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**Inspection Report**

<b>Provider Name:</b> Children's Collaborative at Reiley Elementary	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L359025
<b>Provider Address:</b> 10631 Alexandria Pike, Alexandria, KY, 41001		<b>Capacity:</b> 99
<b>Owner(s):</b> Children's Collaborative, LLC		<b>Director(s):</b> Hernandez, Ruby Leinani

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 293513
<b>Date Initiated:</b> 10/05/2020 2:55 PM	<b>Date Concluded:</b> 10/05/2020 4:50 PM	
	<b>No. of Children Present:</b> 6	

Inspection Report	
<b>Background Checks</b>	<b>In Compliance</b>
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>Not In Compliance</b>
<b>155 - Liability Insurance</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 6. License Issuance.</b> <b>(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:</b> <b>(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;</b>	
<b>Findings:</b>	
General: Based on review of documentation, the liability insurance on file at the facility was for 7/28/2019 to 7/28/2020. There was no other documentation available for review to verify the facility is currently insured.	
<b>Director Requirements</b>	<b>In Compliance</b>
<b>Employee Records</b>	<b>Not In Compliance</b>
<b>385 - Personnel File</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 9. Records.</b> <b>(1) A child-care center shall maintain:</b> <b>(e) A current personnel file for each child-care center staff person to include:</b> <b>1. Name, address, date of birth, and date of employment;</b> <b>2. Proof of educational qualifications;</b> <b>3. Record of annual performance evaluation;</b> <b>4. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and</b> <b>5. The results of background checks conducted in accordance with 922 KAR 2:280;</b>	
<b>Findings:</b>	
General: Based on interview, the staff person in charge stated that a staff person with a hire date of 8/15/18, has now been designated as a substitute. This staff person's personnel file had been removed from the the facility and was not available for review. In addition, the staff person in charge gave the name of another staff person designated as a substitute. A personnel file for this staff person was not on site for review at the time of the survey.	
<b>Programming</b>	<b>In Compliance</b>
<b>Premises</b>	<b>In Compliance</b>
<b>Hygienic Practices</b>	<b>In Compliance</b>

**Inspection Report**

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**In Compliance**

**Equipment**

**In Compliance**

**Transportation**

**In Compliance**

**Food Service/Food Program**

**In Compliance**

**Food Service**

**In Compliance**

**Children's Records**

**In Compliance**

**Written Documentation**

**Not In Compliance**

**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 interview at the time of the survey on 10/5/2020, the staff person in charge was unable to find documentation verifying the date, time and names of children who participated in quarterly earthquake and tornado drills as well as monthly fire drills from 4/2019 until 2/2020.

**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 interview at the time of the survey on 10/5/2020, the staff person in charge was unable to find documentation verifying quarterly earthquake and tornado drills as well as monthly fire drills were practiced and documented from 4/2019 until 2/2020.

**Posted Documentation**

**In Compliance**

**Animals**

**In Compliance**

**Emergency Regulation**

**In Compliance**

Signature of Provider/Representative

Title

Date