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**CABINET FOR HEALTH AND FAMILY SERVICES  
OFFICE OF INSPECTOR GENERAL**

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**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

<b>Provider Name:</b> G. C. Burkhead Elementary (S.A.C.C.) School Age Child Care	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L354518
<b>Provider Address:</b> 1323 Saint John Road, Elizabethtown, KY, 42701		<b>Capacity:</b> 200
<b>Owner(s):</b> Hardin County Board Of Education		<b>Director(s):</b> Wood, Amy Danielle

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 217980
<b>Date Initiated:</b> 01/11/2017 3:12 PM	<b>Date Concluded:</b> 01/11/2017 4:40 PM	
	<b>No. of Children Present:</b> 37	

Inspection Report	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Director Requirements</b>	<b>Not In Compliance</b>
<b>260 - Staff Evaluation</b>	<b>Not In Compliance</b>
<b>922 KAR 2:110. Section 4. Director Requirements and Responsibilities.</b> <b>(1) Effective with the adoption of this administrative regulation, a director shall:</b> <b>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</b>	
<b>Findings:</b> General: Based on Review of Documentation, staff hired 8/17/15, did not have an annual written performance evaluation on file.	
<b>Employee Records</b>	<b>Not In Compliance</b>
<b>315 - Educational Requirements</b>	<b>Not In Compliance</b>
<b>922 KAR 2:110. Section 5. Staff Requirements.</b> <b>(1) Child-care center staff:</b> <b>(a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:</b> <b>1. High school diploma;</b> <b>2. GED or qualifying documentation from a comparable educational entity; or</b> <b>3. Commonwealth Child Care Credential as described in 922 KAR 2:250;</b>	
<b>Findings:</b> General: Based on Review of Documentation, two (2) staff hired 4/28/16 and 1/4/17, did not have education verification on file.	
<b>320 - TB Verification</b>	<b>Not In Compliance</b>
<b>922 KAR 2:110. Section 5. Staff Requirements.</b> <b>(1) Child-care center staff:</b> <b>(b) Shall provide, prior to employment and every two (2) years thereafter:</b> <b>1. A statement from a health professional that the individual is free of active tuberculosis; or</b> <b>2. A copy of negative tuberculin results.</b>	
<b>Findings:</b> General: Based on Review of Documentation, a staff hired 8/24/92, TB documentation was dated 3/17/14.	

# Inspection Report

## 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, staff hired 4/28/16, had not completed orientation training. Also, staff hired 10/5/15, completed orientation training on 1/9/16, which was not within the first three (3) months of employment.

Programming

In Compliance

Premises

Not In Compliance

## 460 - Inaccessible Items

Not In Compliance

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

- (7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care:
- (a) Toxic cleaning supplies, poisons, and insecticides;
  - (b) Knives and sharp objects;
  - (c) Matches, cigarettes, lighters, and flammable liquids;
  - (d) Plastic bags;
  - (e) Litter and rubbish;
  - (f) Bar soap; and
  - (g) Personal belongings and medications of staff.

#### Findings:

General: Based on Observation, a bottle of Clean on the Go Tribase was on a desk and accessible to the school age children in care in the cafeteria. The bottle stated "To Keep Out of the Reach of Children."

## 500 - 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. Adequately heated;
    - 3. Ventilated; and
    - 4. Well lit, including clean light fixtures that are:
      - a. In good repair in all areas; and
      - b. Shielded or have shattered 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, a light fixture was not covered above the three (3) sinks in the boys' restroom across from the cafeteria.

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

Not In Compliance

## 690 - Playground Conditions

Not In Compliance

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

- (20) An outdoor play area shall be:
- (d) Safe from foreseeable hazard;
  - (e) Well drained;
  - (f) Well maintained;
  - (g) In good repair; and
  - (h) Visible to staff at all times.

#### Findings:

General: Based on Observation, weed block was raised above the rubber mulch in several areas near the rock climbing wall and slide in the outdoor play area.

Equipment

In Compliance

Transportation

In Compliance

Inspection Report	
Food Service	In Compliance
Children's Records	Not In Compliance
<b>1070 - Immunization</b>	<b>Not In Compliance</b>
<b>922 KAR 2:110. Section 3. Records.</b> <b>(1) A child-care center shall maintain:</b> <b>(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;</b>	
<b>Findings:</b> General: Based on Review of Documentation, a child enrolled on 4/24/16, had an immunization certificate dated 11/21/16. Also, a child enrolled on 7/24/16, had no immunization certificate on file.	
<b>1075 - Enrollment Information</b>	<b>Not In Compliance</b>
<b>922 KAR 2:110. Section 3. Records.</b> <b>(1) A child-care center shall maintain:</b> <b>(b) A written record for each child:</b> <b>1. Completed and signed by the child's parent;</b> <b>2. Retained on file on the first day the child attends the child-care center; and</b> <b>3. To contain:</b> <b>a. Identifying information about the child, which includes, at minimum, the child's name, address, and date of birth;</b> <b>b. Contact information to enable a person in charge to contact the child's:</b> <b>(i) Parent at the parent's home or place of employment;</b> <b>(ii) Family physician; and</b> <b>(iii) Preferred hospital;</b> <b>c. The name of each person who is designated in writing to pick-up the child;</b> <b>d. The child's general health status and medical history including, if applicable:</b> <b>(i) Allergies;</b> <b>(ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and</b> <b>(iii) Permission from the parent for third-party professional services in the child-care center;</b> <b>e. The name and phone number of each person to be contacted in an emergency situation involving or impacting the child;</b> <b>f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;</b>	
<b>Findings:</b> General: Based on Review of Documentation, a child enrolled on 4/24/16, did not have contact information for the physician listed and no preferred hospital.	
Written Documentation	Not In Compliance
<b>1085 - Evacuation Plan</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 5. Evacuation Plan.</b> <b>(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.</b>	
<b>Findings:</b> General: Based on Review of Documentation, the center's written evacuation plan was last reviewed on 10/26/15. Documentation indicated the plan would be reviewed by August 30th of each year,	
<b>1105 - Professional Development</b>	<b>Not In Compliance</b>
<b>922 KAR 2:110. Section 3. Records.</b> <b>(1) A child-care center shall maintain:</b> <b>(f) A written annual plan for child-care staff professional development;</b>	
<b>Findings:</b> General: Based on Review of Documentation, staff hired 8/17/15 and 4/28/16, did not have a professional development plan on file.	
Posted Documentation	In Compliance
Animals	In Compliance

Signature of Provider/Representative

Title

Date