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Inspection Report

Provider Name: Heritage Childcare Program	Provider Information	CLR No: L384088
Provider Address: 4863 South State Highway 1, Grayson, KY, 41143	Provider Type: LICENSED TYPE I	Capacity: 20
Owner(s): Carter County Schools		Director(s): Wright, Nellie

Inspection Type: Renewal Application	Inspection Information	Inspection No: 319200
Date Initiated: 02/11/2022 9:40 AM	Date Concluded: 02/11/2022 11:25 AM	
	No. of Children Present: 10	

Inspection Report	
Background Checks	Not In Compliance
15 - Submit fingerprints	Not In Compliance
<p>922 KAR 2:280. Section 4. Procedures and Payments.</p> <p>(4)(a) Upon submission of payment in accordance with subsections (2) and (3) of this section, the child care provider shall print a copy of the DCC-504, Applicant Child Care Staff Member Live Scan Fingerprinting Form, from the NBCP portal and provide the form to the child care staff member.</p> <p>(b) The child care staff member shall:</p> <ol style="list-style-type: none"> 1. Have no more than ninety (90) calendar days from the date of payment pursuant to subsections (2) and (3) of this section to submit the child care staff member's fingerprints at an authorized collection site for NBCP; and 2. Present the DCC-504 and driver's license or other government-issued photo identification to the designated agent at an authorized collection site prior to fingerprint submission. <p>Findings:</p> <p>General: Based on review of documentation, this regulatory requirement was not met. Two staff (hire dates: 8/18/20 and 8/3/20) had not yet submitted their fingerprint for the KARES background check system. Both of these staff had a completed criminal records check (CRC) and a child abuse/neglect check (CAN) on file; however, no evidence of submitting fingerprints at an authorized collection site for NBCP. A review of KARES records supports the information found during the inspection.</p>	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
160 - Liability Insurance	Not In Compliance
<p>922 KAR 2:090. Section 6. License Issuance.</p> <p>(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:</p> <p>(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;</p> <p>Findings:</p> <p>General: Based on review of documentation, this regulatory requirement was not met. A review of the facility's liability insurance documentation on file found that the coverage dates were 7/1/20 through 7/1/21; therefore, the policy was not current.</p>	

Inspection Report**Director Requirements****Not In Compliance****355 - Staff Meeting****Not In Compliance****922 KAR 2:090. Section 10. Director Requirements and Responsibilities.****(1) A director shall:**

- (i) Conduct, manage, and document in writing recurring staff meetings;**

Findings:

General: Based on review of documentation, the surveyor found documentation of only one staff meeting in the previous relicensure year.

360 - Staff Evaluation**Not In Compliance****922 KAR 2:090. Section 10. Director Requirements and Responsibilities.****(1) A director shall:**

- (j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;**

Findings:

General: Based on review of documentation, one staff person eligible for an annual performance review did not have documentation of a review on file at the facility. This staff person had a 8/3/20 hire date.

Employee Records**Not In Compliance****395 - Personnel File****Not In Compliance****922 KAR 2:090. Section 9. Records.****(1) A child-care center shall maintain:****(e) A current personnel file for each child-care center staff person to include:**

- 1. Name, address, date of birth, and date of employment;**
- 2. Proof of educational qualifications;**
- 3. Record of annual performance evaluation;**
- 4. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and**
- 5. The results of background checks conducted in accordance with 922 KAR 2:280;**

Findings:

General: Based on review of documentation, observation and interview, the facility failed to maintain staff files. The following was found:

1. The staff person in charge was observed working alone with 10 children on the day of the inspection. This person did not have a personnel file on site; therefore, her hire date, birthdate, educational documentation, T.B. documentation and background check information were not available for the surveyor to review. A review of the KARES system found that the staff person did have a completed background check. The staff person in charge stated that she was hired in November 2021; however, the exact date could not be determined during the visit.

2. One staff person identified as a substitute did not have a personnel file on site; therefore, her hire date, birthdate, educational documentation, T.B. documentation and background check information were not available for the surveyor to review. A review of the KARES system found that the staff person did have a completed background check. The staff person in charge stated that this staff person was hired in November 2021; however, the exact date could not be determined during the visit.

400 - Educational Requirements**Not In Compliance****922 KAR 2:090. Section 11. Staff Requirements.****(1) Child-care center staff:****(a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:**

- 1. High school diploma;**
- 2. GED or qualifying documentation from a comparable educational entity; or**
- 3. Commonwealth Child Care Credential as described in 922 KAR 2:250;**

Findings:

General: Based on review of documentation, two staff (both hired in November 2021-exact date unknown) did not have educational documentation on file.

