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**Inspection Report**

<b>Provider Name:</b> Evergreen Christian Pre-School	<b>Provider Information</b>	<b>CLR No:</b> L358137
<b>Provider Address:</b> 311 1/2 N. Evergreen Road, Louisville, KY, 40243	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 120
<b>Owner(s):</b> Evergreen Christian Pre-school, Llc		<b>Director(s):</b> Hill, Samantha Suzanne

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 246116
<b>Date Initiated:</b> 08/08/2018 9:15 AM	<b>Date Concluded:</b> 08/08/2018 1:30 PM	
	<b>No. of Children Present:</b> 57	

Inspection Report	
Background Checks	Not In Compliance
<b>10 - Submit background check</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:280 - Section 4. Procedures and Payments.</b></p> <p><b>(1) To initiate the process for obtaining background checks on a prospective child care staff member, the child care provider shall:</b></p> <p><b>(a) Request that the prospective child care staff member provide a copy of his or her driver's license or other government-issued photo identification and verify that the photograph clearly matches the prospective child care staff member;</b></p> <p><b>(b) Request that the prospective child care staff member complete and sign the:</b></p> <ol style="list-style-type: none"> <li><b>DCC-500, Applicant Child Care Staff Member Waiver Agreement and Statement; and</b></li> <li><b>DCC-501, Disclosures to Be Provided to and Signed by the Applicant Child Care Staff Member; and</b></li> </ol> <p><b>(c) Log on to the NBCP portal and enter the prospective child care staff member's demographic information for a check of the:</b></p> <ol style="list-style-type: none"> <li><b>Child abuse and neglect central registry pursuant to 922 KAR 1:470;</b></li> <li><b>National Crime Information Center's National Sex Offender Registry in accordance with 34 U.S.C. 20921; and</b></li> <li><b>Sex Offender Registry established in accordance with KRS 17.500 through 17.580.</b></li> </ol>	
<p><b>Findings:</b></p> <p>General: Based on review of documentation and interview, the child care center failed to assure compliance with background checks. Upon request, the child care director did not provide verification that the staff members with the hire dates of 06/25/2018, 07/07/2018, 07/17/2018 and 07/18/2018 had completed the background checks required in accordance with this administrative regulation and found to have no disqualifying offense prior to becoming a child care staff member. The above-mentioned staff members were not observed working alone.</p>	

**20 - Out of state background checks**

**Not In Compliance**

**922 KAR 2:280. Section 5. Checks of Other States.**  
**(1) In accordance with 45 C.F.R. 98.43(b)(3), a prospective child care staff member who resides in or has resided in another state within the last five (5) years shall:**  
**(a) Request from each state of current or prior residency, in accordance with the state's laws, policies, and procedures, with a courtesy notice to the cabinet:**  
 1. **An in-state criminal records check by:**  
     a. **Means of fingerprints for the state of residence; or**  
     b. **Any means accepted by a state of prior residency;**  
 2. **A check of the state's sex offender registry or repository; and**  
 3. **A check of the state-based child abuse and neglect registry and database; and**  
**(b) Direct results of the checks required in paragraph (a) of this subsection to the Department for Community Based Services, Division of Child Care, 275 East Main Street, 3C-F, Frankfort, Kentucky 40601.**

**Findings:**

General: Based on review of documentation, interview, and observation, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the out of state background check had been completed for the employee with the hire date of 03/06/2017. The document reviewed revealed the employee had resided in the state of Indiana within the last five (5) years. The employee was observed working alone with eight (8) children from 09:15 a.m. to 01:30 p.m.

<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>In Compliance</b>
<b>Employee Records</b>	<b>Not In Compliance</b>

**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, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the records of the employees with the hire dates of 07/17/2018, 07/18/2018, and 01/06/2018 contained a copy of a High school diploma; or a GED or qualifying documentation from a comparable educational entity; or Commonwealth Child Care Credential.

**395 - TB Verification**

**Not In Compliance**

**922 KAR 2:090. Section 11. 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 and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the records for the employees with the hire dates of 07/17/2018 and 07/18/2018 contained a current copy of a statement from a health professional that the individual is free of active tuberculosis; or a copy of negative tuberculin results.

**Inspection Report**

**Programming**

**Not In Compliance**

**420 - Program of Activities Followed**

**Not In Compliance**

**922 KAR 2:120. Section 2. Child Care Services.**

**(4) The child-care center shall provide a daily planned program:**

- (a) Posted in writing in a conspicuous location with each age group and followed;**
- (b) Of activities that are individualized and developmentally appropriate for each child served;**
- (c) That provides experience to promote the individual child's physical, emotional, social, and intellectual growth and well-being; and**
- (d) Unless the child-care center is a before- or after-school program that operates part day or less, that offers a variety of creative activities including:**

- 1. Art or music;**
- 2. Math or numbers;**
- 3. Dramatic play;**
- 4. Stories and books;**
- 5. Science or nature;**
- 6. Block building or stacking;**
- 7. Tactile or sensory activity;**
- 8. Multi-cultural exposure;**
- 9. Indoor or outdoor play in which a child makes use of both small and large muscles;**
- 10. A balance of active and quiet play, including group and individual activity;**
- 11. An opportunity for a child to:**
  - a. Have some free choice of activities;**
  - b. If desired, play apart from the group at times;**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to comply with regulatory programming requirements. Upon request, the center director did not present for review verification that the daily activity of programming was posted in writing had been updated to reflect the current week that included the activities that are individualized and developmentally appropriate for each child in the "Monkey II" and infant classrooms.

