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**Adam Mather**  
INSPECTOR GENERAL

**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> YMCA of Greater Louisville		<b>Director(s):</b> Bryant, Sharon Kay

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 290305
<b>Date Initiated:</b> 07/10/2019 9:30 AM	<b>Date Concluded:</b> 07/10/2019 2:30 PM	
	<b>No. of Children Present:</b> 71	

<b>Inspection Report</b>		
<b>Background Checks</b>	<b>In Compliance</b>	
<b>Supervision</b>	<b>In Compliance</b>	

**Inspection Report**

**Staffing Requirements**

**Not In Compliance**

**125 - Ratios and Group Size**

**Not In Compliance**

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

**(2) For an operating child-care center, minimum staff-to-child ratios and group size shall be maintained as established in the table established in this subsection.**

**Age of Children Ratio Maximum Group Size\***

**Infant**

**1 staff for 5 children 10**

**Toddler 12 to 24 months**

**1 staff for 6 children 12**

**Toddler 24 to 36 months**

**1 staff for 10 children 20**

**Preschool-age 3 to 4 years**

**1 staff for 12 children 24**

**Preschool-age 4 to 5 years**

**1 staff for 14 children 28**

**School-age 5 to 7 years**

**1 staff for 15 children 30**

**School-age 7 and older**

**1 staff for 25 children**

**(for before and after school) 30**

**1 staff for 20 children**

**(full day of care) 30**

**\*Maximum Group Size shall be applicable only to Type I child-care centers.**

**(b) The age of the youngest child in the group shall determine the:**

- 1. Staff-to-child ratio; and**
- 2. Maximum group size.**

**Findings:**

General: Based on observation and interview, the child care center failed to comply with staffing requirements. At 9:30 am, observation in the Cafeteria room revealed there were 40 children present. An interview with a staff member revealed the youngest was age five (5). The center was not in compliance of maximum group size. At 1:16 pm, observation in the Cafeteria room revealed there were 24 children present. An interview with the only staff member present revealed the children aged in the range from five (5) years to seven (7) years of age. The center was not in compliance of children to staff ratios.

**General Administration**

**Not In Compliance**

**155 - Liability Insurance**

**Not In Compliance**

**922 KAR 2:090. Section 6. License Issuance.**

**(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:**

**(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;**

**Findings:**

General: Based on interview and review of documentation, the child care center failed to comply with regulatory requirements. A review of written documentation failed to reveal a copy of current liability insurance.

**Director Requirements**

**Not In Compliance**

**340 - Staff Meeting**

**Not In Compliance**

**922 KAR 2:090. Section 10. Director Requirements and Responsibilities.**

**(1) A director shall:**

**(i) Conduct, manage, and document in writing recurring staff meetings;**

**Findings:**

General: Based on interview and review of documentation, the child care center director failed to assure compliance with regulatory requirements. Upon request, the staff in charge did not present verification of documentation of staff meetings.

**345 - Staff Evaluation**

**Not In Compliance**

**922 KAR 2:090. Section 10. Director Requirements and Responsibilities.**

**(1) 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 interview and review of documentation, the child care center director failed to assure compliance with regulatory requirements. Upon request, the staff in charge did not present documentation of staff evaluations assessing the staff person's interaction with children in care and classroom performance for staff with the hire dates of 7/24/98 and 8/30/08.

**385 - Personnel File**

**Not In Compliance**

**922 KAR 2:090. Section 9. 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. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and**
- 5. The results of background checks conducted in accordance with 922 KAR 2:280;**

**Findings:**

General: Based on interview and review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. A review of staff files failed to reveal that a copy of a background check for staff members with the hire dates of 7/24/98, 4/3/19 and 2/20/07 are maintained in the file. Additionally, the presented files failed to include an identified date of hire for four (4) staff members.

**390 - Educational Requirements**

**Not In Compliance**

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

**(1) Child-care center staff:**

**(a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:**

- 1. High school diploma;**
- 2. GED or qualifying documentation from a comparable educational entity; or**
- 3. Commonwealth Child Care Credential as described in 922 KAR 2:250;**

**Findings:**

General: Based on interview and review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. A review of staff files failed to reveal that a copy of a high school diploma, GED or a Commonwealth Child care Credential for two (2) staff members with unknown hire dates were maintained in the file.

