



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

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**Inspection Report**

<b>Provider Name:</b> Luhr Elementary CEP	<b>Provider Information</b>	<b>CLR No:</b> L356660
<b>Provider Address:</b> 6900 Fegenbush Lane, Louisville, KY, 40228	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 284
<b>Owner(s):</b> The Young Mens Christian Association Of Greater Louisville		<b>Director(s):</b> Jones, Jeremy Rashad

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 219640
<b>Date Initiated:</b> 04/26/2017 3:40 PM	<b>Date Concluded:</b> 04/26/2017 5:20 PM	
	<b>No. of Children Present:</b> 24	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
<b>75 - Liability Insurance</b>	<b>Not In Compliance</b>

**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:**  
**(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;**

**Findings:**

General: Based on review of documentation, the child care center failed to comply with regulatory requirements. A copy of a current liability insurance policy was not maintained in the file and was unavailable upon request.

Director Requirements	In Compliance
Employee Records	Not In Compliance
<b>300 - Background checks/left alone</b>	<b>Not In Compliance</b>

**922 KAR 2:090. Section 6. License Issuance.**  
**(5) An individual described in subsection (4) of this section shall:**  
**(a) Submit to background checks described in paragraph (b) of this subsection;**  
**(b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:**  
**1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;**  
**2. Criminal records check required by KRS 199.896(19);**  
**3. Criminal records check for any previous state of residence if the person resided outside the state of Kentucky in the last five (5) years; and**  
**4. An address check of the Sex Offender Registry; and**  
**(c) Not be left alone in the presence of a child until copies of the background checks in accordance with paragraph (b) of this subsection have been received by the licensee.**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to maintain employee files in accordance with regulatory requirements. Staff members with hire dates of: 04/11/17 and 10/31/14 failed to have a completed CAN check documented in the file. Upon request, the documentation was unavailable. Interview with the staff in charge revealed the staff members are not working alone.

**Inspection Report**

**320 - TB Verification**

**Not In Compliance**

**922 KAR 2:110. Section 5. 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 review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. A staff file for a staff member with a hire date of 05/17/12 failed to contain documentation of a negative tuberculin test or a written statement from a health care professional stating the individual is free of tuberculosis. The missing documentation was requested but was not presented for review.

**340 - Training**

**Not In Compliance**

**922 KAR 2:110. Section 5. Staff Requirements.**

- (14) 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 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 pediatric abusive head trauma training completed once every five (5) years.**

**Findings:**

General: Based on review of documentation, the child care center failed to maintain employee files in accordance with regulatory requirements. A file review revealed that a staff member with a hire date of 12/16/16 failed to have documentation of 6 hours of cabinet approved orientation training received within the first 3 months of employment. The document was not presented when requested.

<b>Programming</b>	<b>In Compliance</b>
<b>Premises</b>	<b>In Compliance</b>
<b>Hygienic Practices</b>	<b>In Compliance</b>
<b>First Aid/Medication</b>	<b>In Compliance</b>
<b>Outdoor Play Area</b>	<b>In Compliance</b>
<b>Equipment</b>	<b>Not In Compliance</b>

**755 - Toys/Equipment/Furniture**

**Not In Compliance**

**922 KAR 2:120. Section 11. Toys and Furnishings.**

- (1) All toys, equipment, and furniture contacted by a child shall be:**
  - (a) Kept clean and in good repair; and**
  - (b) Free of peeling, flaking, or chalking paint.**

**Findings:**

General: Based on observation, the child care center failed to maintain equipment in accordance with regulatory requirements. A metal, yellow platform contained within a climbing structure, was missing a steering wheel. Additionally, observed on the outdoor playing area was a sliding board attached to the climbing structure which was in disrepair. The sliding board had been removed from play by the use of caution tape, chain-link fencing and a piece of plywood. The plywood contained splintering wood.

<b>Transportation</b>	<b>Not In Compliance</b>
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**805 - Transportation Notification/Policy & Procedures Regarding Emergency Plan for Evacuation**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**

- (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:**
  - (e) Agency policy and procedures relating to an emergency plan for evacuating the vehicle;**

**Findings:**

General: Based on review of documentation, the child care center failed to comply with regulatory requirements regarding transportation. Upon request, the center's policies and procedures were not presented for review. The staff in charge stated she was unable to retrieve the records due to a broken file cabinet drawer.

**810 - Transportation Notification/Third Party Contracts**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**

- (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:**
  - (f) Contracts, agreements, or documents detailing arrangements with any third party for services;**

**Findings:**

General: Based on review of documentation, the child care center failed to assure compliance with regulatory requirements regarding transportation. Upon request, a third party contract was not presented for review. Staff in charge failed to have access to transportation records due to a broken file cabinet drawer.

**Inspection Report**

**815 - Transportation Notification/Safety Procedures - Transporting, Loading/Unloading and Supervision**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**

- (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:**
- (g) Safety procedures for:**
- 1. Transporting a child;**
  - 2. Loading and unloading a child; and**
  - 3. Providing adequate supervision of a child.**

**Findings:**

General: Based on review of documentation, the child care center failed to comply with regulatory requirements regarding transportation. Upon request, no transportation safety procedures were presented for review. Staff in charge failed to have access to records due to a broken file cabinet drawer.

**Food Service**

**In Compliance**

**Children's Records**

**In Compliance**

**Written Documentation**

**Not In Compliance**

**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 child care center failed to maintain written documentation in accordance with regulatory requirements. Program policies and procedures including staff policies, job descriptions, organizational chart, and chain of command were not presented for review upon request.

**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, the child care center failed to maintain written documentation in accordance with regulatory requirements. A policy stating the staff members would implement information learned during orientation was not presented for review upon request.

**Posted Documentation**

**In Compliance**

**Animals**

**In Compliance**

Signature of  
Provider/Representative

Title

Date