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INSPECTOR GENERAL

**Inspection Report**

<b>Provider Name:</b> Burns Elementary After School Program <b>Provider Address:</b> 4514 Goetz Drive, Owensboro, KY, 42301 <b>Owner(s):</b> Daviess County Public Schools	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L353871  <b>Capacity:</b> 150 <b>Director(s):</b> Hamlet, Vickie Renea
<b>Inspection Information</b> <b>Inspection Type:</b> Renewal Application <b>Date Initiated:</b> 01/10/2018 1:55 AM <b>Date Concluded:</b> 01/10/2018 4:00 PM <b>No. of Children Present:</b> 69		
<b>Inspection No:</b> 242832		

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
<b>75 - Liability Insurance</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 6. License Issuance.</b> <b>(11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:</b> <b>(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;</b>	
<b>Findings:</b> General: Based on Review of Documentation, the center's liability insurance on file was effective until 01/01/18.	
<b>205 - Fire Marshal/Zoning Compliance</b>	<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 4. Premises Requirements.</b> <b>(2) A child-care center shall be in compliance with the State Fire Marshal requirements established in KRS 227.220 and the local zoning laws.</b>	
<b>Findings:</b> General: Based on Review of Documentation, the center's most recent fire marshal inspection report on file was dated 10/2015.	
<b>Director Requirements</b>	<b>In Compliance</b>

Inspection Report		
Employee Records		Not In Compliance
300 - Background checks/left alone		Not In Compliance
<p><b>922 KAR 2:090. Section 6. License Issuance.</b></p> <p><b>(5) An individual described in subsection (4) of this section shall:</b></p> <p><b>(a) Submit to background checks described in paragraph (b) of this subsection;</b></p> <p><b>(b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:</b></p> <p><b>1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;</b></p> <p><b>2. Criminal records check required by KRS 199.896(19);</b></p> <p><b>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</b></p> <p><b>4. An address check of the Sex Offender Registry; and</b></p> <p><b>(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.</b></p> <p><b>Findings:</b></p> <p>General: Based on Review of Documentation, a staff hired on 09/01/17, did not have a processed child abuse/neglect check on file and surpassed the ninety (90) day probationary period.</p>		
Programming		In Compliance
Premises		Not In Compliance
585 - Sink		Not In Compliance
<p><b>922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.</b></p> <p><b>(3) A sink shall be:</b></p> <p><b>(a) Located in or immediately adjacent to toilet rooms;</b></p> <p><b>(b) Equipped with hot and cold running water that allows for hand washing;</b></p> <p><b>(c) Equipped with hot water at a minimum temperature of ninety (90) degrees Fahrenheit and a maximum of 120 degrees Fahrenheit;</b></p> <p><b>(d) Equipped with liquid soap;</b></p> <p><b>(e) Equipped with hand-drying blower or single use disposable hand drying material;</b></p> <p><b>(f) Equipped with an easily cleanable waste receptacle; and</b></p> <p><b>(g) Immediately adjacent to a changing area used for infants and toddlers.</b></p> <p><b>Findings:</b></p> <p>General: Based on Observation, the hot water temperature measured seventy-eight (78) degrees Fahrenheit at three (3) automatic sinks outside the restrooms, adjacent to the small cafeteria.</p>		
Hygienic Practices		In Compliance
First Aid/Medication		In Compliance
Outdoor Play Area		In Compliance
Equipment		In Compliance
Transportation		Not Applicable
Food Service		In Compliance
Children's Records		Not In Compliance
1070 - Immunization		Not In Compliance
<p><b>922 KAR 2:110. Section 3. Records.</b></p> <p><b>(1) A child-care center shall maintain:</b></p> <p><b>(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;</b></p> <p><b>Findings:</b></p> <p>General: Based on Review of Documentation, a child, first date of attendance on 08/09/17, had an immunization summary report on file instead of an immunization certificate.</p>		

# Inspection Report

## 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, a child, first date of attendance on 08/09/17, did not have information on file to enable the person in charge to contact the child's preferred hospital.

## Written Documentation

Not In Compliance

## 1115 - Earthquake/Tornado Drills

Not In Compliance

### 922 KAR 2:110. Section 3. Records.

#### (1) A child-care center shall maintain:

(h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;

#### Findings:

General: Based on Review of Documentation, there was no documentation detailing the names of children who participated in quarterly, practiced earthquake drills and quarterly, practiced tornado drills.

## 1120 - Fire Drills

Not In Compliance

### 922 KAR 2:110. Section 3. Records.

#### (1) A child-care center shall maintain:

(i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;

#### Findings:

General: Based on Review of Documentation, there was no documentation detailing the names of children who participated in monthly, practiced fire drills.

## Posted Documentation

In Compliance

## Animals

Not Applicable

Signature of Provider/Representative

Title

Date