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Inspection Report

Provider Name: Calhoun Elementary Afterschool Program	Provider Information Provider Type: LICENSED TYPE I	CLR No: L356945
Provider Address: 755 Main Street, Calhoun, KY, 42327		Capacity: 80
Owner(s): Mc Lean County Board Of Education		Director(s): Atherton, Rebecca Ruth

Inspection Type: Renewal Application	Inspection Information	Inspection No: 218223
Date Initiated: 01/09/2017 1:55 PM	Date Concluded: 01/09/2017 4:10 PM	
	No. of Children Present: 23	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
205 - Fire Marshal/Zoning Compliance	Not In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (2) A child-care center shall be in compliance with the State Fire Marshal requirements established in KRS 227.220 and the local zoning laws.	
Findings: General: Based on Review of Documentation, the most recent Fire Marshal inspection report was dated 11/6/14.	
Director Requirements	Not In Compliance
255 - Staff Meeting	Not In Compliance
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, a director shall: (i) Conduct, manage, and document in writing staff meetings;	
Findings: General: Based on Review of Documentation and interview, the center failed to provide documentation of staff meetings being conducted.	
260 - Staff Evaluation	Not In Compliance
922 KAR 2:110. Section 4. Director Requirements and Responsibilities. (1) Effective with the adoption of this administrative regulation, 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, a staff, hired on 08/01/15, had a written performance evaluation on file that was dated 08/01/15. A staff, hired on 10/02/15, did not have an annual written performance evaluation on file.	

Inspection Report

285 - Parental/Family Involvement Activity

Not In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

(1) Effective with the adoption of this administrative regulation, a director shall:

(p) Coordinate at least one (1) annual activity involving parental or family participation.

Findings:

General: Based on Interview, the center failed to provide documentation of at least one (1) annual activity involving parent or family participation.

Employee Records

Not In Compliance

300 - Background checks/left alone

Not In Compliance

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, a volunteer, start date 08/03/15, did not have a child abuse/neglect check on file.

Programming

Not In Compliance

350 - Program of Activities Followed

Not In Compliance

922 KAR 2:120. Section 2. Child Care Services.

(4) The child-care center shall provide a daily planned program:

(a) Posted in writing in a conspicuous location with each age group and followed;

(b) Of activities that are individualized and developmentally appropriate for each child served;

(c) That provides experience to promote the individual child's physical, emotional, social, and intellectual growth and well-being; and

(d) That offers a variety of creative activities including the following:

1. Art;

2. Music;

3. Dramatic play;

4. Stories and books;

5. Science;

6. Block building;

7. Tactile activity;

8. Culture;

9. Indoor or outdoor play in which a child makes use of both small and large muscles;

10. A balance of active and quiet play, including group and individual activity;

11. An opportunity for a child to:

a. Have some free choice of activities;

b. If desired, play apart from the group at times;

Findings:

General: Based on Review of Documentation, the program of activities was not developed and posted in the cafeteria.

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

In Compliance

Children's Records

Not In Compliance

1070 - Immunization

Not In Compliance

922 KAR 2:110. Section 3. 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, a child, first date of attendance on 08/05/15, had an immunization certificate on file that was valid until 06/02/16.

1075 - Enrollment Information

Not In Compliance

922 KAR 2:110. Section 3. 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 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 situation 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, a child, first date of attendance on 08/03/15, two (2) children, first date of attendance on 08/05/15, a child, first date of attendance on 08/06/15, and two (2) children, first date of attendance on 08/03/16, did not have information on file to enable the person in charge to contact the child's preferred hospital. A child, first date of attendance on 08/03/16, did not have information on file to enable the person in charge to contact the child's physician.

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's written plan for evacuation did not include the evacuation route to the designated relocation site, in accordance with KRS 199.895.

1105 - Professional Development

Not In Compliance

922 KAR 2:110. Section 3. 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, a staff, hired on 08/01/01, and a staff, hired on 10/01/06, each had a professional development plan on file that was dated 05/01/13. A staff, hired on 10/02/15, did not have an annual professional development plan on file.

1115 - Earthquake/Tornado Drills

Not In Compliance

922 KAR 2:110. Section 3. 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;

Findings:

General: Based on Review of Documentation, quarterly practiced earthquake drills and tornado drills were conducted in the third and fourth quarters of 2016, but the names of children participants were not documented.

1120 - Fire Drills

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(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, monthly practiced fire drills were conducted September through December 2016, but the names of the children participants were not documented.

1140 - Fire Drills

Not In Compliance

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

(12) A fire drill shall be conducted during hours of operation:

(a) At least monthly; and

(b) Documented.

Findings:

General: Based on interview, a monthly practiced fire drill was conducted in August 2016 but was not documented.

Inspection Report		
	Posted Documentation	Not In Compliance
1155 - Posting Requirements		Not In Compliance
<div>922 KAR 2:110. Section 2. General. (7) 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) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year; (b) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year; (c) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897; (d) 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; (e) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and (f) Daily schedule.</div>		
Findings: General: Based on Observation, the statement of deficiency issued by the cabinet during the current licensure year and plan of correction submitted by the child-care center to the cabinet during the current licensure year were not posted.		
	Animals	Not Applicable

Signature of Provider/Representative

Title

Date