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Inspection Report

Provider Name: Christ The King Extended Day Program	Provider Information Provider Type: LICENSED TYPE I	CLR No: L353572
Provider Address: 412 Cochran Road, Lexington, KY, 40502		Capacity: 99
Owner(s): Holy Family School		Director(s): Cupolo, Tracy Doss

Inspection Type: Renewal Application	Inspection Information	Inspection No: 219192
Date Initiated: 03/09/2017 1:00 PM	Date Concluded: 03/09/2017 3:45 PM	
	No. of Children Present: 35	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance

170 - Notification of Changes **Not In Compliance**

922 KAR 2:110. Section 6. Reports.
(4) Written notification of the following shall be made to the cabinet to allow for approval before implementation:
(a) Change of ownership;
(b) Change of location;
(c) Increase in capacity;
(d) Change in hours of operation;
(e) Change of services in the following categories:
1. Infant;
2. Toddler;
3. Preschool-age;
4. School-age;
5. Nontraditional hours; or
6. Transportation; or
(f) Addition to the square footage a child-care center's premises.

Findings:

General: Based on Observation, it was found that 1) an outdoor play area being used by the preschool age children had not been approved by the Division of Regulated Child Care (DRCC); 2) the facility's preschool program was found to begin at 7:50 a.m. and end at 12:30 p.m. when the extended day program began. The hours on file for the facility are 12:30 p.m. to 6:00 p.m. This change in hours was not reported to the DRCC; 3) the classroom for the four-year-old children was found to be located in a room that had not been approved by the DRCC.

Director Requirements **Not In Compliance**

265 - Health, Safety, Comfort **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:
(l) Provide for the health, safety, and comfort of each child;

Findings:

General: Based on Observation, it was found that a plunger in the bathroom located in the Two Year Old classroom was accessible to the children. In addition, it was found that the children's coats in the Pre-K 3 classroom were overlapping while hanging on the wall hooks.

Inspection Report

275 - Caregiver Alone

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:

(n) Assure that a person acting as a caregiver of a child in care shall not be left alone with a child, if the licensee has not received the results of the background checks as described in Section 3(1)(e)6 of this administrative regulation;

Findings:

General: Based on Observation, it was found that two (2) employees hired on 8-16-16 were working together in a Two Year Old classroom. One (1) of these employees did not have a completed criminal records check on file. Neither of these employees had a completed central registry check on file.

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, it was found that 1) the files for two (2) employees hired on 8-16-16 did not contain evidence of submission for or the results of completed central registry checks; 2) the file for an employee hired on 8-16-16 did not contain evidence of submission for or the results of a central registry check or a criminal records check. Two (2) of these employees were observed to be working together in a classroom.

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, it was found that 1) the file for an employee hired on 4-18-14 contained the results of a TB skin test that was dated 4-24-14. This date is not within the two (2) year timeframe required by the regulation; 2) the files for employees hired on 8-16-16 and 2-15-17 did not contain evidence of a TB skin test or screening being completed.

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 1/2) 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 1/2) hours of pediatric abusive head trauma training completed once every five (5) years.

Findings:

General: Based on Review of Documentation, it was found that 1) the file and ECE-TRIS record for an employee hired on 9-1-08 contained evidence of only 7.5 cabinet-approved hours of training being completed during the last completed training year; 2) the file and ECE-TRIS record for an employee hired on 4-18-14 did not contain evidence of Pediatric Abusive Head Trauma being completed. Her records also did not contain evidence of any training being completed during the last completed training year; 3) the file and ECE-TRIS record for an employee hired on 8-1-02 contained evidence of only 7.5 hours of training being completed during the last completed training year; 4) the files and ECE-TRIS records for two (2) employees hired on 1-4-16 contained evidence of only 1.5 hours of additional training being completed during their first year of employment; 5) the file and ECE-TRIS record for an employee hired on 8-16-16 did not contain evidence of the six-hour cabinet-approved orientation training being completed.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

Not In Compliance

675 - Fence Requirement

Not In Compliance

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

(20) An outdoor play area shall be:

(a) Except for an after-school child-care program, located on the premises of a public or state-accredited nonpublic school, fenced for the safety of the children;

Findings:

General: Based on Observation, it was found that a new playground area was in use by the morning preschool program. This area was not fully fenced, thus making the parking lot of the facility accessible to the children. The facility did not have permission from the parents for the children to play in an unfenced area.

Inspection Report

Equipment

In Compliance

Transportation

Not Applicable

Food Service

In Compliance

Children's Records

Not In Compliance

1070 - Immunization

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(a) A current immunization certificate for each child in care within thirty (30) days of the child's enrollment, unless an attending physician or the child's parent objects to the immunization of the child pursuant to KRS 214.036;

Findings:

General: Based on Review of Documentation, it was found that one (1) child's file out of ten (10) children's files reviewed contained an immunization certificate that expired on 9-22-16.

1075 - Enrollment Information

Not In Compliance

922 KAR 2:110. Section 3. 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 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 situation 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 Review of Documentation, it was found that the information for two (2) siblings was recorded on the same form. It was also found that two (2) children's files out of ten (10) children's files reviewed did not contain information regarding the parent's preferred hospital.

Written Documentation

In Compliance

Posted Documentation

Not In Compliance

1155 - Posting Requirements

Not In Compliance

922 KAR 2:110. Section 2. General.

(7) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:

- (a) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;**
- (b) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;**
- (c) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;**
- (d) A description of services provided by the child-care center, including:**
 - 1. Current rates for child care; and**
 - 2. Each service charged separately and in addition to the basic rate for child care;**
- (e) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and**
- (f) Daily schedule.**

Findings:

General: Based on Observation, it was found that a daily schedule was not posted in the Pre-K 3 classroom.

1165 - Daily Activities

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:

- (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 Observation, it was found that a schedule of daily activities was not posted in the Two Year Old classroom or the Pre-K 3 classroom.

Inspection Report

1170 - Diapering/Handwashing

Not In Compliance

**922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.
(9) The proper methods of diapering and hand-washing shall be posted at each diaper changing area.**

Findings:

General: Based on Observation, it was found that the diapering and handwashing procedures were not posted at the diaper changing station located in the Two Year Old classroom.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date