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**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

<b>Provider Name:</b> Gateway Head Start Mt. Sterling Elementary	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L383830
<b>Provider Address:</b> 6601 Indian Mound Road, Mt. Sterling, KY, 40353		<b>Capacity:</b> 20
<b>Owner(s):</b> Gateway Community Action Agency		<b>Director(s):</b> Roe, Martina

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 291332
<b>Date Initiated:</b> 11/21/2019 9:50 AM	<b>Date Concluded:</b> 11/21/2019 11:10 PM	
	<b>No. of Children Present:</b> 17	

Inspection Report	
<b>Background Checks</b>	<b>In Compliance</b>
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Director Requirements</b>	<b>In Compliance</b>
<b>Employee Records</b>	<b>In Compliance</b>
<b>Programming</b>	<b>In Compliance</b>
<b>Premises</b>	<b>Not In Compliance</b>
<b>575 - Protected Openings</b>	<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 4. Premises Requirements.</b> <b>(8) An opening to the outside shall be effectively protected against the entrance of vermin by:</b> (a) Self-closing doors; (b) Closed windows; (c) Screening; (d) Controlled air current; or (e) Other effective means.	
<b>Findings:</b>	
General: Based on observation, this regulatory requirement was not met. At the time of the survey, a window located in the classroom was observed open. Further inspection of the window found there was not a screen or other barrier to keep vermin from entering the building.	
<b>Hygienic Practices</b>	<b>In Compliance</b>

Inspection Report

First Aid/Medication

Not In Compliance

730 - Medication

Not In Compliance

922 KAR 2:120. Section 7. First Aid and Medicine.

- (6) Medication, including refrigerated medication, shall be:
  - (a) Stored in a separate and locked place, out of the reach of a child unless the medication is:
    - 1. A first aid supply and is maintained in accordance with subsection (1) of this section;
    - 2. Diaper cream, sunscreen, or toothpaste. Diaper cream, sunscreen, or toothpaste shall be inaccessible to a child;
    - 3. An epinephrine auto-injector. A licensed child-care center shall comply with KRS 199.8951 and 311.646, including:
      - a. An epinephrine auto-injector shall be inaccessible to a child;
      - b. A child-care center shall have at least one (1) person onsite who has received training on the administration of an epinephrine auto-injector if the child-care center maintains an epinephrine auto-injector;
      - c. A child-care center shall seek emergency medical care for a child if an auto-injector is administered to the child; and
      - d. A child-care center shall report to the child's parent and the cabinet in accordance with 922 KAR 2:090, Section 12(1)(b) if an epinephrine auto-injector is administered to a child; or
    - 4. An emergency or rescue medication for a child in care, such as medication to respond to diabetic or asthmatic condition, as prescribed by the child's physician. Emergency or rescue medication shall be inaccessible to a child in care;
  - (b) Kept in the original bottle; and
  - (c) Properly labeled.
- (7) Medication shall not be given to a child if the medication's expiration date has passed.

Findings:

General: Based on observation and interview, this regulatory requirement was not met. An interview with staff at the time of the survey found that a child enrolled in the program has an epinephrine auto-injector (epi-pen) that is kept at the facility. The staff person removed a large backpack from an open compartment in the area where the children store their belongings. The staff person showed the surveyor the backpack that had two smaller belted packs attached to a strap on the backpack. The staff person then showed the surveyor the epi-pen that was stored in one of the small packs attached to the large backpack. The staff person stated that one of the staff normally wears the pack around her waist when the child is in attendance. However, it was found that the child was not present at the time of the survey. Due to the manner in which the epi-pen was stored at the time of the survey, the epi pen was accessible to the children. It should be noted that there was no type of lock on the small pack that contained the epi-pen.

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not Applicable

Food Service/Food Program

In Compliance

Food Service

In Compliance

Children's Records

In Compliance

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 interview and review of documentation, this regulatory requirement was not met. A review of documents used to record the date, time and names of the children who participated in monthly fire drills and quarterly earthquake and tornado drills found there was no documentation to verify the completion and required documentation of these drills from October 2018 to May of 2019. An interview with the staff person in charge found that the documentation is sent to their central office at the end of the school year.

1195 - Fire Drills

Not In Compliance

922 KAR 2:120. Section 3. General Requirements.

- (12) A fire drill shall be:
  - (a) Conducted during hours of operation at least monthly; and
  - (b) Documented.
- (13) An earthquake drill and a tornado drill shall be:
  - (a) Conducted during hours of operation at least quarterly; and
  - (b) Documented.

Findings:

General: Based on interview and review of documentation, this regulatory requirement was not met. A review of documents used to record monthly fire drills and quarterly earthquake and tornado drills found there was no documentation to verify the completion and required documentation of these drills from October 2018 to May of 2019. An interview with the staff person in charge found that the documentation is sent to their central office at the end of the school year.

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date