



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

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Inspection Report

Provider Name: River Ridge Elementary After School Program	Provider Information Provider Type: LICENSED TYPE I	CLR No: L383838
Provider Address: 2772 Amsterdam Road, Villa Hills, KY, 41017		Capacity: 75
Owner(s): Children, Inc.		Director(s): Wright, Laura Michelle

Inspection Type: Renewal Application	Inspection Information	Inspection No: 291116
Date Initiated: 11/19/2019 3:00 PM	Date Concluded: 11/19/2019 4:15 PM	
	No. of Children Present: 27	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance
320 - Operation instruction/Regulation copy	Not In Compliance

922 KAR 2:090. Section 8. General.

(2) Child-care center staff shall be:

- (a) Instructed by the child-care center's director regarding requirements for operation; and**
(b) Provided with a copy of this administrative regulation, 922 KAR 2:120, and 922 KAR 2:280.

Findings:

General: Based on review of documentation, this regulatory requirement was not met. At the time of the survey, a copy of the regulations with the heading Statment of Emergency Regulations with a printed date of 3/5/18, was reviewed by the surveyor. This was the only copy of the regulations available for staff at the time of the survey. This copy of the regulations is not the most current copy.

370 - Parental/Family Involvement Activity

Not In Compliance

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.

(1) A director shall:

- (p) Coordinate at least one (1) annual activity involving parental or family participation;**

Findings:

General: Based on review of documentation, this regulatory requirement was not met. A review of provided documents at the time of the survey found there was no documentation to verify at least one family involvement activity had been conducted for 2018.

Inspection Report**Employee Records****Not In Compliance****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, this regulatory requirement was not met. A review of ECE-Tris records and seven staff files found a staff person hired 3/1/01, only had evidence of having completed 7.5 hours or cabinet approved annual training for the 2018-2019 training year. A copy of this staff person's ECE-Tris record was in this staff person's personnel file. However, the record was not for the 2018-2019 training year.

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/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, this regulatory requirement was not met. A review of 10 children's files found the following:

- 1) There was one child who did not have documentation on file to verify the child is current on all immunizations. The child has been enrolled since 8/21/19.
- 2) There were two children who had an immunization record on file but there was no date listed as to how long the immunizations are current. The children were enrolled 8/21/19 and 8/22/19.

1140 - 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: Based on review of documentation, this regulatory requirement was not met. A review of 10 children's enrollment information found two children enrolled 8/21/19, did not have documentation to verify permission for emergency medical care. The enrollment form has a circle by permission for emergency medical care that can be checked by the parent. This was not marked on either child's enrollment form.

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

Signature of
Provider/Representative

Title

Date