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Inspection Report

Provider Name: Park Early Childhood Center	Provider Information	CLR No: L352366
Provider Address: 645 East High Street, Lexington, KY, 40502	Provider Type: LICENSED TYPE I	Capacity: 127
Owner(s): Park Early Childhood Center, Inc.		Director(s): Combs, Janice Marie

Inspection Type: Renewal Application	Inspection Information	Inspection No: 244568
Date Initiated: 05/23/2018 8:30 AM	Date Concluded: 05/23/2018 10:05 AM	
	No. of Children Present: 61	

Inspection Report	
Background Checks	Not In Compliance
10 - Submit background check	Not In Compliance
922 KAR 2:280. Section 4. Procedures and Payments. (1) To initiate the process for obtaining background checks on a prospective child care staff member, the child care provider shall: (a) Request that the prospective child care staff member provide a copy of his or her driver's license or other government-issued photo identification and verify that the photograph clearly matches the prospective child care staff member; (b) Request that the prospective child care staff member complete and sign the: 1. DCC-500, Applicant Child Care Staff Member Waiver Agreement and Statement; and 2. DCC-501, Disclosures to Be Provided to and Signed by the Applicant Child Care Staff Member; and (c) Log on to the NBCP portal and enter the prospective child care staff member's demographic information for a check of the: 1. Child abuse and neglect central registry pursuant to 922 KAR 1:470; 2. National Crime Information Center's National Sex Offender Registry; and 3. Sex Offender Registry established in accordance with KRS 17.500 through 17.580.	
Findings: General: Based on Review of Documentation and interview, this regulatory requirement was not met. The following was found: 1. A review of staff files during the inspection found that a staff person with a 5/8/18 hire date did not have required forms for the NBCP filled out yet. The staff person had a completed child abuse/neglect check (CAN) and a completed criminal records check (CRC) in her file from a previous hire date. They were dated 5/16/17 and 5/23/17. The director stated during interview that she had not yet initiated the process to obtain this employee's background check in the NBCP portal. 2. A staff person with a 4/16/18 hire date did not have required forms for the NBCP filled out. The director stated during interview that she had not yet initiated the process to obtain this employee's background check in the NBCP portal.	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance
345 - 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, one (1) staff person eligible for an annual performance review did not have documentation of a review on file in the facility.	

Inspection Report		
Employee Records		Not In Compliance
385 - 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 and interview, this regulatory requirement was not met. A review of staff files during the inspection found one (1) staff person that did not have the date of employment listed in their file. The staff person in charge reviewed internal documentation and then identified 10/3/16 as the hire date.		
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 the Training Records Information System (TRIS), the following was found: 1. Two (2) staff files (hire dates: 10/4/17 and 3/21/14) did not contain evidence of the six (6) hours of cabinet-approved training being completed within the first three (3) months of employment. A review of Division of Regulated Child Care files found that the staff person with a 3/21/14 hire date did not have evidence of this training completed during the 5/30/17 relicensure inspection; therefore, this is a repeat violation. 2. Two (2) staff files (hire dates: 3/21/14 and 8/31/17) contained a pediatric abusive head trauma training class certificate that was dated 4/30/13 and 10/20/12; therefore, this training is no longer valid. 3. Four (4) staff files (hire dates: 1/2/14, 9/1/15, 1/2/14 and 10/3/16) did not contain the required fifteen (15) hours of training.		
Programming		In Compliance
Premises		Not In Compliance
540 - Premises Requirements		Not In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (1) The premises shall be: (a) Suitable for the purpose intended; (b) Kept clean and in good repair;		
Findings: General: Based on Observation, the wall vent next to the sink in the Two's classroom was covered in dust.		
Hygienic Practices		In Compliance
First Aid/Medication		In Compliance
Outdoor Play Area		In Compliance
Equipment		In Compliance
Transportation		Not Applicable
Food Service/Food Program		In Compliance
Food Service		Not In Compliance
1050 - Bottles		Not In Compliance
922 KAR 2:120. Section 8. Kitchen Requirements. (9) Bottles shall be: (a) Individually labeled; (b) Promptly refrigerated; (c) Covered when not in use; and (d) Consumed within one (1) hour of being heated or removed from the refrigerator.		
Findings: General: Based on Observation, there was one (1) bottle in the Infant room refrigerator without a label.		
Children's Records		In Compliance
Written Documentation		In Compliance
Posted Documentation		In Compliance
Animals		In Compliance

Signature of Provider/Representative

Title

Date