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Inspection Report

Provider Name: Silverlake Academy	Provider Information	CLR No: L358504
Provider Address: 301 Kenton Lands Road, Erlanger, KY, 41018	Provider Type: LICENSED TYPE I	Capacity: 243
Owner(s): Kenton Lands, Llc		Director(s): Caudill, Lisa

Inspection Type: Renewal Application	Inspection Information	Inspection No: 320586
Date Initiated: 03/23/2022 10:12 AM	Date Concluded: 03/23/2022 1:51 PM	
	No. of Children Present: 49	

Inspection Report	
Background Checks	Not In Compliance
10 - Submit background check	Not In Compliance
<p>922 KAR 2:280 - Section 4. Procedures and Payments.</p> <p>(1) To initiate the process for obtaining background checks on a prospective child care staff member, the child care provider shall:</p> <p>(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;</p> <p>(b) Request that the prospective child care staff member complete and sign the:</p> <ol style="list-style-type: none"> DCC-500, Applicant Child Care Staff Member Waiver Agreement and Statement; and DCC-501, Disclosures to Be Provided to and Signed by the Applicant Child Care Staff Member; and <p>(c) Log on to the NBCP portal and enter the prospective child care staff member's demographic information for a check of the:</p> <ol style="list-style-type: none"> Child abuse and neglect central registry pursuant to 922 KAR 1:470; National Crime Information Center's National Sex Offender Registry in accordance with 34 U.S.C. 20921; and Sex Offender Registry established in accordance with KRS 17.500 through 17.580. 	
Findings:	
General: Based on observation and review of documentation, the following was found:	
<ol style="list-style-type: none"> There was no evidence to support that a KARES background check had been initiated for a bus driver with an unknown date of hire. The staff person in charge stated that this individual is always paired with an eligible staff member as a monitor. Staff member with a hire date documented as "6/21" did not have a KARES background check completed by the facility until 3/23/2022. The staff member had a Child Abuse and Neglect form filled out in their personnel file; however, there was no evidence that the check had been submitted. The staff person was previously deemed eligible via the KARES background check system by another facility on 4/24/18. The staff member was released from that facility on 7/1/21. This staff member was not present during the inspection process. Staff member hired 5/17/2019, did not have evidence a Sex Offender Registry Check or Child Abuse and Neglect check completed until 2/16/2022. This staff member initiated the KARES background check process, but has yet to get their fingerprint taken in order to complete the process. Staff member with an unknown date of hire, did not have evidence of initiating the KARES background check process. The staff person in charge stated that they believed that this individual had started in August of 2021. This staff person was observed working with an eligible staff member in the Kids Quest Gross motor area. Staff member hired 12/1/2021, did not have a Sex Offender Registry Check nor Child Abuse and Neglect check conducted until 12/15/2021. This staff member completed a KARES background check on 3/17/2022, and was deemed eligible on 3/18/2022. A staff member observed working with the children on the date of the visit did not have a personnel file at the facility. The surveyor searched this individual's name in the KARES background check portal and did not find evidence that this staff member had initiated or completed a background check. This staff member was paired with a staff member hired 6/1/2021, neither staff member had a completed background check. 	
Supervision	In Compliance
Staffing Requirements	In Compliance

Inspection Report

General Administration

In Compliance

Director Requirements

Not In Compliance

370 - Caregiver Alone

Not In Compliance

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.

(1) A director shall:

(m) 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:

Based on observation and review of documentation, a staff member observed working with the children on the date of the visit did not have a personnel file at the facility. The surveyor searched this individual's name on the KARES background check portal and did not find evidence that this staff member had initiated or completed a background check. This staff member was paired with a staff member hired 6/1/2021, neither staff member had a completed background check. These staff members were working alone with children in the outdoor gross motor area; the children ranged in age from four-to-five-years-old.

Employee Records

Not In Compliance

395 - 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 observation and review of documentation, the following was found:

- 1.) A staff member observed working with the children on the date of the visit did not have a personnel file; the surveyor was not presented with the required documentation: tuberculin skin result, educational qualifications, background check, date of hire.
- 2.) A staff member identified as a bus driver and a teaching staff member did not have a documented date of hire.
- 3.) A staff member had only "6/21" documented as their date of hire in their personnel file.

400 - 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, the following was found:

- 1.) A staff member with a documented date of hire as "6/21" did not have proof of educational qualifications in their personnel file.
- 2.) A staff member hired 5/17/2019, did not have proof of educational qualifications in their personnel file.
- 3.) A staff member with an unknown date of hire, did not have proof of educational qualifications in their personnel file.
- 4.) A staff member hired 10/25/2018, had a high school transcript in their personnel file, the transcript did not list a date of graduation. The staff person in charge stated that this individual is currently enrolled in college.

