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GOVERNOR

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

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**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

<b>Provider Name:</b> Sandersville After School Program Sharktime	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L359030
<b>Provider Address:</b> 3025 Sandersville Rd, Lexington, KY, 40511		<b>Capacity:</b> 150
<b>Owner(s):</b> Fayette County Board Of Education		<b>Director(s):</b> Richards, Kathleen E.

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 219173
<b>Date Initiated:</b> 04/26/2017 2:35 PM	<b>Date Concluded:</b> 04/26/2017 4:31 PM	
	<b>No. of Children Present:</b> 78	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	Not In Compliance
<b>40 - Ratios and Group Size</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 2. Child Care Services.</b>  <b>(2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows:</b>  <b>Age of Children Ratio Maximum Group Size*</b>  <b>Infant</b>            1 staff for 5 children 10  <b>Toddler</b>            1 staff for 6 children 12  <b>Preschool-age 2 to 3 years</b>            1 staff for 10 children 20  <b>Preschool-age 3 to 4 years</b>            1 staff for 12 children 24  <b>Preschool-age 4 to 5 years</b>            1 staff for 14 children 28  <b>School-age 5 to 7 years</b>            1 staff for 15 children 30  <b>School-age 7 and older</b>            1 staff for 25 children  <b>(for before and after school) 30</b>            1 staff for 20 children  <b>(full day of care) 30</b>  <b>*Maximum Group Size shall be applicable only to Type I child-care centers.</b></p>	
<b>Findings:</b>	
General: Based on Observation, the children were put in groups in the cafeteria as they came in from their classrooms. There was one (1) group that consisted of thirty-eight (38) children ages seven to nine (7-9) years with two (2) staff. This exceeds the maximum group size by eight (8) children based on the age of the youngest child in the group.	
<b>General Administration</b>	<b>In Compliance</b>

<b>Inspection Report</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, there were four (4) staff whose last documented evaluation was dated 4/15/15. An interview with the staff person in charge found that evaluations for 2016 had been completed were kept on file in the main office located at the school and had not been placed in the file for the afterschool program.																					
<b>Employee Records</b>																					
<b>Not In Compliance</b>																					
<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, there was one (1) staff person who was rehired 8/9/16 and did not have the results of a T.B. test read until 9/7/16. There was an additional staff person with a hire date of 2/6/17 who had a T.B. screening completed on 2/7/17. Both of these were completed after the staff person was hired. There was an additional person listed as a volunteer who had the results of a T.B. test read on 3/28/14. This exceeds the two (2) year minimum requirement for a T.B. test. This volunteer was observed supervising children, giving them instruction on where to go and what to do and had an evaluation on file with the title of After School Program Director. The facility also requires volunteers to have a T.B. skin test.																					
<b>340 - Training</b>	<b>Not In Compliance</b>																				
<b>922 KAR 2:110. Section 5. Staff Requirements.</b> <b>(14) In accordance with KRS 199.896(15) and (16), a staff person with supervisory authority over a child shall complete the following:</b> <b>(a) Six (6) hours of cabinet-approved orientation within the first three (3) months of employment;</b> <b>(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</b> <b>(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.</b>																					
<b>Findings:</b> General: Based on Review of Documentation, there was a person listed as a volunteer who had been with the program since 8/1/09. This volunteer was observed supervising children, giving them instruction on where to go and what to do and had an evaluation on file with the title of After School Program Director dated 4/15/15. Further review of this volunteers file and ECE-Tris records found that there was no evidence of the completion of fifteen (15) hours of training for the 2015-2016 training year. During an interview with the staff person in charge it was acknowledged that this volunteer had not completed training and that she must have misunderstood what is considered a volunteer. There was evidence of this volunteer having completed training in previous years.																					
<table border="0" style="width: 100%;"> <tr> <td style="width: 60%;"><b>Programming</b></td> <td style="text-align: right;"><b>In Compliance</b></td> </tr> <tr> <td><b>Premises</b></td> <td style="text-align: right;"><b>In Compliance</b></td> </tr> <tr> <td><b>Hygienic Practices</b></td> <td style="text-align: right;"><b>In Compliance</b></td> </tr> <tr> <td><b>First Aid/Medication</b></td> <td style="text-align: right;"><b>In Compliance</b></td> </tr> <tr> <td><b>Outdoor Play Area</b></td> <td style="text-align: right;"><b>In Compliance</b></td> </tr> <tr> <td><b>Equipment</b></td> <td style="text-align: right;"><b>In Compliance</b></td> </tr> <tr> <td><b>Transportation</b></td> <td style="text-align: right;"><b>Not Applicable</b></td> </tr> <tr> <td><b>Food Service</b></td> <td style="text-align: right;"><b>In Compliance</b></td> </tr> <tr> <td><b>Children's Records</b></td> <td style="text-align: right;"><b>In Compliance</b></td> </tr> <tr> <td><b>Written Documentation</b></td> <td style="text-align: right;"><b>Not In Compliance</b></td> </tr> </table>		<b>Programming</b>	<b>In Compliance</b>	<b>Premises</b>	<b>In Compliance</b>	<b>Hygienic Practices</b>	<b>In Compliance</b>	<b>First Aid/Medication</b>	<b>In Compliance</b>	<b>Outdoor Play Area</b>	<b>In Compliance</b>	<b>Equipment</b>	<b>In Compliance</b>	<b>Transportation</b>	<b>Not Applicable</b>	<b>Food Service</b>	<b>In Compliance</b>	<b>Children's Records</b>	<b>In Compliance</b>	<b>Written Documentation</b>	<b>Not In Compliance</b>
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<b>1115 - Earthquake/Tornado Drills</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>(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;</b>																					
<b>Findings:</b> General: Based on Review of Documentation, it was found that earthquake and tornado drills are documented as a severe weather drill and recorded with the same time instead of an individual time for each drill.																					

# Inspection Report

## 1120 - Fire Drills

Not In Compliance

### 922 KAR 2:110. Section 3. Records.

#### (1) A child-care center shall maintain:

(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, it was found there was no documentation to verify that a fire drill had been conducted for September 2016. Therefore the date, time and names of children who participated were not documented.

## 1140 - Fire Drills

Not In Compliance

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

#### (12) A fire drill shall be conducted during hours of operation:

- (a) At least monthly; and
- (b) Documented.

#### Findings:

General: Based on Review of Documentation, it was found there was no documentation to verify that a fire drill had been conducted for September 2016.

## 1145 - Earthquake/Tornado Drills

Not In Compliance

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

#### (13) An earthquake drill and a tornado drill shall be conducted during hours of operation:

- (a) At least quarterly; and
- (b) Documented.

#### Findings:

General: Based on Review of Documentation, it was found that earthquake and tornado drills are documented as a severe weather drill and recorded with the same time instead of an individual time for each drill.

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date