**395 - TB Verification**

**Not In Compliance**

**922 KAR 2:090. Section 11. 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 interview and review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. A review of staff files failed to reveal a copy of a tuberculosis verification for two (2) staff members, one with hire date 6/15/2018 and the other with an unknown hire date.

**410 - 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 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.**

**Findings:**

General: Based on interview and review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the staff in charge did not present verification that staff members with hire dates 6/15/18, 12/03/18 and unknown hire dates, completed six (6) hours of cabinet-approved orientation training. Review of an ECE-TRIS report could not verify that the training had been completed. Upon request, the staff in charge did not present verification that staff members with hire dates of 8/30/08 and 2/20/07 had completed fifteen(15) annual hours of cabinet approved early care and education training. Review of an ECE-TRIS report could not verify that the training had been completed.

Inspection Report

Programming

Not In Compliance

420 - 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) Unless the child-care center is a before- or after-school program that operates part day or less, that offers a variety of creative activities including:
  - 1. Art or music;
  - 2. Math or numbers;
  - 3. Dramatic play;
  - 4. Stories and books;
  - 5. Science or nature;
  - 6. Block building or stacking;
  - 7. Tactile or sensory activity;
  - 8. Multi-cultural exposure;
  - 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 interview and review of documentation, the child care center failed to comply with regulatory programming requirements. The child care center failed to provide a daily planned program.

Premises

In Compliance

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

Not In Compliance

755 - Protective Surface

Not In Compliance

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

(21) A protective surface shall:

- (a) Be provided for outdoor play equipment used to:
  - 1. Climb;
  - 2. Swing; and
  - 3. Slide; and
- (b) Have a fall zone equal to the height of the equipment.

Findings:

General: Based on observation, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. A green slide located on the playground area did not contain sufficient protective surface underneath the equipment. The area underneath the equipment also had exposed dirt within the ground covering.

Equipment

Not In Compliance

820 - Indoor/Outdoor Equipment

Not In Compliance

922 KAR 2:120. Section 11. Toys and Furnishings.

(2) Indoor and outdoor equipment shall:

- (a) Be clean, safe, and in good repair;
- (b) Meet the physical, developmental needs, and interests of children of different age groups;
- (c) Be free from sharp points or corners, splinters, protruding nails or bolts, loose or rusty parts, hazardous small parts, lead-based paint, poisonous material, and flaking or chalking paint; and
- (d) Be designed to guard against entrapment or situations that may cause strangulation.

Findings:

General: Based on observation, the child care center failed to maintain equipment in accordance with regulatory requirements. A climbing apparatus located in the center of the playground area had a step that was in disrepair. The rubber coating was peeled back, exposing part of the rusted step and a sharp metal corner.

**Inspection Report**

**Transportation**

**Not In Compliance**

**960 - Children's Transportation Records**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**

**(17) Transportation services provided shall:**

**(a) Be recorded in writing and include:**

- 1. The first and last name of the child transported; and**
- 2. The time each child gets on and the time each child gets off;**

**(b) Be completed by a staff member other than the driver; and**

**(c) Be kept for five (5) years.**

**Findings:**

General: Based on interview and review of documentation, the child care center failed to comply with regulatory requirements regarding transportation. A review of transportation records failed to reveal documentation of the times that children got on and off of the bus for a field trip taken on 7/09/19.

**Food Service/Food Program**

**In Compliance**

**Food Service**

**In Compliance**

**Children's Records**

**Not In Compliance**

**1140 - Enrollment Information**

**Not In Compliance**

**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;**

**Findings:**

General: Based on observation, interview and review of documentation, the child care center failed to maintain children's records in accordance with regulatory requirements. A review of ten (10) children's files revealed there was no hospital listed for four (4) children.

**Written Documentation**

**In Compliance**

**Posted Documentation**

**Not In Compliance**

**1215 - Daily Activities**

**Not In Compliance**

**922 KAR 2:090. Section 10. Director Requirements and Responsibilities.**

**(1) A director shall:**

**(h) Post a schedule of daily activities, to include dates and times of activities to be conducted with the children in each classroom;**

**Findings:**

General: Based on interview and review of documentation, the child care center failed to post documentation in accordance with regulatory requirements. A review of posted documentation failed to reveal a daily schedule for the daily activities including dates and times of activities to be conducted with the children in each classroom at the child care facility.

**Animals**

**In Compliance**

Signature of Provider/Representative

Title

Date