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: Based on review of documentation, three staff (hire dates: 7/30/20 and two in November 2021-exact date unknown) did not have T.B. documentation on file.

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410 - CPR/First Aid Coverage

Not In Compliance

922 KAR 2:090. Section 11. 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.**

(5) Cardiopulmonary resuscitation (CPR) and first aid training shall be in addition to the fifteen (15) clock hours requirement in subsection (16) of this section.

Findings:

General: Based on review of documentation, this regulatory requirement was not met. A review of staff files during the inspection found that none of the staff (five staff total) had current CPR/first aid certification documentation on file. Therefore, no one was present with the children on the day of the survey that was certified in CPR and first aid.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

Not In Compliance

700 - Child Personal Care/Handwashing

Not In Compliance

922 KAR 2:120. Section 3. General Requirements.

(4) A child shall:

- (a) Be helped with personal care and cleanliness based upon his or her developmental skills;**
- (b) Except as established in paragraph (c) of this subsection, wash his or her hands with liquid soap and warm running water:**

- 1. a. Upon arrival at the center; or**
- b. Within thirty (30) minutes of arrival for school-age children;**
- 2. Before and after eating or handling food;**
- 3. After toileting or diaper change;**
- 4. After handling animals;**
- 5. After touching an item or an area of the body soiled with body fluids or wastes; and**
- 6. After outdoor or indoor play time; and**

(c) Use hand sanitizer or hand-sanitizing wipes if liquid soap and warm running water are not available in accordance with paragraph (b) of this subsection. The child shall wash the child's hands as soon as practicable once liquid soap and warm running water are available.

Findings:

General: Based on observation, this regulatory requirement was not met. At the time of the visit the surveyor observed a group of 10 children (three-five year old's) playing in the classroom and then walk down the hallway to the cafeteria to eat lunch without washing their hands.

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

Kitchen Requirements

In Compliance

Food Service

In Compliance

Meal Planning/Center Provides Meals

In Compliance

Meal Planning/Center Does Not Provide Meals

In Compliance

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: Based on review of documentation, five children (enrollment dates: 3/5/21, 8/18/21, 5/27/21, 7/15/21, and 9/8/21) had immunization certificates that were no longer current as of 12/31/21, 10/23/21, 8/26/21, 12/20/21, and 12/3/21.

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: Based on review of documentation, this regulatory requirement was not met. The following was found:

1. One child's file/enrollment documentation did not contain information for the family's preferred hospital or physician contact information (enrollment date: 7/15/21).
2. Two children's files did not contain the name and phone number of the child's physician (enrollment dates: 7/15/21 and 10/15/21).

Written Documentation

Not In Compliance

1260 - 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 and 42 U.S.C. 9858c(c)(2)(U).

Findings:

General: Based on review of documentation, the facility had an emergency preparedness plan; however, did not have evidence that the plan had been updated or resubmitted to the local emergency management official within the review period.

1280 - Professional Development

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

(f) A written annual plan for child-care staff professional development;

Findings:

General: Based on review of documentation, three staff eligible for a staff professional development plan did not have documentation of a plan on file (hire dates: 7/30/20, 8/18/20, and 8/3/20).

1285 - Earthquake/Tornado/Fire Drills

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

- (h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;**
- (i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;**

Findings:

General: Based on review of documentation, this regulatory requirement was not met. The following was found:

1. The facility had documentation of quarterly earthquake and tornado drills that included the date and time of the drills; however, the names of the children who participated were not documented.
2. A review of the emergency drill log found that fire drills were not conducted during the months of October, November, December, or January; therefore, drills were not conducted monthly.

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Posted Documentation

Not In Compliance

1310 - Posting Requirements

Not In Compliance

922 KAR 2:090. Section 8. General.

(6) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:

- (a) The provider's preliminary or regular license;**
- (b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;**
- (c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;**
- (d) Information on the Kentucky Consumer Product Safety Program and the program's Web site as specified in KRS 199.897;**
- (e) A description of services provided by the child-care center, including:**
 - 1. Current rates for child care; and**
 - 2. Each service charged separately and in addition to the basic rate for child care;**
- (f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and**
- (g) Daily planned program.**

Findings:

General: Based on review of documentation, this regulatory requirement was not met. The statement of deficiency and corresponding plan of correction from the 2/9/21, post preliminary inspection were not posted.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date