



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
Eastern Branch
455 Park Place, Suite 120A
Lexington, KY 40511

Adam Mather
INSPECTOR GENERAL

Phone: (859) 246-2301 Fax: (859) 246-2307
<https://chfs.ky.gov/agencies/os/oig>

Inspection Report

Provider Name: SonLight Preschool	Provider Information	CLR No: L354961
Provider Address: 116 Commonwealth Avenue, Erlanger, KY, 41018	Provider Type: LICENSED TYPE I	Capacity: 102
Owner(s): Erlanger Baptist Church, Inc.		Director(s): Ross, Kimberly Kay

Inspection Type: Renewal Application	Inspection Information	Inspection No: 242691
Date Initiated: 11/14/2017 10:40 AM	Date Concluded: 11/14/2017 12:40 PM	
	No. of Children Present: 67	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance

275 - Caregiver Alone

Not In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.
(1) Effective with the adoption of this administrative regulation, a director shall:
(n) Assure that a person acting as a caregiver of a child in care shall not be left alone with a child, if the licensee has not received the results of the background checks as described in Section 3(1)(e)6 of this administrative regulation;

Findings:

General: Based on Review of Documentation, the surveyor found the following: (1) A staff person hired on 8/28/17 had documentation on file that a criminal records check had been requested on 8/14/17 and a child abuse/ neglect check requested on 8/14/17. The results for these background checks were not on file. Additionally, file review found that this staff person has resided outside the state of Kentucky during the last five (5) years. There was not an out-of-state background check on file for this staff person. Another staff person hired on 8/24/17 had documentation on file that a criminal records check was requested on 7/24/17 and a child abuse/ neglect check requested on 7/24/17. The results for these background checks were also not on file. The director stated that the background checks for these individuals had not been received. The surveyor noted that the ninety (90) day time frame for the facility to obtain the results of the background checks had past. It is important to note that the surveyor observed both of these staff working together in the Dolphin classroom with twelve (12) children ages two-three (2-3) years old at approximately 11:10 a.m. The surveyor informed the director of this violation during file review at approximately 11:53 a.m. The director stated that the two (2) staff had just started working together in the Dolphin classroom this month. It is important to note that the director moved a qualified staff person into the Dolphin classroom so that the staff would no longer be working alone without the results of their background checks.

300 - Background checks/left alone

Not In Compliance

922 KAR 2:090. Section 6. License Issuance.

(5) An individual described in subsection (4) of this section shall:

(a) Submit to background checks described in paragraph (b) of this subsection;

(b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:

- 1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;**
- 2. Criminal records check required by KRS 199.896(19);**
- 3. Criminal records check for any previous state of residence if the person resided outside the state of Kentucky in the last five (5) years; and**
- 4. An address check of the Sex Offender Registry; and**

(c) Not be left alone in the presence of a child until copies of the background checks in accordance with paragraph (b) of this subsection have been received by the licensee.

Findings:

General: Based on Review of Documentation, the surveyor found the following: (1) A staff person hired on 8/28/17 had documentation on file that a criminal records check had been requested on 8/14/17 and a child abuse/ neglect check requested on 8/14/17. The results for these background checks were not on file. Additionally, file review found that this staff person has resided outside the state of Kentucky during the last five (5) years. There was not an out-of-state background check on file for this staff person. Another staff person hired on 8/24/17 had documentation on file that a criminal records check was requested on 7/24/17 and a child abuse/ neglect check requested on 7/24/17. The results for these background checks were also not on file. The director stated that the background checks for these individuals had not been received. The surveyor noted that the ninety (90) day time frame for the facility to obtain the results of the background checks had past. It is important to note that the surveyor observed both of these staff working together in the Dolphin classroom with twelve (12) children ages two-three (2-3) years old at approximately 11:10 a.m. The surveyor informed the director of this violation during file review at approximately 11:53 a.m. The director stated that the two (2) staff had just started working together in the Dolphin classroom this month. It is important to note that the director moved a qualified staff person into the Dolphin classroom so that the staff would no longer be working alone without the results of their background checks. (2) A staff person hired on 10/2/17 did not have evidence on file that a child abuse/ neglect check (CA/N) had been requested within five (5) days of hire as required by 922 KAR 1:470. This staff person was not observed working alone with children during the inspection. (3) A staff person re-hired on 8/28/17 had evidence of background checks on file that were dated 11/4/15 and 11/13/15. Background checks were not re-submitted when this staff person was re-hired. This staff person was not observed working alone with children during the inspection.

