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Inspection Report

Provider Name: Little Eagles Preschool	Provider Information	CLR No: L358321
Provider Address: 6040 Frankfort Road, Shelbyville, KY, 40065	Provider Type: LICENSED TYPE I	Capacity: 49
Owner(s): Little Eagles Preschool, Llc		Director(s): Stiles, Aundrea Dione

Inspection Type: Investigation	Inspection Information	Inspection No: 218215
Date Initiated: 12/28/2016 5:30 PM	Date Concluded: 01/23/2017 2:15 PM	
	No. of Children Present: 4	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
Director Requirements	Not In Compliance

240 - Director Qualifications

Not In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.
(1) Effective with the adoption of this administrative regulation, a director shall:
(a) Be twenty-one (21) years of age;
(b) Have a high school diploma, a general equivalency diploma (GED), or qualifying documentation from a comparable educational entity;
(c) Not be employed in a position other than an on-site child care director, or director of multiple facilities, during the hours the child-care center is in operation;

Findings:

General: Based on Interview, the child care center director failed to assure compliance with regulatory requirements. Interview with multiple sources revealed the director to be employed in a position outside the child care center during the hours of operation. Interview with the director revealed she had worked in another position during the hours of operation the child care center.

275 - Caregiver Alone

Not In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.
(1) Effective with the adoption of this administrative regulation, 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 Section 3(1)(e)6 of this administrative regulation;

Findings:

General: Based on Interview, and review of documentation, the child care center director failed to assure compliance with regulatory requirements. Interview with a staff member with the hire date 12/15/16 revealed she was the sole care giver for five (5) infants and toddlers in the infant room from 2:00 pm to 5:00 pm. Review of the presented staff file for the staff member with the hire date 12/15/16 revealed the file did not contain a criminal record check. Continued review of the staff file for the staff member with the hire date 12/15/16 revealed the file did not contain a child abuse and neglect check at the time of the survey. Interview with the staff in charge revealed she could not locate the criminal record check and child abuse and neglect check for the staff member with the hire date 12/15/16 at the time of the survey.

300 - Background checks/left alone

Not In Compliance

922 KAR 2:090. Section 6. License Issuance.

(5) An individual described in subsection (4) of this section shall:

(a) Submit to background checks described in paragraph (b) of this subsection;

(b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:

- 1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;**
- 2. Criminal records check required by KRS 199.896(19);**
- 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**
- 4. An address check of the Sex Offender Registry; and**

(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.

Findings:

General: Based on Interview, and review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. Interview with a staff member with the hire date 12/15/16 revealed she was the sole care giver for five (5) infants and toddlers in the infant room from 2:00 pm to 5:00 pm. Review of the presented staff file for the staff member with the hire date 12/15/16 revealed the file did not contain a criminal record check. Continued review of the staff file for the staff member with the hire date 12/15/16 revealed the file did not contain a child abuse and neglect check at the time of the survey. Interview with the staff in charge revealed she could not locate the criminal record check and child abuse and neglect check for the staff member with the hire date 12/15/16 at the time of the survey.

310 - Personnel File

Not In Compliance

922 KAR 2:110. Section 3. 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. Written record of training participation to include:**
 - a. The training source;**
 - b. Location;**
 - c. Date; and**
 - d. Number of clock hours completed;**
- 5. Every two (2) years, a:**
 - a. Statement from a health professional that the individual is free of active tuberculosis; or**
 - b. Copy of negative tuberculin results; and**
- 6. For a director, employee, volunteer, or any person with supervisory or disciplinary control over, or having unsupervised contact with, a child in care, the results of a:**
 - a. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;**
 - b. Criminal records check required by KRS 199.896(19);**
 - c. Criminal records check from any previous state of residence completed once if:**
 - (i) The individual resided outside the state of Kentucky in the last five (5) years; and**
 - (ii) No criminal records check has been completed for the individual's previous state of residence; and**
 - d. An address check of the Sex Offender Registry;**

Findings:

General: Based on Interview, and review of documentation, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request from the surveyor for the files for current staff members, interview with the staff in charge revealed she was unable to locate staff files for staff members not present and also herself. Therefore, review of documentation revealed all current staff files were not maintained and presented for review upon request.

325 - CPR/First Aid Coverage

Not In Compliance

922 KAR 2:110. Section 5. Staff Requirements.

(3) For a child-care center licensed for infant, toddler, or preschool-age children, at least one (1) person on duty and present with the children shall be currently certified by a cabinet-approved training agency in the following skills:

- (a) Infant and child cardiopulmonary resuscitation; and**
- (b) Infant and child first aid.**

(4) For a child-care center licensed for school-age children, at least one (1) person on duty and present with the children shall be currently certified by a cabinet-approved training agency in the following skills:

- (a) Adult cardiopulmonary resuscitation; and**
- (b) First aid.**

Findings:

General: Based on Observation, review of documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Observation of the child care center on 12/28/16 revealed two (2) staff members with the hire dates 5/4/15 and 12/15/16 to be present and on duty at the time of the survey. Review of time cards revealed hours worked by staff members for the day of 12/28/16. Interview with the staff in charge revealed she was not able to locate CPR / First Aid certification that was by a cabinet-approved agency for the staff members with the hire dates 5/4/15 and 12/15/16. Review of CPR / First Aid certification cards submitted to DRCC on 1/23/17 revealed on 12/28/16 from 10:01 am until 6:00 pm there was no one on present and on duty that was certified by a cabinet-approved agency in CPR. Continued review of CPR/First Aid certification cards revealed on 12/28/16 from 6:00 am until 8:55 am and then again from 12:30 pm to 6:00 pm there was no one present and on duty that was certified by a cabinet-approved agency in First Aid.

Inspection Report

Written Documentation

Not In Compliance

1100 - Staff Schedule

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(d) A written schedule of staff working hours;

Findings:

General: Based on Review of Documentation, and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of documentation revealed the child care center did not present a staff schedule for review at the time of the survey. Interview with the staff in charge revealed the child care center did not have a staff schedule at the time of the survey.

Signature of Provider/Representative

Title

Date