



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
Northern Branch
908 W. Broadway, 10-W
Louisville, KY 40203

Adam Mather
INSPECTOR GENERAL

Phone: (502) 595-5781 Fax: (502) 595-5773
<https://chfs.ky.gov/agencies/os/oig>

Inspection Report

Provider Name: Hawthorne Elementary Childcare Enrichment Program	Provider Information Provider Type: LICENSED TYPE I	CLR No: L354785
Provider Address: 2301 Clarendon Avenue, Louisville, KY, 40205		Capacity: 100
Owner(s): YMCA of Greater Louisville		Director(s): Slaten, Valerie Rae

Inspection Type: Renewal Application	Inspection Information	Inspection No: 290336
Date Initiated: 08/29/2019 7:04 AM	Date Concluded: 08/29/2019 9:04 AM	
	No. of Children Present: 39	

Inspection Report	
Background Checks	Not In Compliance
85 - Employment Status	Not In Compliance
922 KAR 2:280. Section 11. Status of Employment. (1) A child care provider shall maintain the employment or residential status of each child care staff member who has submitted to a fingerprint-based criminal background check by reporting the status using the NBCP Web-based system.	
Findings:	
General: Based on review of documentation and interview, the child care center failed to comply with background checks in accordance with regulatory requirements. Review of the KARES report revealed two (2) individuals who were listed as current employees that were determined to be eligible for employment on 9/25/18 and 9/11/18. Interview with the director revealed that the aforementioned individuals were no longer employed with the child care center.	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
180 - Plan of Correction/15 days	Not In Compliance
922 KAR 2:090. Section 14. Statement of Deficiency and Corrective Action Plans. (2) Except for a violation posing an immediate threat as handled in accordance with KRS 199.896(5)(c), a child-care center shall submit a written corrective action plan to the cabinet or its designee within fifteen (15) calendar days of the date of the statement of deficiency to eliminate or correct the regulatory violation.	
Findings:	
A PLAN OF CORRECTION WAS DUE ON 09/23/2019 AND AS OF 11/20/2019, THE PLAN OF CORRECTION HAS NOT BEEN RECEIVED.	
Director Requirements	In Compliance

Inspection Report

Employee Records

Not In Compliance

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 review of documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of the presented employee records revealed a staff member with hire date 6/17/19 whose file did not contain a current high school transcript for the 2019-2020 school year. Upon request, the director did not present a current high school transcript for the aforementioned staff member at the time of the survey.

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 review of documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of the presented employee records revealed three (3) staff members with hire dates 8/17/18, 1/28/19 and 3/8/19 whose file did not contain documentation to verify completion of the six (6) hours of cabinet approved orientation. Upon request, the director did not present training documentation for the aforementioned staff members at the time of the survey.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

In Compliance

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

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 and interview, the child care center failed to maintain children's records in accordance with regulatory requirements. Review of the presented children's records revealed four (4) children with enrollment dates 8/19/19, 8/14/19, 8/12/19 and 7/10/19 whose file did not contain the name of the family's preferred hospital. Review of the presented children's records revealed three (3) children with enrollment dates 7/16/19, 8/14/19 and 7/1/19 whose file did not contain the child's general health status and medical history including allergies. Upon request, the director did not present the documentation for the aforementioned children at the time of the survey.

Inspection Report

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 review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of documentation revealed that 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 after 8/28/18 were not presented for review. Review of documentation revealed that a written record of practiced fire drills conducted monthly detailing the date, time and children who participated in accordance with 922 KAR 2:120 after 8/28/18 were not presented for review. Upon request, the director did not present the documentation at the time of the survey.

Posted Documentation

Not In Compliance

1200 - Posting Requirements

Not In Compliance

922 KAR 2:090. Section 8. General.

(6) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:

- (a) The provider's preliminary or regular license;**
- (b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;**
- (c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;**
- (d) Information on the Kentucky Consumer Product Safety Program and the program's Website as specified in KRS 199.897;**
- (e) A description of services provided by the child-care center, including:
 - 1. Current rates for child care; and**
 - 2. Each service charged separately and in addition to the basic rate for child care;****
- (f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and**
- (g) Daily planned program.**

Findings:

General: Based on observation and interview, the child care center failed to post documentation in accordance with regulatory requirements. Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897 was not posted or made available for public inspection. The director acknowledged that the documentation was not posted at the time of the survey.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date