310 - Personnel File

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(e) A current personnel file for each child-care center staff person to include:

1. Name, address, date of birth, and date of employment;

2. Proof of educational qualifications;

3. Record of annual performance evaluation;

4. Written record of training participation to include:

- a. The training source;**
- b. Location;**
- c. Date; and**
- d. Number of clock hours completed;**

5. Every two (2) years, a:

- a. Statement from a health professional that the individual is free of active tuberculosis; or**
- b. Copy of negative tuberculin results; and**

6. For a director, employee, volunteer, or any person with supervisory or disciplinary control over, or having unsupervised contact with, a child in care, the results of a:

- a. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;**
- b. Criminal records check required by KRS 199.896(19);**
- c. Criminal records check from any previous state of residence completed once if:**
 - (i) The individual resided outside the state of Kentucky in the last five (5) years; and**
 - (ii) No criminal records check has been completed for the individual's previous state of residence; and**
- d. An address check of the Sex Offender Registry;**

Findings:

General: Based on Review of Documentation, the surveyor found that a staff person hired on 8/29/16 had a child abuse/ neglect check (CA/N) on file that had been processed by Webby Dance Company in 2014. This staff person's file was reviewed by DRCC during the re-licensure survey in 2016 and it was documented that a CA/N check was completed on 8/24/16. However, the director could not locate the CA/N check that had been processed in 2016 during the inspection.

315 - Educational Requirements

Not In Compliance

922 KAR 2:110. Section 5. 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, the surveyor found three (3) staff (hire dates: 8/28/17, 10/2/17, 11/6/17) did not have proof of education on file.

Inspection Report

320 - TB Verification

Not In Compliance

922 KAR 2:110. Section 5. 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, the surveyor found a staff person hired on 8/28/17 had TB skin documentation on file dated 8/31/17 which was completed after the staff person's date of hire. A second staff person hired on 11/6/17 did not have TB skin documentation on file.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

Food Service

Not In Compliance

935 - Refrigerator

Not In Compliance

922 KAR 2:120. Section 8. Kitchen Requirements.

(4) A cold-storage facility used for storage of perishable food in a nonfrozen state shall:

- (a) Have an indicating thermometer or other appropriate temperature measuring device;
- (b) Be in a safe environment for preservation; and
- (c) Be forty (40) degrees Fahrenheit or below.

Findings:

Based on observation, the surveyor found that there was not a temperature measuring device in the refrigerator located in the infant classroom; therefore, the surveyor could not determine if the temperature of the refrigerator was forty (40) degrees Fahrenheit or below. This refrigerator contained perishable food and drink items designated for the children in care.

Children's Records

In Compliance

Written Documentation

In Compliance

Posted Documentation

Not In Compliance

1155 - Posting Requirements

Not In Compliance

922 KAR 2:110. Section 2. General.

(7) 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) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;
- (b) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;
- (c) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;
- (d) 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;
- (e) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and
- (f) Daily schedule.

Findings:

Based on observation and interview, the surveyor found that there was not a daily schedule posted in the infant classroom. Therefore, the surveyor could not determine the sequence of events for each child's routine care that occurs each day. The infant teacher stated that each child's schedule varies and she did not have a general schedule posted that depicts the "flow of the day."

Animals

In Compliance

Signature of Provider/Representative

Title

Date