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Inspection Report

Provider Name: Hallis School	Provider Information	CLR No: L352868
Provider Address: 915 Murray Drive, Suites 342 - 354, Lexington, KY, 40505	Provider Type: LICENSED TYPE I	Capacity: 280
Owner(s): Hallis School, Inc.		Director(s): Ritchie, Tammy; Rayan, Regina

Inspection Type: Investigation	Inspection Information	Inspection No: 217226
Date Initiated: 09/29/2016 8:10 AM	Date Concluded: 09/29/2016 9:25 AM	
No. of Children Present: 76		

Inspection Report																															
Supervision	In Compliance																														
Staffing Requirements	Not In Compliance																														
40 - Ratios and Group Size	Not In Compliance																														
922 KAR 2:120. Section 2. Child Care Services. (2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows: <table border="1"> <thead> <tr> <th>Age of Children</th> <th>Ratio</th> <th>Maximum Group Size*</th> </tr> </thead> <tbody> <tr> <td>Infant</td> <td>1 staff for 5 children</td> <td>10</td> </tr> <tr> <td>Toddler</td> <td>1 staff for 6 children</td> <td>12</td> </tr> <tr> <td>Preschool-age 2 to 3 years</td> <td>1 staff for 10 children</td> <td>20</td> </tr> <tr> <td>Preschool-age 3 to 4 years</td> <td>1 staff for 12 children</td> <td>24</td> </tr> <tr> <td>Preschool-age 4 to 5 years</td> <td>1 staff for 14 children</td> <td>28</td> </tr> <tr> <td>School-age 5 to 7 years</td> <td>1 staff for 15 children</td> <td>30</td> </tr> <tr> <td>School-age 7 and older</td> <td>1 staff for 25 children</td> <td></td> </tr> <tr> <td>(for before and after school)</td> <td>1 staff for 20 children</td> <td>30</td> </tr> <tr> <td>(full day of care)</td> <td></td> <td>30</td> </tr> </tbody> </table> *Maximum Group Size shall be applicable only to Type I child-care centers.		Age of Children	Ratio	Maximum Group Size*	Infant	1 staff for 5 children	10	Toddler	1 staff for 6 children	12	Preschool-age 2 to 3 years	1 staff for 10 children	20	Preschool-age 3 to 4 years	1 staff for 12 children	24	Preschool-age 4 to 5 years	1 staff for 14 children	28	School-age 5 to 7 years	1 staff for 15 children	30	School-age 7 and older	1 staff for 25 children		(for before and after school)	1 staff for 20 children	30	(full day of care)		30
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Findings: General: Based on Observation and interview, this regulatory requirement was not met. The surveyor toured the facility with the staff person in charge during the visit and observed three (3) staff caring for a group of twenty-six (26) children in the two (2) - three (3) year old classroom. The youngest child in the group was two-years-old, making the maximum group size twenty (20) children. The facility exceeded the group size by six (6) children. The surveyor and the staff person in charge walked into the classroom at the same time as a staff person arriving at 8:30AM. At this time, staff began dividing the group by taking a group of children to the bathroom to wash their hands.																															
General Administration	In Compliance																														

Inspection Report	
Director Requirements	Not In Compliance
265 - Health, Safety, Comfort	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: (l) Provide for the health, safety, and comfort of each child;	
Findings: General: Based on Observation and interview, the director failed to provide for the safety of each child. The staff person in charge escorted this HSS on a tour of the facility during the visit. A very large rotating fan was observed sitting on a table in the preschool eating area and it was plugged into an outlet on the other side of the room with an extension cord. The fan was turned on and was pointed in the direction of an adjacent classroom. Children were not using the preschool eating area during the first walk-thru at 8:10AM; however, the surveyor walked through the room again at approximately 9:15AM and observed nine (9) preschool children eating breakfast in this room. The fan was still on and the electrical cord was stretched through the middle of the room in the space the children were using. The staff person in charge stated that the fan was being used to keep a few rooms cool because one (1) of their air conditioner units was not working and indicated that it had not been working for approximately three (3) weeks.	
Employee Records	Not In Compliance
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 and interview, this regulatory requirement was not met. The surveyor requested the file for a specific staff person during the investigation. The staff person in charge stated that this staff person was no longer employed at the facility and identified her last day as 9/12/16. The only documentation on file at the facility for this staff person was her educational documentation and her completed child abuse/neglect check (CAN); therefore, she did not have a complete file at the facility. It is important to note that administrative staff had difficulty identifying this person's hire date because it had not been documented. After reviewing facility time cards, the staff person in charge stated, "Guessing from the amount on her first paycheck, her first day would have been around the first of September". After this statement and after further review of facility time cards, the staff person in charge identified 9/1/16 as the staff person's hire date.	
Equipment	Not In Compliance
755 - Toys/Equipment/Furniture	Not In Compliance
922 KAR 2:120. Section 11. Toys and Furnishings. (1) All toys, equipment, and furniture contacted by a child shall be: (a) Kept clean and in good repair; and (b) Free of peeling, flaking, or chalking paint.	
Findings: General: Based on Observation and interview, the director failed to keep all equipment in good repair. The staff person in charge revealed during the investigation that one (1) of their air conditioner units was not working and indicated that it had not been working for approximately three (3) weeks. A very large rotating fan was being used to help cool some of the classrooms.	
Written Documentation	Not In Compliance
1130 - Confidentiality/Maintenance/Access	Not In Compliance
922 KAR 2:110. Section 3. Records. (2) A child-care center shall: (a) Maintain the confidentiality of a child's record; (b) Maintain all records for five (5) years; and (c) Provide the cabinet access and information in the completion of the investigation pursuant to KRS 620.030(4).	
Findings: General: Based on Review of Documentation and interview, the facility failed to maintain all records for five (5) years. The surveyor requested the file for a specific staff person during the investigation. The staff person in charge stated that this staff person was no longer employed at the facility and identified her last day as 9/12/16. The only documentation on file at the facility for this staff person was her educational documentation and her completed child abuse/neglect check (CAN); therefore, she did not have a complete file at the facility.	

Signature of Provider/Representative

Title

Date