



Andy Beshear
GOVERNOR

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

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Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Clark County Christian Pre-School & Day Care	Provider Information Provider Type: LICENSED TYPE I	CLR No: L353084
Provider Address: 2450 Colby Road, Winchester, KY, 40391		Capacity: 99
Owner(s): Clark County Christian School, Inc.		Director(s): Pence, Tanya Marie

Inspection Type: Renewal Application	Inspection Information	Inspection No: 219569
Date Initiated: 05/05/2017 9:40 AM	Date Concluded: 05/05/2017 12:00 PM	
	No. of Children Present: 40	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance
Employee Records	Not In Compliance
310 - Personnel File	Not In Compliance

922 KAR 2:110. Section 3. 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. Written record of training participation to include:
 - a. The training source;
 - b. Location;
 - c. Date; and
 - d. Number of clock hours completed;
5. Every two (2) years, a:
 - a. Statement from a health professional that the individual is free of active tuberculosis; or
 - b. Copy of negative tuberculin results; and
6. For a director, employee, volunteer, or any person with supervisory or disciplinary control over, or having unsupervised contact with, a child in care, the results of a:
 - a. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;
 - b. Criminal records check required by KRS 199.896(19);
 - c. Criminal records check from any previous state of residence completed once if:
 - (i) The individual resided outside the state of Kentucky in the last five (5) years; and
 - (ii) No criminal records check has been completed for the individual's previous state of residence; and
 - d. An address check of the Sex Offender Registry;

Findings:

General: Based on Review of Documentation, one (1) staff whose hire date was 11/23/15 did not have a professional development plan completed.

Inspection Report

340 - Training

Not In Compliance

922 KAR 2:110. Section 5. Staff Requirements.

(14) 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 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 pediatric abusive head trauma training completed once every five (5) years.

Findings:

General: Based on Review of Documentation, two (2) employees whose hire dates were 8/17/16 and 8/30/16 completed orientation past the required ninety (90) days. Speaking with the director, she stated they completed the training within the timeframe but it was not posted on ECE-TRIS when she came back from maternity leave. The director stated she requested the dates be posted on ECE-TRIS, but they did not put the date of completion on ECE-TRIS, they put the date that it was entered onto ECE-TRIS. Based on review of documentation, one (1) staff whose hire dates was 2/24/16, did not have the required numbers of hours for training. The director stated the staff person began taking classes beginning in January 2017 and ended the classes in April 2017. ECE-TRIS reveals she received 30 hours of training on 04/24/17. The director stated some of those courses were finished within her timeframe, but the trainer dated all the courses for 04/24/17 instead of the dates she completed each class.

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

Not In Compliance

960 - Bottles

Not In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

(9) Bottles shall be:

- (a) Individually labeled;
- (b) Promptly refrigerated;
- (c) Covered when not in use; and
- (d) Consumed within one (1) hour of being heated or removed from the refrigerator.

Findings:

General: Based on Observation, in the refrigerator in the infant room there was a purple bottle that did not have a lid on it.

Children's Records

In Compliance

Written Documentation

In Compliance

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date