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**Inspection Report**

<b>Provider Name:</b> Cedar Grove Elementary YMCA Day Care Center	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L353477
<b>Provider Address:</b> 1900 Cedar Grove Road, Shepherdsville, KY, 40165		<b>Capacity:</b> 125
<b>Owner(s):</b> The Young Mens Christian Association Of Greater Louisville		<b>Director(s):</b> Bryant, Sharon Kay

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 221124
<b>Date Initiated:</b> 08/23/2017 6:05 AM	<b>Date Concluded:</b> 08/23/2017 8:15 AM	
	<b>No. of Children Present:</b> 40	

Inspection Report	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Director Requirements</b>	<b>Not In Compliance</b>

**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 and interview, the child care center director failed to assure compliance with regulatory requirements. Review of presented staff files revealed a file for a staff member with the hire date 8/15/16 did not contain a staff evaluation. Interview with the staff in charge revealed she was unable to locate the document at the time of the survey.

**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 and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of presented staff files revealed a child abuse and neglect check that was completed on 1/20/17 for a staff member with the hire date 8/15/16; therefore it was completed outside the ninety-day (90) probationary time. Interview with the staff in charge revealed the staff member continued to work for the child care center even though the child abuse and neglect check had not been returned cleared for the staff member with the hire date 8/15/16.

**Inspection Report**

**320 - TB Verification**

**Not In Compliance**

**922 KAR 2:110. Section 5. 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 and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of presented staff files revealed two (2) staff hired 8/15/16 and 5/8/17 did not have written documentation from a health care professional to verify that the individual was free from active TB on file at the time of the survey. Interview with the staff in charge revealed the documentation was not contained in the two (2) staff members file at the time of the survey.

**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 and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of presented staff files revealed a staff member with the hire date 5/8/17 did not complete six (6) hours of cabinet-approved orientation within ninety-days (90) of employment. Interview with the staff in charge revealed she was not able to verify the training hours were completed.

**Programming**

**In Compliance**

**Premises**

**Not In Compliance**

**520 - Floors, Walls, Ceilings**

**Not In Compliance**

**922 KAR 2:120. Section 4. Premises Requirements.**

**(9) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned.**

**Findings:**

General: Based on observation, the child care center failed to maintain the premises in accordance with regulatory requirements. Observation of the boy's bathroom revealed tile missing in two (2) areas located by the first stall.

**Hygienic Practices**

**In Compliance**

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**In Compliance**

**Equipment**

**In Compliance**

**Transportation**

**In Compliance**

**Food Service**

**In Compliance**

**Children's Records**

**In Compliance**

**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 and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of presented documentation revealed the child care center had not updated the evacuation plan. Continued review of the documentation presented revealed employees no longer employed at the child care center were responsible for caring out duties in case of an emergency. Interview with the staff in charge revealed she was not aware that employees whom no longer work at the center were listed as the responsible person to carry out duties in case of an emergency.

**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 and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of presented staff files revealed a file for a staff member with the hire date 8/15/16 did not contain an annual professional development plan. Interview with the staff in charge revealed there was not a professional development plan contained in the staff file for the staff member with the hire date 8/15/16.

**Posted Documentation**

**In Compliance**

**Animals**

**Not Applicable**

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Signature of Provider/Representative

Title

Date