



**Andy Beshear**  
GOVERNOR

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

**Eric Friedlander**  
SECRETARY

**Melissa A. Moore, Director**  
Division of Regulated Child Care  
Northern Branch  
908 W. Broadway, 10-W  
Louisville, KY 40203  
Phone: (502) 595-5781 Fax: (502) 595-5773  
<https://chfs.ky.gov/agencies/os/oig>

**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

<b>Provider Name:</b> Bluegrass Academy Child Care Mt Washington #2	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L384069
<b>Provider Address:</b> 142 Village Lane, Mt Washington, KY, 40047		<b>Capacity:</b> 58
<b>Owner(s):</b> Bluegrass Academy Childcare Center Jeffersontown		<b>Director(s):</b> Alvey, Kandi M.

<b>Inspection Type:</b> Initial Application	<b>Inspection Information</b>	<b>Inspection No:</b> 293905
<b>Date Initiated:</b> 06/12/2020 9:30 AM	<b>Date Concluded:</b> 06/12/2020 2:20 PM	
<b>No. of Children Present:</b>		

Inspection Report	
<b>Background Checks</b>	<b>Not In Compliance</b>
<b>10 - Submit background check</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:280 - Section 4. Procedures and Payments.</b></p> <p>(1) To initiate the process for obtaining background checks on a prospective child care staff member, the child care provider shall:</p> <p>(a) Request that the prospective child care staff member provide a copy of his or her driver's license or other government-issued photo identification and verify that the photograph clearly matches the prospective child care staff member;</p> <p>(b) Request that the prospective child care staff member complete and sign the:</p> <ol style="list-style-type: none"> <li>1. DCC-500, Applicant Child Care Staff Member Waiver Agreement and Statement; and</li> <li>2. DCC-501, Disclosures to Be Provided to and Signed by the Applicant Child Care Staff Member; and</li> </ol> <p>(c) Log on to the NBCP portal and enter the prospective child care staff member's demographic information for a check of the:</p> <ol style="list-style-type: none"> <li>1. Child abuse and neglect central registry pursuant to 922 KAR 1:470;</li> <li>2. National Crime Information Center's National Sex Offender Registry in accordance with 34 U.S.C. 20921; and</li> <li>3. Sex Offender Registry established in accordance with KRS 17.500 through 17.580.</li> </ol>	
<b>Findings:</b>	
General: Based on observation, interview and review of documentation, the child care center failed to comply with regulatory background check requirements. Upon request, the director failed to provide documented evidence of background checks submitted and/ or completed for two (2) staff with hire dates 06/12/2020.	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>Discussed</b>
<b>General Administration</b>	<b>Not In Compliance</b>
<b>140 - Zoning</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:090. Section 6. License Issuance.</b></p> <p>(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:</p> <p>(a) Provide written documentation from the local authority showing compliance with local zoning requirements;</p>	
<b>Findings:</b>	
General: Based on observation, interview and review of documentation, the director failed to provide zoning documentation to verify that the inspected site was approved for child care usage.	

Inspection Report		
Director Requirements		Not In Compliance
<b>350 - Health, Safety, Comfort</b>		<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b> <b>(1) A director shall:</b> <b>(l) Assure the health, safety, and comfort of each child;</b>		
<b>Findings:</b> General: Based on observation and review of documentation, the child care center failed to assure compliance with regulatory requirements with regard to the health, safety and comfort of children. Observation of five (5) of six (6) classrooms revealed machine washable toys in each classroom which are currently prohibited per emergency regulations 922 KAR 2:400E.		
Employee Records		Not In Compliance
<b>405 - Adequate Substitute(s)</b>		<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 11. Staff Requirements.</b> <b>(6) Child-care centers shall have available in case of need:</b> <b>(a) One (1) qualified substitute staff person for a Type II child-care center; or</b> <b>(b) Two (2) qualified substitute staff persons for a Type I child-care center.</b> <b>(7) Each qualified substitute staff person shall:</b> <b>(a) Meet the staff requirements of this administrative regulation; and</b> <b>(b) Provide the required documentation to verify compliance with this administrative regulation.</b>		
<b>Findings:</b> General: Based on observation, interview and review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the director failed to provide documented evidence of at least two (2) qualified substitutes. Review of employee records revealed the two (2) staff identified failed to submit and complete background checks to determine eligibility for employment.		
Programming		In Compliance
Premises		In Compliance
Hygienic Practices		In Compliance
First Aid/Medication		In Compliance
Outdoor Play Area		Not Applicable
Equipment		In Compliance
Transportation		Not Applicable
Food Service/Food Program		In Compliance
Food Service		Not In Compliance
<b>1015 - Food Service Permit</b>		<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 8. Kitchen Requirements.</b> <b>(2) A child-care center required to have a food service permit shall be in compliance with 902 KAR 45:005 and this administrative regulation.</b>		
<b>Findings:</b> General: Based on interview and review of documentation, the child care center failed to maintain food service in accordance with regulatory requirements. Upon request, the director failed to provide documented evidence of a food service permit.		
Children's Records		Discussed
Written Documentation		Not In Compliance
<b>1150 - Evacuation Plan</b>		<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 5. Evacuation Plan.</b> <b>(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 and 42 U.S.C. 9858c(c)(2)(U).</b>		
<b>Findings:</b> General: Based on interview and review of documentation, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, the director failed to provide documented evidence that a written plan to address emergency preparedness was submitted to the local emergency management. Interview with the director revealed she had not submitted the documents.		

# Inspection Report

## 1155 - 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: Based on interview and review of documentation, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, the director failed to provide documented evidence of written job descriptions for staff at the child care center.

## 1165 - Staff Schedule

Not In Compliance

### 922 KAR 2:090. Section 9. Records.

#### (1) A child-care center shall maintain:

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

#### Findings:

General: Based on interview and review of documentation, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, the director failed to provide documented evidence of a written staff schedule.

Posted Documentation

In Compliance

Animals

In Compliance

Signature of Provider/Representative

Title

Date