Center	<b>Provider Information</b>	<b>CLR No:</b> L383750
<b>Provider Address:</b> 629 West Cherry Street, Glasgow, KY, 42141	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 332
<b>Owner(s):</b> Glasgow Board of Education		<b>Director(s):</b> Hurt, Haley D

<b>Inspection Type:</b> Initial Application	<b>Inspection Information</b>	<b>Inspection No:</b> 242400
<b>Date Initiated:</b> 10/24/2017 10:45 AM	<b>Date Concluded:</b> 10/24/2017 1:15 PM	
	<b>No. of Children Present:</b>	

<b>Inspection Report</b>	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>Discussed</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>
<b>325 - CPR/First Aid Coverage</b>	<b>Not In Compliance</b>

**922 KAR 2:110. Section 5. 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, no caregiver was certified in first aid and CPR.

<b>Programming</b>	<b>In Compliance</b>
<b>Premises</b>	<b>In Compliance</b>
<b>Hygienic Practices</b>	<b>Discussed</b>
<b>First Aid/Medication</b>	<b>In Compliance</b>
<b>Outdoor Play Area</b>	<b>In Compliance</b>
<b>Equipment</b>	<b>In Compliance</b>
<b>Transportation</b>	<b>Not Applicable</b>
<b>Food Service</b>	<b>In Compliance</b>
<b>Children's Records</b>	<b>Discussed</b>

**Inspection Report****Written Documentation****Not In Compliance****1085 - 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.**

**Findings:**

General: Based on Review of Documentation, the center did not have a written evacuation plan.

**1090 - Policies and Procedures****Not In Compliance****922 KAR 2:110. Section 2. General.****(5) 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 2:090, Child-care center licensure;**

**c. 922 KAR 2:120, Child-care center health and safety standards; and**

**d. This administrative regulation.**

**Findings:**

General: Based on Review of Documentation, the center's program policies and procedures did not include in writing staff policies, job description, an organization chart and chain of command.

**1100 - Staff Schedule****Not In Compliance****922 KAR 2:110. Section 3. Records.****(1) A child-care center shall maintain:**

**(d) A written schedule of staff working hours;**

**Findings:**

General: Based on Review of Documentation, there was no written schedule of staff working hours.

**1135 - 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 no written orientation policy which specified the procedures taught at the orientation training would be implemented by staff.

**Posted Documentation****In Compliance****Animals****Not Applicable**

Signature of  
Provider/Representative

Title

Date