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Inspection Report

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|---|---------------------------------------|--|
| Provider Name: Telford Community Center YMCA, Inc. | Provider Information | CLR No: L383290 |
| Provider Address: 75 Old Us 25 North, Berea, KY, 40475 | Provider Type: LICENSED TYPE I | Capacity: 70 |
| Owner(s): Telford Community Center Ymca Boonesborough | | Director(s): Stipes, Marisa Elizabeth |

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| Inspection Type: Renewal Application | Inspection Information | Inspection No: 318687 |
| Date Initiated: 02/11/2022 2:15 PM | Date Concluded: 02/11/2022 3:30 PM | |
| | No. of Children Present: 4 | |

| Inspection Report | |
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| Background Checks | Not In Compliance |
| 5 - Background check/left alone/dismissed/relocated | Not In Compliance |
| <p>922 KAR 2:280. Section 3. Implementation and Enforcement.</p> <p>(1) A person who is a child care staff member prior to January 1, 2018, shall submit to and complete background checks in accordance with this administrative regulation no later than September 30, 2018.</p> <p>(2) A child care staff member hired on or after April 1, 2018, shall:</p> <p>(a) Have completed the background checks required in accordance with this administrative regulation and been found to have no disqualifying offense prior to becoming a child care staff member; or</p> <p>(b) 1. Have submitted to the background checks required in accordance with this administrative regulation;</p> <p>2. Not be left unsupervised with a child in care pending the completion of the background checks in accordance with this administrative regulation; and</p> <p>3. Be dismissed or relocated from the residence if the person is found to have a disqualifying background check result.</p> | |
| Findings: | |
| General: Based on review of documentation, the surveyor found the following: | |
| <p>1. The staff's (DOH: 12/07/2021) file did not contain documentation of background checks submitted through the Kentucky National Background Check Service, a Criminal Records Check (CRC), or a Child Abuse/Neglect Check (CAN). Based on review of the Kentucky National Background Check Service, the staff member did not have a completed background check; therefore, the staff person was hired prior to clearance for employment. During interview, staff-in-charge stated she does not know if a background check was submitted through the Kentucky National Background Check Service. Staff-in-charge stated that the staff has not worked alone with children.</p> <p>2. The staff's (DOH: 09/07/2021) file did not contain documentation of background checks submitted through the Kentucky National Background Check Service, a Criminal Records Check (CRC), or a Child Abuse/Neglect Check (CAN). Based on review of the Kentucky National Background Check Service, the staff member did not have a completed background check; therefore, the staff person was hired prior to clearance for employment. During interview, staff-in-charge stated she does not know if a background check was submitted through the Kentucky National Background Check Service. Staff-in-charge stated that the staff has not worked alone with children.</p> <p>Staff-in-charge reported she would inform the director about the background checks for the staff members.</p> | |
| Supervision | In Compliance |
| Staffing Requirements | In Compliance |
| General Administration | In Compliance |

Inspection Report

Director Requirements

Not In Compliance

360 - Staff Evaluation

Not In Compliance

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.

(1) A director shall:

(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;

Findings:

General: Based on review of documentation, the surveyor found the following:

1. Staff's (DOH:05/23/2020) file did not contain the staff's evaluation.
2. Staff's (DOH: 01/06/2021) file did not contain the staff's evaluation.

Staff-in-charge reported she would inform the director that the staff's files were missing the evaluations.

Employee Records

Not In Compliance

395 - Personnel File

Not In Compliance

922 KAR 2:090. Section 9. 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. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and
5. The results of background checks conducted in accordance with 922 KAR 2:280;

Findings:

General: Based on review of documentation, the surveyor discovered that staff's (DOH: 10/04/2021) file was not present at the center during the time of survey.

Staff-in-charge stated she would have the director's file on site.

400 - 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, the surveyor discovered the following:

1. Staff's (DOH: 12/07/2021) file did not contain a high school diploma, GED, or Commonwealth Child Care Credential.
2. Staff's (DOH: 09/07/2021) file did not contain a high school diploma, GED, or Commonwealth Child Care Credential.
3. Staff's (DOH: 05/23/2020) file did not contain a high school diploma, GED, or Commonwealth Child Care Credential.
4. Staff's (DOH: 10/04/2021) file was not presented to the surveyor for review; therefore, the surveyor was unable to verify if the staff has a high school diploma, GED, or Commonwealth Child Care Credential.

Staff-in-charge reported she would inform the director that some staff's files are missing their education documentation.

405 - TB Verification

Not In Compliance

922 KAR 2:090. Section 11. 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 the following:

1. Staff's (DOH: 10/19/18) file did not contain a statement from a health professional that the individual was free of active tuberculosis or a copy of a negative tuberculin result for the staff person; therefore, the surveyor was unable to verify if the staff person was free from active tuberculosis.
2. Staff's (DOH: 05/23/2020) file did not contain a statement from a health professional that the individual was free of active tuberculosis or a copy of a negative tuberculin result for the staff person; therefore, the surveyor was unable to verify if the staff person was free from active tuberculosis.
3. Staff's (DOH: 10/04/2021) file was not presented to the surveyor for review. The surveyor was not presented with a statement from a health professional that the individual was free of active tuberculosis or a copy of a negative tuberculin result for the staff person; therefore, the surveyor was unable to verify if the staff person was free from active tuberculosis.

Staff-in-charge reported she would inform the director of the missing documentation for the staff's files.

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 completed within the first three (3) months of employment in a child-care program;
(b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment in a child care program, 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 completed between July 1 and the following June 30 of each subsequent year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.
(17) A staff person's compliance with training requirements of this section shall be verified through the cabinet-designated database maintained pursuant to 922 KAR 2:240.

Findings:

General: Based on review of documentation, and ECE-TRIS, the surveyor found the following:

1. Staff (DOH: 10/19/2018) obtained zero (0) hours of the required fifteen (15) hours of cabinet-approved early care and education training for the review period 07/01/20 through 06/30/21.
2. Staff (DOH: 10/19/2018) completed the one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training on 11/21/2016; therefore, the training was not completed once every five (5) years.
3. Staff (DOH: 01/06/2021) completed the required six (6) hours of cabinet approved orientation training on 11/23/2021; therefore, the orientation training was not completed within the staff's first three (3) months of employment.
4. Staff (DOH: 05/23/2020) completed the required six (6) hours of cabinet approved orientation training on 11/18/2021; therefore, the orientation training was not completed within the staff's first three (3) months of employment.

Staff-in-charged reported that she would let the director know about staff's training.

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| 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 |
| Kitchen Requirements | In Compliance |
| Food Service | In Compliance |
| Meal Planning/Center Provides Meals | In Compliance |
| Meal Planning/Center Does Not Provide Meals | Not Applicable |
| Children's Records | Not In Compliance |

1245 - Immunization

922 KAR 2:090. Section 9. Records.

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

Findings:

General: Based on review of documentation, the surveyor found two (2) children's (DOE: 07/26/2021) files did not contain their immunization certificates.

Staff-in-charge stated she would ask the parents for their children's immunization certificates.

1250 - 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, the surveyor discovered that there were two (2) children's (DOE: 08/19/2021) files did not contain authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence.

Staff-in-charge reported she would have the parent's update their children's information.

Written Documentation

Not In Compliance

1280 - Professional Development

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

(f) A written annual plan for child-care staff professional development;

Findings:

General: Based on review of documentation, the surveyor found a staff's (DOH:10/19/18) file did not contain a professional development plan. Staff-in-charge stated she would let the director know a staff's file did not contain a professional development plan.

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date