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**CABINET FOR HEALTH AND FAMILY SERVICES
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INSPECTOR GENERAL

Inspection Report

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

Inspection Type: Renewal Application	Inspection Information	Inspection No: 247732
Date Initiated: 01/17/2019 2:00 PM	Date Concluded: 01/17/2019 3:40 PM	
	No. of Children Present: 10	

Inspection Report	
Background Checks	Not In Compliance
10 - Submit background check	Not In Compliance
<p>922 KAR 2:280 - Section 4. Procedures and Payments.</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"> 1. DCC-500, Applicant Child Care Staff Member Waiver Agreement and Statement; and 2. DCC-501, Disclosures to Be Provided to and Signed by the Applicant Child Care Staff Member; and <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"> 1. Child abuse and neglect central registry pursuant to 922 KAR 1:470; 2. National Crime Information Center's National Sex Offender Registry in accordance with 34 U.S.C. 20921; and 3. Sex Offender Registry established in accordance with KRS 17.500 through 17.580. 	
<p>Findings:</p> <p>General: Based on Review of Documentation, a substitute hired on 11/5/18, had not initiated the process for obtaining background checks. The substitute's file included a previous criminal records check and child abuse/neglect check.</p>	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance

Inspection Report	
Employee Records	Not In Compliance
410 - Training	Not In Compliance
<p>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.</p> <p>Findings: General: Based on Review of Documentation, a caregiver hired on 8/1/01, last completed the Pediatric Abusive Head Trauma Training on 12/31/13; which was not every five years. A caregiver hired on 10/1/06, lacked three (3) hours of training.</p>	
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
1140 - Enrollment Information	Not In Compliance
<p>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;</p> <p>Findings: General: Based on Review of Documentation, two (2) children both enrolled on 2/15/17, did not include a preferred hospital, the name of the physician and the physician's contact number in the enrollment form.</p>	
Written Documentation	Not In Compliance
1195 - Fire Drills	Not In Compliance
<p>922 KAR 2:120. Section 3. General Requirements. (12) A fire drill shall be: (a) Conducted during hours of operation at least monthly; and (b) Documented. (13) An earthquake drill and a tornado drill shall be: (a) Conducted during hours of operation at least quarterly; and (b) Documented.</p> <p>Findings: General: Based on Review of Documentation and interview, the earthquake and tornado drills were not conducted during the fourth quarter of 2018.</p>	
Posted Documentation	In Compliance
Animals	Not Applicable

Signature of Provider/Representative

Title

Date