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Inspection Report

Provider Name: Cassidy Elementary	Provider Information	CLR No: L358941
Provider Address: 1125 Tates Creek Road, Lexington, KY, 40502	Provider Type: LICENSED TYPE I	Capacity: 100
Owner(s): Fayette County Board Of Education		Director(s): Mahan, David B

Inspection Type: Renewal Application	Inspection Information	Inspection No: 218495
Date Initiated: 01/27/2017 3:00 PM	Date Concluded: 01/27/2017 4:30 PM	
	No. of Children Present: 65	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
190 - Abuse/Neglect Report Procedure	Not In Compliance
922 KAR 2:120. Section 2. Child Care Services. (3)(b) The program shall include: 1. A procedure to inform child care staff of the laws of the Commonwealth pertaining to child abuse or neglect set forth in KRS 620.030;	
Findings:	
General: Based on Review of Documentation, it was found that the facility's policy/procedure regarding the reporting of suspected abuse or neglect included the requirement for employees to first inform the director before filing a complaint with the Department for Community Based Services.	
Director Requirements	Not In Compliance
260 - Staff Evaluation	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: (j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;	
Findings:	
General: Based on Review of Documentation, it was found that the file for an employee hired on 5-12-09 did not contain evidence of an annual evaluation being completed.	

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 Review of Documentation, it was found that the dates of hire were not documented in the employees' personnel files. The director had to look up or recall the dates the newer employees were hired.

315 - Educational Requirements

Not In Compliance

922 KAR 2:110. Section 5. 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, it was found that the file for an employee hired on 8-22-16 did not contain evidence of a high school diploma, GED or Commonwealth Childcare Credential.

320 - TB Verification

Not In Compliance

922 KAR 2:110. Section 5. 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, it was found that the file for an employee hired on 12-12-16 did not contain evidence of a TB skin test or screening being completed. The files for employees hired on 5-12-02, 7-18-01 and 5-12-09 contained the results of TB skin tests or screenings that were completed on 3-8-14, 1-21-15 and 9-26-14 respectively. These dates are not within the two (2) year timeframe as required.

340 - Training

Not In Compliance

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

- (14) 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 within the first three (3) months of employment;**
 - (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment, including one and one-half (1 ½) hours of pediatric abusive head trauma training; and**
 - (c) Fifteen (15) hours of cabinet-approved early care and education training during each subsequent year of employment, including one and one-half (1 ½) hours of pediatric abusive head trauma training completed once every five (5) years.**

Findings:

General: Based on Review of Documentation, it was found that the file and ECE-TRIS record for an employee hired on 5-12-09 contained evidence of only fourteen (14) hours of annual training being completed during the last completed training year.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

In Compliance

Inspection Report

First Aid/Medication

Not In Compliance

655 - First Aid Supplies

Not In Compliance

922 KAR 2:120. Section 7. First Aid and Medicine.

- (1) First aid supplies shall:**
 - (a) Be available to provide prompt and proper first aid treatment;**
 - (b) Be stored out of reach of a child;**
 - (c) Be periodically inventoried to ensure the supplies are current;**
 - (d) If reusable, be:**
 - 1. Sanitized; and**
 - 2. Maintained in a sanitary manner; and**
 - (e) Include:**
 - 1. Liquid soap;**
 - 2. Adhesive bandages;**
 - 3. Sterile gauze;**
 - 4. Medical tape;**
 - 5. Scissors;**
 - 6. A thermometer;**
 - 7. Flashlight;**
 - 8. Cold pack;**
 - 9. First aid book;**
 - 10. Disposable gloves; and**
 - 11. A cardiopulmonary resuscitation mouthpiece protector.**

Findings:

General: Based on Observation, it was found that the first aid kit was being stored on an open cart in the cafeteria. This area is where all of the children gather at the beginning of the program.

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

Food Service

In Compliance

Children's Records

Not In Compliance

1070 - Immunization

Not In Compliance

922 KAR 2:110. Section 3. 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, it was found that one (1) child's file out of ten (10) files reviewed did not contain a current immunization certificate.

1075 - Enrollment Information

Not In Compliance

922 KAR 2:110. Section 3. 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 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 situation 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, it was found that one (1) child's file out of ten (10) files reviewed did not contain a physician's telephone number. Two (2) children's files out of ten (10) files reviewed did not contain information regarding the parent's preferred hospital.

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 Interview, it was found that the facility did not have a written schedule of staff working hours.

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date