



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

Adam Mather
INSPECTOR GENERAL

Phone: (859) 246-2301 Fax: (859) 246-2307
<https://chfs.ky.gov/agencies/os/oig>

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: 152
Owner(s): Fayette County Board Of Education		Director(s): Sims, Christin Barbar

Inspection Type: Renewal Application	Inspection Information	Inspection No: 278217
Date Initiated: 02/26/2019 3:00 PM	Date Concluded: 02/26/2019 5:30 PM	
	No. of Children Present: 51	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
275 - Abuse/Neglect Report Procedure	Not In Compliance
<p>922 KAR 2:120. Section 2. Child Care Services. (3)(b) The program shall include: 1. A procedure to ensure compliance with and inform child care staff of the laws of the Commonwealth pertaining to child abuse or neglect set forth in KRS 620.030;</p> <p>Findings: General: Based on observation and review of documentation, the after-school program's child abuse and neglect policy stated that the staff members must report any suspected child abuse to the director immediately. This policy contradicts KRS 620.030 that states that the staff must report suspected child abuse and/or neglect to a local law enforcement agency or the Department of Kentucky State Police; the cabinet or its designated representative; the Commonwealth's attorney or the county attorney.</p>	
Director Requirements	Not In Compliance
320 - Operation instruction/Regulation copy	Not In Compliance
<p>922 KAR 2:090. Section 8. General. (2) Child-care center staff shall be: (a) Instructed by the child-care center's director regarding requirements for operation; and (b) Provided with a copy of this administrative regulation, 922 KAR 2:120, and 922 KAR 2:280.</p> <p>Findings: General: Based on review of documentation, the facility did not have a current copy of the regulations on file for the staff to review.</p>	
340 - Staff Meeting	Not In Compliance
<p>922 KAR 2:090. Section 10. Director Requirements and Responsibilities. (1) A director shall: (i) Conduct, manage, and document in writing recurring staff meetings;</p> <p>Findings: General: Based on review of documentation, there was no written evidence of staff meetings on site.</p>	

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 a review of documentation, five (5) staff files did not contain proof of education. These staff were hired on 8/15/18, 10/02/18, 1/28/19, and two (2) hired on 10/01/18.

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 a review of documentation, three (3) staff members completed their TB skin tests late (not prior to employment). The following items were found:

1. A staff hired on 8/15/18 completed their TB skin test on 10/07/18.
2. A staff hired on 10/01/18 completed their TB skin test on 10/21/18.
3. A staff hired on 10/01/18 completed their TB skin test on 10/06/18.

400 - CPR/First Aid Coverage

Not In Compliance

922 KAR 2:090. Section 11. 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 a review of documentation, no one was present with current CPR and first aid training during the hours of operation, which were from 3:30 PM until 6:00 PM Monday through Friday. The staff in charge had an on-line CPR certificate on file and no written proof of first aid. On-line trainings for CPR and first aid are not approved. No other staff members had current CPR and first aid documentation on file.

410 - 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 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 cabinet-approved 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 cabinet-approved pediatric abusive head trauma training completed once every five (5) years.**

Findings:

General: Based on a review of documentation, seven (7) staff members did not complete the fifteen (15) hours of cabinet-approved early care and education training within their completed training year. The following items were found:

1. A staff hired on 12/05/16 completed 5 hours of training.
2. A staff hired on 8/16/14 completed 14 hours of training.
3. A staff hired on 8/10/15 did not complete any training hours.
4. A substitute staff member hired on 1/16/17 did not complete any training hours.
5. A staff hired on 8/22/17 completed 7.50 hours of training.
6. A staff hired on 1/24/18 completed 8.50 hours of training.
7. A staff hired on 8/22/17 completed 7.50 hours of training.

The ECE-TRIS system and the staff files were both reviewed.

Inspection Report

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

In Compliance

First Aid/Medication

Not In Compliance

715 - 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 have not expired;**
- (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, the facility's first aid supplies did not include a CPR mouthpiece protector.

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

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 and review of documentation, the posted snack menu listed that on Wednesday Nutri-Grain bars and water were served and on Friday applesauce and water were served. A snack shall include two (2) of the following: milk, protein, bread or fruit, vegetable or 100 percent juice.

Food Service

In Compliance

Inspection Report

Children's Records

Not In Compliance

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, one (1) child's enrollment paperwork did not include the physician's contact number. The child had been enrolled since 8/15/18.

Written Documentation

Not In Compliance

1155 - Policies and Procedures

Not In Compliance

922 KAR 2:090. Section 8. General.

- (4) Program policies and procedures shall:
 - (a) Be in writing; and
 - (b) Include:
 - 1. Staff policies;
 - 2. Job descriptions;
 - 3. An organization chart;
 - 4. Chain of command; and
 - 5. Other procedures necessary to ensure implementation of:
 - a. KRS 199.898, Rights for children in child-care programs and their parents, custodians, or guardians - posting and distribution requirements;
 - b. 922 KAR 2:120, Child-care center health and safety standards;
 - c. 922 KAR 2:280, Background checks for child care staff members, reporting requirements, and appeals; and
 - d. This administrative regulation.

Findings:

General: Based on review of documentation, the facility did not have a written chain of command.

1190 - Orientation Procedure

Not In Compliance

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

- (3)(b) The program shall include:
 - 2. Written policy that specifies 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, the facility did not have a written orientation policy stating that the staff will implement the procedures that were taught in the orientation training.

Posted Documentation

In Compliance

Animals

In Compliance

Signature of Provider/Representative

Title

Date