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**Inspection Report**

<b>Provider Name:</b> Shelbyville Community Day Care	<b>Provider Information</b>	<b>CLR No:</b> L353688
<b>Provider Address:</b> 520 Mt. Eden Road, Shelbyville, KY, 40065	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 99
<b>Owner(s):</b> Shelbyville Community Church And Day Care, Inc.		<b>Director(s):</b> Robertson, Donna Gail

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 305612
<b>Date Initiated:</b> 01/22/2021 9:00 AM	<b>Date Concluded:</b> 01/22/2021 12:00 PM	
	<b>No. of Children Present:</b> 55	

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

**365 - Altered/Falsified Records** **Not In Compliance**

**922 KAR 2:090. Section 10. Director Requirements and Responsibilities.**  
**(1) A director shall:**  
**(o) Assure each mandatory record specified in Section 9 of this administrative regulation has not been altered or falsified;**

**Findings:**

General: Based on interview and review of documentation, the expiration date of an enrolled child's immunization certificate appeared to have been whited out, and a different date was written in its place. The staff member in charge stated that the doctor's office whited out the aforementioned expiration date and wrote another date in its place. Interview with a representative from the aforementioned child's doctor's office revealed that the expiration date on the immunization certificate was different than the one that was presented by the center at the time of the inspection, and the date had not been whited out by the doctor's office. Therefore, it was determined that the expiration date on the immunization certificate had been altered.

**Employee Records** **Not In Compliance**

**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 employee files for staff members with hire dates of 4/3/14 and 7/22/19 did not contain verification that the employees had completed one and one half (1 1/2) hours of pediatric abusive head trauma training within the last five (5) years. Review of ECE-Tric records failed to verify to aforementioned trainings. The staff member in charge acknowledged that the trainings had not been completed.

**Programming** **In Compliance**

**Inspection Report**

**Premises**

**Not In Compliance**

**650 - Toilet**

**Not In Compliance**

**922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.**

- (4) Each toilet shall:**
  - (a) Be kept in clean condition;**
  - (b) Be kept in good repair;**
  - (c) Be in a lighted room; and**
  - (d) Have ventilation to outside air.**

**Findings:**

General: Based on observation, the bathrooms in the One Year Old Room and the Older Ones/Younger Twos Room were not ventilated to the outside air.

**Hygienic Practices**

**Not In Compliance**

**655 - Child Personal Care/Handwashing**

**Not In Compliance**

**922 KAR 2:120. Section 3. General Requirements.**

- (4) A child shall:**
  - (a) Be helped with personal care and cleanliness based upon his or her developmental skills;**
  - (b) Except as established in paragraph (c) of this subsection, wash his or her hands with liquid soap and warm running water:**
    - 1. a. Upon arrival at the center; or**
    - b. Within thirty (30) minutes of arrival for school-age children;**
    - 2. Before and after eating or handling food;**
    - 3. After toileting or diaper change;**
    - 4. After handling animals;**
    - 5. After touching an item or an area of the body soiled with body fluids or wastes; and**
    - 6. After outdoor or indoor play time; and**
  - (c) Use hand sanitizer or hand-sanitizing wipes if liquid soap and warm running water are not available in accordance with paragraph (b) of this subsection. The child shall wash the child's hands as soon as practicable once liquid soap and warm running water are available.**

**Findings:**

General: Based on observation, an infant's hands were not washed with soap and warm running water after his/her diaper was changed.

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**In Compliance**

**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 two vans used to transport children were littered with a great deal of debris in the seats and on the floor, indicating that the vans had not been cleaned on a regular basis.

**Transportation**

**In Compliance**

**Food Service/Food Program**

**In Compliance**

**Food Service**

**Not In Compliance**

**1030 - Frozen Food**

**Not In Compliance**

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

- (5) Frozen food shall be:**
  - (a) Kept at a temperature of zero degrees Fahrenheit or below; and**
  - (b) Thawed:**
    - 1. At refrigerator temperatures;**
    - 2. Under cool, potable running water;**
    - 3. As part of the cooking process; or**
    - 4. By another method in accordance with the Department of Public Health's food safety standards and permits, established in KRS Chapter 217.**

**Findings:**

General: Based on observation, the temperature of the freezer in the pantry measured five (5) degrees Fahrenheit.

Inspection Report

Children's Records

Not In Compliance

1135 - Immunization

Not In Compliance

922 KAR 2:090. Section 9. 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 interview and review of documentation, the expiration date of an enrolled child's immunization certificate appeared to have been whited out, and a different date was written in its place. The staff member in charge stated that the doctor's office whited out the aforementioned expiration date and wrote another date in its place. Interview with a representative from the aforementioned child's doctor's office revealed that the expiration date on the immunization certificate was different than the one that was presented by the center at the time of the inspection, and the date had not been whited out by the doctor's office. Therefore, it was determined that the expiration date on the immunization certificate had been altered, and a current immunization certificate for a child with an enrollment date of 7/20/18 was not available at the time of the inspection.

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 interview and review of documentation, the enrollment files for two children with enrollment dates of 11/16/18 and 8/3/2020 did not contain a preferred hospital. The staff member in charge did not produce the aforementioned documentation at the time of the inspection.

Written Documentation

Not In Compliance

1185 - Confidentiality/Maintenance/Access

Not In Compliance

922 KAR 2:090. Section 9. Records.

(2) A child-care center shall:

- (a) Maintain the confidentiality of a child's record and information concerning a child or the child's parent;
- (b) Maintain all records for five (5) years; and
- (c) Provide the cabinet access and information in the completion of the investigation pursuant to KRS 620.030(4) and (5).

Findings:

General: Based on review of documentation, a children's allergy list was posted and visible to the public in the Infant Room.

Posted Documentation

In Compliance

Animals

In Compliance

Emergency Regulation

Not In Compliance

1260 - Emergency Regulation

Not In Compliance

922 KAR 2:410E. Emergency Regulation.

Due to the current declared public health emergency caused by the Novel Coronavirus Disease (COVID-19), licensed child care centers must operate under Centers for Disease Control and Prevention and public health guidelines, as mandated by 922 KAR 2:410E, to prevent the spread of COVID-19.

Findings:

General: Based on observation, a staff member wore his/her face make under his/her nose for the duration of the inspection. CDC guidelines state that a face mask should be worn over the nose and be secured under the chin.

Signature of Provider/Representative

Title

Date