



Andy Beshear
GOVERNOR

CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL

Eric Friedlander
SECRETARY

Melissa A. Moore, Director
Division of Regulated Child Care
Eastern Branch
455 Park Place, Suite 120A
Lexington, KY 40511
Phone: (859) 246-2301 Fax: (859) 246-2307
<https://chfs.ky.gov/agencies/os/oig>

Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Weekday Community Preschool	Provider Information	CLR No: L358746
Provider Address: 416 West Main St, Frankfort, KY, 40601	Provider Type: LICENSED TYPE I	Capacity: 49
Owner(s): Board Of Trustees Of First Presbyterian Church Of Frankfort, Kentucky		Director(s): Good, Lori J

Inspection Type: Renewal Application	Inspection Information	Inspection No: 321025
Date Initiated: 09/07/2022 11:15 AM	Date Concluded: 09/07/2022 2:20 PM	
	No. of Children Present: 21	

Inspection Report	
Background Checks	Not In Compliance
5 - Background check/left alone/dismissed/relocated	Not In Compliance
922 KAR 2:280. Section 3. Implementation and Enforcement. (1) A child care staff member shall complete the background checks required in accordance with this administrative regulation and be found to have no disqualifying offense prior to becoming a child care staff member. (2) A current or prospective child care staff member shall be subject to background checks in accordance with Sections 4 and 5 of this administrative regulation at intervals pursuant to 45 C.F.R. 98.43(d).	
Findings: General: Based on review of documentation, one staff who is still enrolled in high school, did not have documentation of a Child Abuse/Neglect (CAN) check on file at the facility. The staff was present the day of inspection.	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance
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 review of documentation, one staff who is a co-op student and still in high school, did not have a staff file at the facility the day of inspection. Therefore, no identifying information such as name, address, date of birth, and hire date could be determined.	

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, five staff did not have proof of education on file at the facility. These staff members were hired on 3/16/22, 8/1/22, 8/29/22, and 8/19/21. The fifth staff did not have a staff file at the facility; therefore, the hire date could not be determined.

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.) One staff hired on 8/13/20, had not obtained negative TB results within the last two years. The document on file expired on 8/20/22.
- 2.) One staff hired on 3/16/22, did not have negative TB documentation on file.
- 3) One staff did not have negative TB documentation on file. This staff member did not have a staff file; therefore, the hire date could not be determined.

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.) Four staff did not complete the required 15 annual training hours for the 07/01/21 to 06/30/22 year. Hire dates for the staff are 9/15/15, 8/7/13, 9/3/08, and 8/13/20.
- 2.) One staff hired on 8/19/21, completed PAHT training on 8/16/17; however, did not renew the training due 8/16/22.

Programming

In Compliance

Premises

Not In Compliance

605 - Building Requirements

Not In Compliance

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

(5) The building shall be constructed to ensure the:

(a) Building is:

- 1. Dry;**
- 2. Ventilated; and**
- 3. Well lit, including clean light fixtures that are:**
 - a. In good repair in all areas; and**
 - b. Shielded or have shatter-proof bulbs installed; and**

(b) Following are protected:

- 1. Windows;**
- 2. Doors;**
- 3. Stoves;**
- 4. Heaters;**
- 5. Furnaces;**
- 6. Pipes; and**
- 7. Stairs.**

Findings:

General: Based on observation, the boys bathroom downstairs did not have a cover over the lightbulbs. It could not be determined if the bulbs were shatterproof.

Inspection Report

625 - Floors, Walls, Ceilings

Not In Compliance

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

(9) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned.

Findings:

General: Based on observation, the following was found:

- 1.) The boys bathroom downstairs contained a stained ceiling tile.
- 2.) In the Nursery, one of the walls contained excessive tape residue.

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

In Compliance

Kitchen Requirements

Not In Compliance

1040 - Refrigerator

Not In Compliance

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

(4) A cold-storage facility used for storage of perishable food in a nonfrozen state shall:

- (a) Have an indicating thermometer or other appropriate temperature measuring device;**
- (b) Be in a safe environment for preservation; and**
- (c) Be forty (40) degrees Fahrenheit or below.**

Findings:

General: Based on observation, the refrigerator downstairs used to store the children's food was reading 44 degrees Fahrenheit on the thermometer. The refrigerator temperature should not be over 40 degrees Fahrenheit.

Food Service

In Compliance

Meal Planning/Center Provides Meals

In Compliance

Meal Planning/Center Does Not Provide Meals

In Compliance

Children's Records

Not In Compliance

1245 - 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, one child enrolled on 6/6/22, did not have an up to date immunization certification on file at the facility. The certificate on file expired on 8/26/22.

1250 - 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, four of the ten children's files did not have authorization to seek medical care in an emergency.

Inspection Report	
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 that the facility's emergency preparedness plan had been updated and submitted to the proper authority for review since 2020.	
1280 - Professional Development	Not In Compliance
922 KAR 2:090. Section 9. Records. (1) A child-care center shall maintain: (f) A written annual plan for child-care staff professional development;	
Findings: General: Based on review of documentation, one staff hired on 8/19/21, did not have documentation of a professional development plan on file at the facility.	
1300 - Orientation Procedure	Not In Compliance
922 KAR 2:120. Section 2. Child Care Services. (3)(b) The program shall include: 2. Written policy that states that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member.	
Findings: General: Based on review of documentation, there was no evidence of an orientation procedure for staff on file at the facility.	
Posted Documentation	
Not In Compliance	Not In Compliance
1310 - 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 Web site 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 observation, the statement of deficiency and plan of correction from the previous re-licensure survey was not posted at the facility.	
1320 - Disaster Course of Action	Not In Compliance
922 KAR 2:090. Section 9. Records. (1) A child-care center shall maintain: (j) A written plan and diagram outlining the course of action in the event of a natural or manmade disaster, posted in a prominent place;	
Findings: General: Based on observation, a written plan and diagram for disaster was not posted in a prominent place within the facility.	
1330 - Diapering/Handwashing	Not In Compliance
922 KAR 2:120. Section 12. Toilet, Diapering, and Toiletry Requirements. (9) The proper methods of diapering and hand-washing shall be posted at each diaper changing area.	
Findings: General: Based on observation, the following was found: 1.) The boys bathroom in the hall and the bathroom in the nursery room, did not have the handwashing procedures posted at the sinks. 2.) The boys bathroom downstairs did not have the diapering steps posted at or near the changing table.	
Animals	
In Compliance	

Signature of Provider/Representative

Title

Date