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**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

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

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 319619
<b>Date Initiated:</b> 11/23/2021 2:00 PM	<b>Date Concluded:</b> 11/23/2021 4:15 PM	
	<b>No. of Children Present:</b> 13	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
<b>180 - Plan of Correction/15 days</b>	Not In Compliance
<b>Findings:</b> A PLAN OF CORRECTION WAS DUE ON 02/03/2022 AND AS OF 02/17/2022, THE PLAN OF CORRECTION HAS NOT BEEN RECEIVED.	
Director Requirements	Not In Compliance
<b>350 - Staff Management/Policy Development/Supervision</b>	Not In Compliance
<b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b> <b>(1) A director shall:</b> <b>(e) Manage the staff in their individual job descriptions;</b> <b>(f) Assure the development, implementation, and monitoring of child-care center plans, policies, and procedures;</b> <b>(g) Supervise staff conduct to ensure implementation of program policies and procedures;</b>	
<b>Findings:</b> General: Based on review of documentation, the center did not have a written policy on child illness and communicable disease to ensure staff follow the correct protocol in the parent handbook. In addition, the center did not have plans, policies, and procedures for staff available for review.	
Employee Records	Not In Compliance
<b>405 - TB Verification</b>	Not In Compliance
<b>922 KAR 2:090. Section 11. Staff Requirements.</b> <b>(1) Child-care center staff:</b> <b>(b) Shall provide, prior to employment and every two (2) years thereafter:</b> <b>1. A statement from a health professional that the individual is free of active tuberculosis; or</b> <b>2. A copy of negative tuberculin results.</b>	
<b>Findings:</b> General: Based on review of documentation, a caregiver hired on 8/1/01, had TB documentation on file dated 10/24/17. A caregiver hired on 10/7/18, had TB documentation on file dated 10/2/18.	

# Inspection Report

## 420 - Adequate Substitute(s)

Not In Compliance

### 922 KAR 2:090. Section 11. Staff Requirements.

(6) Child-care centers shall have available in case of need:

- (a) One (1) qualified substitute staff person for a Type II child-care center; or
- (b) Two (2) qualified substitute staff persons for a Type I child-care center.

(7) Each qualified substitute staff person shall:

- (a) Meet the staff requirements of this administrative regulation; and
- (b) Provide the required documentation to verify compliance with this administrative regulation.

#### Findings:

General: Based on interview, the center had only one (1) substitute staff person available in case of need.

## 435 - Training

Not In Compliance

### 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 completed within the first three (3) months of employment in a child-care program;
- (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment in a child care program, 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 completed between July 1 and the following June 30 of each subsequent year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.

(17) A staff person's compliance with training requirements of this section shall be verified through the cabinet-designated database maintained pursuant to 922 KAR 2:240.

#### Findings:

General: Based on review of documentation, a caregiver hired on 8/1/01, completed twelve and one half (12 ½) hours of training during a subsequent year of employment. A caregiver hired on 10/7/18, last completed the Pediatric Abusive Head Trauma Training on 10/4/13.

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

Kitchen Requirements

In Compliance

Food Service

Not In Compliance

## 1095 - Milk Requirements

Not In Compliance

### 922 KAR 2:120. Section 9. Food and Drink Requirements for All Child-Care Centers.

(3) A serving of milk shall consist of:

(a) Breast milk or iron-fortified formula for a child:

- 1. Age birth to twelve (12) months; or
- 2. Beyond twelve (12) months of age as documented by the parent or the child's physician;

(b) Pasteurized unflavored whole milk for children ages twelve (12) months to twenty-four (24) months; or

(c) Pasteurized unflavored low fat one (1) percent or fat-free skim milk for children ages twenty-four (24) months to school-age.

#### Findings:

General: Based on observation, thirteen (13) children were served chocolate milk with a snack in room 311.

Meal Planning/Center Provides Meals

In Compliance

Meal Planning/Center Does Not Provide Meals

Not Applicable

Inspection Report		
Children's Records		Not In Compliance
1250 - Enrollment Information		Not In Compliance
<div>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;</div>		
<b>Findings:</b> General: Based on review of documentation, a child enrolled on 10/14/21, did not include a preferred hospital, a name of a physician, and the physician's phone number in the enrollment information. Two (2) children enrolled on 10/13/20 and 8/21/21, did not include a name of an individual to be contacted in case of an emergency involving the child in the enrollment information. A child enrolled on 11/15/21, did not include a preferred hospital in the enrollment information.		
Written Documentation		Not In Compliance
1280 - Professional Development		Not In Compliance
<div>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;</div>		
<b>Findings:</b> General: Based on review of documentation, a caregiver hired on 8/1/01, did not have an annual professional development plan on file. A caregiver hired on 10/7/18, had an annual professional development plan on file that was dated 1/4/19.		
1305 - Fire Drills		Not In Compliance
<div>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, shelter-in-place or lockdown drill, and tornado drill shall be: (a) Conducted during hours of operation at least quarterly; and (b) Documented.</div>		
<b>Findings:</b> General: Based on interview, the center did not conduct a lockdown drill during the third quarter of 2021.		
Posted Documentation		In Compliance
Animals		Not Applicable