



**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**

<b>Provider Name:</b> Red Oak Elementary Child Care Center	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L383146
<b>Provider Address:</b> 921 Union Mill Rd., Nicholasville, KY, 40356		<b>Capacity:</b> 200
<b>Owner(s):</b> Jessamine County Schools		<b>Director(s):</b> Watts, Kellie

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 216985
<b>Date Initiated:</b> 10/26/2016 2:45 PM	<b>Date Concluded:</b> 10/26/2016 4:21 PM	
	<b>No. of Children Present:</b> 40	

Inspection Report	
<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>100 - Plan of Correction/10 days</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:090. Section 9. Statement of Deficiency and Corrective Action Plans.</b>  <b>(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 ten (10) calendar days of receipt of the statement of deficiency to eliminate or correct the regulatory violation.</b></p> <p><b>Findings:</b>                      A PLAN OF CORRECTION WAS DUE ON 30 Nov 16 AND AS OF 09 Dec 16, THE PLAN OF CORRECTION HAS NOT BEEN RECEIVED.</p>	
<b>Director Requirements</b>	<b>In Compliance</b>
<b>Employee Records</b>	<b>Not In Compliance</b>
<b>340 - Training</b>	<b>Not In Compliance</b>
<p><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></p> <p><b>Findings:</b>                      General: Based on Review of Documentation, one (1) staff hired on 2/02/15 did not complete fifteen (15) hours of cabinet-approved early care and education training during the staff members completed training year. The staff member completed 12 hours of training. The ECE-TRIS system was reviewed as well as the staff member's file.</p>	
<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>

**Inspection Report**

**Equipment**

**In Compliance**

**Transportation**

**Not Applicable**

**Food Service**

**In Compliance**

**Children's Records**

**Not In Compliance**

**1075 - Enrollment Information**

**Not In Compliance**

**922 KAR 2:110. Section 3. 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 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 situation 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, one (1) child's file did not have a preferred hospital listed in the enrollment paperwork. The enrollment form was marked with "no preference" under the preferred hospital.

**Written Documentation**

**Not In Compliance**

**1085 - Evacuation Plan**

**Not In Compliance**

**922 KAR 2:090. Section 5. Evacuation Plan.**

**(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.**

**Findings:**

General: Based on Observation, the facility did not have written evidence of the annual submission of the emergency evacuation plan in accordance with KRS 199.895. The last documented submission of the plan was 8/1/13.

**1095 - Daily Attendance Records**

**Not In Compliance**

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

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

**(c) Daily attendance records documenting the arrival and departure time of each child, including records that are required in accordance with**

**922 KAR 2:160, Section 13, if a child receives services from the child-care center through the Child Care Assistance Program;**

**Findings:**

General: Based on Observation, during the relicensure survey there were thirty-seven (37) children signed into the after-school program and only thirty (30) children present in the cafeteria. Based on observation and interviews a group of students left the gym to attend an archery class sponsored by the school and there was not an employee of the after-school program present with the children. The children were not signed out; therefore, the daily attendance sheets did not match the number of children present in the after-school program.

**Posted Documentation**

**In Compliance**

**Animals**

**Not Applicable**

Signature of Provider/Representative

Title

Date