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Inspection Report

Provider Name: Good Shepherd Day School	Provider Information	CLR No: L354080
Provider Address: 544 Sayre Street, Lexington, KY, 40508	Provider Type: LICENSED TYPE I	Capacity: 177(Bldg 1: 162;Bldg 2: 9)
Owner(s): The Good Shepherd Day School Corporation		Director(s): May, Rhonda

Inspection Type: Renewal Application	Inspection Information	Inspection No: 304502
Date Initiated: 09/24/2020 9:05 AM	Date Concluded: 09/24/2020 1:30 PM	
	No. of Children Present: 70	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
145 - Fire Marshal	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: (b) Be approved by the Office of the State Fire Marshal or designee;	
Findings: General: Based on review of documentation, it was found that the last documented visit from the State Fire Marshals office was dated 12/1/15. The facility had a document on file dated 12/2/19, from the Lexington-Fayette Urban County Government Division of Fire and Emergency Services Fire Prevention Bureau. The document was titled School Inspection 2019. The regulation requires that in order to maintain a regular license the facility must be approved by the State Fire Marshal's office.	
Director Requirements	Not In Compliance
360 - Caregiver Alone	Not In Compliance
922 KAR 2:090. Section 10. Director Requirements and Responsibilities. (1) 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 922 KAR 2:280;	
Findings: General: Based on interview and record review, a person acting as a caregiver to children enrolled in this center, did not have the results of background checks on file. In interview, it was found that some of the children receive speech therapy services from a therapist in one of the rooms in the center. During therapy, the children are alone with the therapist and not with a qualified staff person.	

Inspection Report**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, it was found that four new staff members had been hired in August 2020. The staff person in charge was unsure of the date of hire for three of those staff members. A review of staff files confirmed the hire date was not documented.

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 review of documentation and interview, it was found that four new staff members had been hired in August 2020. A review of staff files found that verification of education for the four new staff had not been obtained and placed on file at the facility.

Programming**In Compliance****Premises****In Compliance****Hygienic Practices****In Compliance****First Aid/Medication****Not In Compliance****730 - Medication****Not In Compliance****922 KAR 2:120. Section 7. First Aid and Medicine.****(6) Medication, including refrigerated medication, shall be:****(a) Stored in a separate and locked place, out of the reach of a child unless the medication is:**

1. A first aid supply and is maintained in accordance with subsection (1) of this section;
2. Diaper cream, sunscreen, or toothpaste. Diaper cream, sunscreen, or toothpaste shall be inaccessible to a child;
3. An epinephrine auto-injector. A licensed child-care center shall comply with KRS 199.8951 and 311.646, including:
 - a. An epinephrine auto-injector shall be inaccessible to a child;
 - b. A child-care center shall have at least one (1) person onsite who has received training on the administration of an epinephrine auto-injector if the child-care center maintains an epinephrine auto-injector;
 - c. A child-care center shall seek emergency medical care for a child if an auto-injector is administered to the child; and
 - d. A child-care center shall report to the child's parent and the cabinet in accordance with 922 KAR 2:090, Section 12(1)(b) if an epinephrine auto-injector is administered to a child; or
4. An emergency or rescue medication for a child in care, such as medication to respond to diabetic or asthmatic condition, as prescribed by the child's physician. Emergency or rescue medication shall be inaccessible to a child in care;

(b) Kept in the original bottle; and**(c) Properly labeled.****(7) Medication shall not be given to a child if the medication's expiration date has passed.****Findings:**

General: Based on observation during a tour of Room #1, a tube of Calmosetine ointment was found in an unlocked cabinet under the diaper changing table. In addition, the tube of ointment was not labeled for an individual child and was accessible to the children.

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 during a tour of the outdoor play area, there were two plastic climbers with slides that had been placed on grass. Grass is not an acceptable protective surface under equipment used to climb or slide.

Inspection Report	
Equipment	Not In Compliance
815 - Toys/Furniture	Not In Compliance
922 KAR 2:120. Section 11. Toys and Furnishings. (1) All toys and furniture contacted by a child shall be: (a) Kept clean and in good repair; and (b) Free of peeling, flaking, or chalking paint.	
Findings: General: Based on observation, during a tour of Room #8 there was a wooden bench with a cushion covered in red material. There was an area of the cushion where the material had torn leaving the white foam inside exposed and the cushion in disrepair. This does not allow for proper cleaning and sanitation of the cushion.	
Transportation	Not Applicable
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, it was found that a room within the licensed space was being used as a speech therapy room. It was reported that the therapist using that room, is not an employee of the licensed child care center. It was also reported that a few children enrolled in the program receive speech therapy services from the therapist. An interview and review of records found there was no documentation on file verifying permission for the children to receive third-party professional services (therapy) while attending the center. Further discussion found that the children enrolled at the facility, who receive speech services from this individual, are left alone with that person and not under the supervision of qualified staff.	
Written Documentation	Not In Compliance
1150 - Evacuation Plan	Not In Compliance
922 KAR 2:090. Section 5. Evacuation Plan. (1) A licensed child-care center shall have a written evacuation plan in the event of a fire, natural disaster, or other threatening situation that may pose a health or safety hazard for a child in care in accordance with KRS 199.895 and 42 U.S.C. 9858c(c)(2)(U).	
Findings: General: Based on interview and review of documentation, found that the last documented date for the submission of a written evacuation plan to local emergency management was 8/1/18. This regulation requires that that a written evacuation plan be submitted to local emergency management by 12/31 of each year. An interview with the staff person in charge found she was unaware this had to be submitted each year.	
1175 - Earthquake/Tornado/Fire Drills	Not In Compliance
922 KAR 2:090. Section 9. 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; (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, a fire drill was conducted on 8/28/2020. However, the time of day the drill had been conducted was not clearly identified. The words "between 9:00 a.m. and 12:00 p.m. had been written in the space used to document the time. In addition, the names of the children who participated in the drill was not documented.	

Inspection Report	
Posted Documentation	Not In Compliance
1200 - Posting Requirements	Not In Compliance
<p>922 KAR 2:090. Section 8. General.</p> <p>(6) 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:</p> <ul style="list-style-type: none"> (a) The provider's preliminary or regular license; (b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year; (c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year; (d) Information on the Kentucky Consumer Product Safety Program and the program's Website as specified in KRS 199.897; (e) A description of services provided by the child-care center, including: <ul style="list-style-type: none"> 1. Current rates for child care; and 2. Each service charged separately and in addition to the basic rate for child care; (f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and (g) Daily planned program. 	
<p>Findings:</p> <p>General: Based on observation, it was found that information regarding the Kentucky Consumer Product Safety Program and the program's website was not posted. In addition, the statement of deficiency and plan of correction from the renewal survey conducted on 8/27/2019, was not posted. The staff person in charge found this document in a file in the office.</p>	
Animals	In Compliance
Emergency Regulation	Not In Compliance
1255 - Emergency Regulation	Not In Compliance
<p>922 KAR 2:405E. Emergency Regulation.</p> <p>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 2:405E, to prevent the spread of COVID-19.</p>	
<p>Findings:</p> <p>General: Based on review of documentation and interview with the staff person in charge, it was found that four new staff had been hired in August of 2020. A review of staff files found that an application for the results of a Child Abuse and Neglect check (CAN) and criminal records check had not been completed and submitted for each of these new staff. It was also found, through interview, that at various times these staff have been left alone with the children while qualified staff take breaks. The actual date of hire could only be confirmed for one of these staff. The facility re-opened on 8/19/2020.</p>	

Signature of Provider/Representative

Title

Date