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**Inspection Report**

<b>Provider Name:</b> Cassidy Elementary	<b>Provider Information</b>	<b>CLR No:</b> L358941
<b>Provider Address:</b> 1125 Bates Creek Road, Lexington, KY, 40502	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 152
<b>Owner(s):</b> Fayette County Public Schools		<b>Director(s):</b> Sims, Christin Barbar

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 292749
<b>Date Initiated:</b> 03/03/2020 3:27 PM	<b>Date Concluded:</b> 03/03/2020 5:38 PM	
	<b>No. of Children Present:</b> 97	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance
Employee Records	Not In Compliance

**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 review of documentation, a staff person hired 8/30/19, had a copy of a T.B. test on file at the facility. A review of the document provided found there was not a date documenting the date the results of the T.B. test had been read. Therefore, it could not be determined if the staff person's T.B.test was current.

Programming	In Compliance
Premises	Not In Compliance

**520 - 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 observation and interview, containers of Clorox wipes and sanitizing spray were observed in the cafeteria on a table by the refrigerator. The children were eating snack at the time. The Clorox wipes and sanitizing spray were accessible to the children. An interview with the staff person in charge found that the cleaners were placed on the table by the school janitor.

Hygienic Practices	In Compliance
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Inspection Report

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, it was found that the first aid supplies did not contain a first aid book.

730 - Medication

Not In Compliance

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

(6) Medication, including refrigerated medication, shall be:

- (a) Stored in a separate and locked place, out of the reach of a child unless the medication is:
  - 1. A first aid supply and is maintained in accordance with subsection (1) of this section;
  - 2. Diaper cream, sunscreen, or toothpaste. Diaper cream, sunscreen, or toothpaste shall be inaccessible to a child;
  - 3. An epinephrine auto-injector. A licensed child-care center shall comply with KRS 199.8951 and 311.646, including:
    - a. An epinephrine auto-injector shall be inaccessible to a child;
    - b. A child-care center shall have at least one (1) person onsite who has received training on the administration of an epinephrine auto-injector if the child-care center maintains an epinephrine auto-injector;
    - c. A child-care center shall seek emergency medical care for a child if an auto-injector is administered to the child; and
    - d. A child-care center shall report to the child's parent and the cabinet in accordance with 922 KAR 2:090, Section 12(1)(b) if an epinephrine auto-injector is administered to a child; or
  - 4. An emergency or rescue medication for a child in care, such as medication to respond to diabetic or asthmatic condition, as prescribed by the child's physician. Emergency or rescue medication shall be inaccessible to a child in care;
- (b) Kept in the original bottle; and
- (c) Properly labeled.
- (7) Medication shall not be given to a child if the medication's expiration date has passed.

Findings:

General: Based on observation during an inspection of the first aid supplies, two bottles of Bactine antiseptic spray were found in a cloth bag used to store the supplies. The Bactine was not labeled for an individual child or adult. In addition, the bag did not have a safety lock and was observed stored on top of a refrigerator located along the wall in the cafeteria where the children were observed eating snack.

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

Food Service/Food Program

In Compliance

Food Service

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 child's enrollment information did not have a preferred hospital listed. The enrollment form had the option of circling the word nearest or putting the name of a hospital in the blank. The word nearest had been circled. An interview with the staff person in charge found that the form was an old enrollment form. The staff person in charge also indicated a new enrollment form is in the process of being developed.

**Written Documentation**

**Not In Compliance**

**1150 - 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 interview and review of documentation, it was found that the last documented date on the written evacuation plan submitted by the facility was dated 10/2/18. An interview with the staff person in charge found nothing on the plan had been updated or changed and was submitted to local emergency personnel with the 10/2/18 date. A new date was not documented for the submission of the plan. It was found further that a staff person listed on the plan was no longer employed at the facility. The staff person in charge stated this staff person left after the plan had been submitted.

**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, it was found there were no written job descriptions that address the specifics of each position at the facility. A review of the staff handbook found various expectations for staff in general, but nothing that would identify the role and responsibilities for all positions including the director's position.

**1175 - Earthquake/Tornado/Fire Drills**

**Not In Compliance**

**922 KAR 2:090. Section 9. Records.**

- (1) A child-care center shall maintain:**
- (h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;**
  - (i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;**

**Findings:**

General: Based on review of documentation presented for review documenting verification of practiced quarterly earthquake and tornado drills and monthly fire drills, found that the program is using documentation provided by the school to verify completion of these drills. It should be noted that the drills are conducted during the hours school is in session and not during the time the afterschool program operates, which is from 3:30 p.m to 6:00 p.m. It should also be noted that the names of the children who participated was not documented.

Inspection Report

1195 - Fire Drills

Not In Compliance

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

(12) A fire drill shall be:

- (a) Conducted during hours of operation at least monthly; and
- (b) Documented.

(13) An earthquake drill and a tornado drill shall be:

- (a) Conducted during hours of operation at least quarterly; and
- (b) Documented.

Findings:

General: Based on review of documentation presented for review documenting verification of practiced monthly fire drills and quarterly practiced earthquake and tornado drills, found that the program is using documentation provided by the school to verify completion of these drills. It should be noted that the drills are conducted during the hours school is in session and not during the time the afterschool program operates which is from 3:30 p.m. to 6:00 p.m. This regulation requires these drills be conducted during the hours of the operation of the program.

Posted Documentation

In Compliance

Animals

Not In Compliance

1225 - Animals in the Presence of Children

Not In Compliance

922 KAR 2:120. Section 13. Animals.

(1) An animal shall not be allowed in the presence of a child in care:

(a) Unless:

- 1. The animal is under the supervision and control of an adult;
- 2. Written parental consent has been obtained; and
- 3. The animal is certified as vaccinated against rabies; or

(b) Except in accordance with subsection (3) of this section.

Findings:

General: Based on observation and interview, a large fish tank was observed in the cafeteria where the children were eating snack. Several fish were observed in the tank. An interview with the staff person in charge found that written parental consent giving permission for each child to be in the presence of the fish had not been obtained and kept on file. The staff person in charge also stated she was unaware of this regulation and that the fish have always been in the cafeteria as long as she has worked for the program.

Signature of Provider/Representative

Title

Date