405 - 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, the following was found:

- 1.) A staff member hired 9/26/2016, had a tuberculin skin result dated 3/16/2020, this result exceeds two years and is no longer current.
- 2.) A staff member with a documented date of hire of "6/21" had a negative tuberculin skin result that exceeded two years and is no longer current as of 10/25/2021.
- 3.) A staff member hired 8/26/2016, had a negative tuberculin skin result that was dated 11/15/2019; this record exceeded two years and is no longer valid.
- 4.) A staff member hired 12/1/2021, did not have documentation of a negative tuberculin skin result, nor a physician's statement clearing this individual of active tuberculosis in their personnel file.
- 5.) A staff member hired 8/16/2017, had a negative tuberculin skin result dated 2/4/2020; this result exceeds two years and is no longer valid.
- 6.) A staff member hired 10/25/2018, had a negative tuberculin skin result dated for 2/22/2018; this skin result exceeds two years and is no longer valid.

435 - Training

Not In Compliance

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 completed within the first three (3) months of employment in a child-care program;**
- (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment in a child care program, 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 completed between July 1 and the following June 30 of each subsequent year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.**

(17) A staff person's compliance with training requirements of this section shall be verified through the cabinet-designated database maintained pursuant to 922 KAR 2:240.

Findings:

General: Based on review of documentation, the following was found:

- 1.) A staff member hired 5/17/19, did not complete the required Orientation. This staff member has been employed for more than three months.
- 2.) A staff member hired on 5/17/19, did not complete the required PAHT training. This staff member has been employed for more than one year.
- 3.) A staff member hired 2/20/2020, did not complete the required Orientation. This staff member has been employed for more than three months.
- 4.) Staff members hired 5/9/2009, 5/15/2007, 2/20/2020, 5/17/2019, and 11/11/16, did not complete fifteen hours of cabinet-approved early care and education training for the July 1, 2020–June 30, 2021, year of employment.

A review of ECE-TRIS supports these findings.

450 - Driver Requirements

Not In Compliance

922 KAR 2:120. Section 14. Transportation.

(18) A driver of a vehicle transporting a child for a center shall:

- (a) Be at least twenty-one (21) years old;**
- (b) Complete:**
 - 1. The background checks as described in 922 KAR 2:280; and**
 - 2. An annual check of the:**
 - a. Kentucky driver history records in accordance with KRS 186.018; or**
 - b. Driver history records through the state transportation agency that issued the driver's license;**
- (c) Hold a current driver's license which has not been suspended or revoked during the last five (5) years; and**
- (d) Not caused an accident that resulted in the death of a person.**

Findings:

General: Based on review of documentation, a driver history check was not completed on a bus driver with an unknown date of hire.

Programming

In Compliance

Inspection Report

Premises

Not In Compliance

565 - Inaccessible Items

Not In Compliance

922 KAR 2:120. Section 3. General Requirements.

- (7) The following shall be inaccessible to a child in care:**
 - (a) Toxic cleaning supplies, poisons, and insecticides;**
 - (b) Matches, cigarettes, lighters, and flammable liquids; and**
 - (c) Personal belongings and medications of staff.**

Findings:

General: Based on review of documentation, several cleaning chemicals were found in an unlocked sink within the Art/STEM classroom; these items were accessible to the children in care and had instruction labels that warned, "Keep out of reach of children".

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not In Compliance

890 - Requirements for Transportation Services

Not In Compliance

922 KAR 2:120. Section 14. Transportation.

- (2) A center providing or arranging transportation service shall:**
 - (a) Be licensed and approved by the cabinet or its designee prior to transporting a child;**
 - (b) Have a written plan that details the type of transportation, staff schedule, transportation schedule, and transportation route; and**
 - (c) Have written policies and procedures, including emergency procedures practiced monthly by staff who transports children.**

Findings:

General: Based on review of documentation, there was no documentation to indicate that emergency drills had been practiced on the facility bus; the driver of the bus stated that he has not practiced any emergency drills.

1005 - Children's Transportation Records

Not In Compliance

922 KAR 2:120. Section 14. Transportation.

- (17) Transportation services provided shall:**
 - (a) Be recorded in writing and include:**
 - 1. The first and last name of the child transported; and**
 - 2. The time each child gets on and the time each child gets off;**
 - (b) Be completed by a staff member other than the driver; and**
 - (c) Be kept for five (5) years.**

Findings:

General: Based on review of documentation, the sign in and out sheet for the facility vehicles did not list the times that the children boarded and exited the vehicles.

Kitchen Requirements

In Compliance

Food Service

In Compliance

Meal Planning/Center Provides Meals

In Compliance

Meal Planning/Center Does Not Provide Meals

In Compliance

Children's Records

In Compliance

Written Documentation

Not In Compliance

1260 - 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, there was no evidence to document that the emergency preparedness plan had been submitted for review by local emergency management authority.

Posted Documentation

In Compliance

Animals

In Compliance

Signature of Provider/Representative

Title

Date