**Premises**

**Not In Compliance**

**540 - Premises Requirements**

**Not In Compliance**

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

**(1) The premises shall be:**

- (a) Suitable for the purpose intended;**
- (b) Kept clean and in good repair;**

**Findings:**

General: Based on observation, the child care center failed to maintain premises in accordance with regulatory requirements. The walls in the one-year old classroom contained a buildup of grime and dirt stains, along with paint that was chipped on the baseboards. The area rug located in the room was soiled with black stains.

**Hygienic Practices**

**Not In Compliance**

**685 - Diaper Changing Area/Surface**

**Not In Compliance**

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

**(10) When a child is diapered, the child shall:**

- (b) Be placed on a surface that is:**
  - 1. Clean;**
  - 2. Padded;**
  - 3. Free of holes, rips, tears, or other damage;**
  - 4. Nonabsorbent;**
  - 5. Easily cleaned; and**
  - 6. Free of any items not used for diaper changing.**

**Findings:**

General: Based on observation, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. The changing pad located in the one-year-old room revealed the underneath surface to contain hair strands, discarded crumbs and debris. Therefore, the changing table surface was not maintained in a hygienic manner.

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**In Compliance**

**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, the child care center failed to maintain equipment in accordance with regulatory requirements. Observation of the blue water table located in the Pre-K classroom revealed there was a buildup of dust and debris in the bottom of the equipment, which contained standing water.

**Inspection Report**

**Transportation**

**Not In Compliance**

**855 - Transportation Notification/Plan for Ensuring Staff Duties**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**

- (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:**  
**(c) Plan for ensuring staff perform duties relating to transportation properly;**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to comply with regulatory requirements regarding transportation. Upon request, the child care director did not present verification that the center had maintained a policy for ensuring the staff duties relating to transportation.

**865 - Transportation Notification/Policy & Procedures Regarding Emergency Plan for Evacuation**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**

- (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:**  
**(e) Agency policy and procedures relating to an emergency plan for evacuating the vehicle;**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to comply with regulatory requirements regarding transportation. Upon request, the child care director did not present verification that the child care center maintained policies and procedures relating to an emergency plan for evacuating the vehicle.

**875 - Transportation Notification/Safety Procedures - Transporting, Loading/Unloading and Supervision**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**

- (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:**  
**(g) Safety procedures for:**  
**1. Transporting a child;**  
**2. Loading and unloading a child; and**  
**3. Providing adequate supervision of a child.**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to comply with regulatory requirements regarding transportation. Upon request, the child care director did not present verification that the child care center maintained safety procedures for transporting a child, loading and unloading a child; and providing adequate supervision of a child.

**Food Service/Food Program**

**Not In Compliance**

**990 - Snack Requirements**

**Not In Compliance**

**922 KAR 2:120. Section 9. Food and Meal Requirements.**

- (18) A snack shall include two (2) of the following:**  
**(a) Milk;**  
**(b) Protein;**  
**(c) Bread; or**  
**(d) 1. Fruit;**  
**2. Vegetable; or**  
**3. 100 percent juice.**

**Findings:**

General: Based on observation, the child care center failed to maintain food service in accordance with regulatory requirements. The snack served consisted of a cereal "Apple Zings" and juice. Review of the ingredients revealed the cereal did not contain whole or enriched grain. No additional components was offered or served.

**Food Service**

**Not In Compliance**

**1010 - Kitchen Requirements**

**Not In Compliance**

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

- (1) The kitchen shall:**  
**(a) Be clean;**  
**(b) Be equipped for proper food:**  
**1. Preservation;**  
**2. Storage;**  
**3. Preparation; and**  
**4. Service;**  
**(c) Be adequately ventilated to the outside air; and**  
**(d) Except in a Type II child-care center when a meal is not being prepared, not be used for the activity of a child.**

**Findings:**

General: Based on observation, the child care center failed to maintain food service in accordance with regulatory requirements. Observation of the kitchen revealed there was no ventilation to outside air.

**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 review of documentation and interview, the child care center failed to maintain children's records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the records for the children with the enrollment dates of 05/25/2018, 12/02/2013 and 08/08/2016 contained a current immunization record.

**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 review of documentation and interview, the child care center failed to maintain children's records in accordance with regulatory requirements. Upon request, the child care director did not present verification that the records for the children with the enrollment dates of 08/08/2016, 01/26/2017 and 02/12/2013 contained information listing a name of a preferred hospital. Continued review revealed the record for the child with the enrollment date of 05/25/2018 did not contain a listing for their physician.

**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 review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, the child care director did not present verification that the 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 had been submitted to the local emergency management team within the last year. The record presented was dated 2016.

**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 and interview, the family center failed to maintain written documentation in accordance with regulatory requirements. Upon request, the child care director did not present verification that the monthly fire drills had been conducted from 09/2017 to 07/2018. Continued review revealed there had been no disaster drills conducted between 07/27/2017 to 03/01/2018.

**Inspection Report**

**Posted Documentation**

**Not In Compliance**

**1200 - Posting Requirements**

**Not In Compliance**

**922 KAR 2:090. Section 8. General.**

**(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:**

- (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:**
  - 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.**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to post documentation in accordance with regulatory requirements. Upon request, the child care director did not provide verification that information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897 was posted in a conspicuous place and was made available for public inspection.

**Animals**

**In Compliance**

Signature of Provider/Representative

Title

Date