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Inspection Report

Provider Name: Meadow View Elementary School Age Child Care	Provider Information Provider Type: LICENSED TYPE I	CLR No: L354026
Provider Address: 1255 West Vine Street, Radcliff, KY, 40160		Capacity: 99
Owner(s): Hardin County Board Of Education		Director(s): Wood, Amy Danielle

Inspection Type: Renewal Application	Inspection Information	Inspection No: 290701
Date Initiated: 08/26/2019 4:05 PM	Date Concluded: 08/26/2019 5:35 PM	
	No. of Children Present: 18	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance

320 - Operation instruction/Regulation copy **Not In Compliance**

922 KAR 2:090. Section 8. General.
(2) Child-care center staff shall be:
(a) Instructed by the child-care center’s director regarding requirements for operation; and
(b) Provided with a copy of this administrative regulation, 922 KAR 2:120, and 922 KAR 2:280.

Findings:

General: Based on interview and review of documentation, the child care center director failed to assure compliance with regulatory requirements. Upon request a current copy of regulations was not presented for review. Regulations presented for review were dated for 2014.

Employee Records **Not In Compliance**

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. Review of presented staff files revealed that the file for a staff member with the hire date 10/5/15 did not contain the results of the NBCP, background check. Upon request the results were not presented for review; therefore, the results were not maintained on file.

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. Review of presented staff files revealed two (2) staff members with the hire dates 10/5/15 and 7/27/17 did not complete fifteen (15) hours of cabinet-approved early care and education training. Review of the ECE TRIS report did not verify that the training hours had been completed. Interview with a staff member revealed she was not able to verify the training hours were completed.

Programming	In Compliance
Premises	In Compliance
Hygienic Practices	In Compliance
First Aid/Medication	In Compliance
Outdoor Play Area	In Compliance
Equipment	In Compliance
Transportation	Not Applicable
Food Service/Food Program	In Compliance
Food Service	In Compliance
Children's Records	In Compliance
Written Documentation	In Compliance
Posted Documentation	In Compliance
Animals	In Compliance

Signature of Provider/Representative

Title

Date