



Andy Beshear
GOVERNOR

**CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL**

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Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Information		CLR No: L357254
Provider Name: Metcalfe Enrichment Center	Provider Type: LICENSED TYPE I	Capacity: 80
Provider Address: 770 Industrial Park, Edmonton, KY, 42129		Director(s): Cutler, Michelle
Owner(s): Community Action Of Southern Kentucky, Incorporated		
Inspection Information		Inspection No: 321754
Inspection Type: Renewal Application	Date Concluded: 06/29/2022 11:30 AM	
Date Initiated: 06/29/2022 9:15 AM	No. of Children Present: 13	

Inspection Report	
Background Checks	Not In Compliance
5 - Background check/left alone/dismissed/relocated	
Not In Compliance	
922 KAR 2:280. Section 3. Implementation and Enforcement. (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. (2) A child care staff member hired on or after April 1, 2018, shall: (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 (b) 1. Have submitted to the background checks required in accordance with this administrative regulation; 2. Not be left unsupervised with a child in care pending the completion of the background checks in accordance with this administrative regulation; and 3. Be dismissed or relocated from the residence if the person is found to have a disqualifying background check result.	
Findings:	
General: Based on review of the Kentucky National Background Check Service, the surveyor found the following:	
1. A staff (DOH: 06/21/21) submitted to fingerprints on 08/23/21 and became eligible for hire on 08/23/21; therefore, the staff person was hired prior to clearance for employment. The staff's file contained a completed Child Abuse/Neglect Background Check (CAN) dated 05/18/21 and a completed Criminal Records Background Check (CRC) dated 05/06/21. During interview, staff-in-charge stated that Central Office completed the background checks for the staff person. Staff-in-charge stated that the staff person has not worked alone with children. The surveyor did not observe the staff person at the child-care center on the day of the visit, 06/29/22. 2. A staff (DOH: 06/06/22) did not have a completed background check; therefore, the staff person was hired prior to clearance for employment. During interview, staff-in-charge stated that the staff person was the cook for the child-care center and does not supervise children. The surveyor did not observe the staff person to work alone with children. The staff's file contained a completed Child Abuse/Neglect Background Check dated 05/18/22 and a completed Criminal Records Background Check dated 05/16/22. Staff-in-charge stated that Food Services completed the background checks for the staff person. Staff-in-charge stated that she was not aware the staff person needed to submit to fingerprints.	
Supervision	In Compliance
Staffing Requirements	In Compliance

Inspection Report	
General Administration	Not In Compliance
225 - Licensee Responsibility	Not In Compliance
922 KAR 2:090. Section 8. General. (1) A licensee shall: (a) Be responsible for the operation of the child-care center pursuant to this administrative regulation, 922 KAR 2:120, and 922 KAR 2:280; and (b) Protect and assure the health, safety, and comfort of each child.	
Findings: General: Based on observation, the surveyor found the following: 1. A white bucket placed under the sink in the restroom in the Head Start Classroom located beside the Office was filled with paper towels and contained a yellow residue. 2. Two (2) brooms were hanging from a black rack on the wall in the restroom in the Head Start Classroom located beside the Office. The two (2) brooms were observed to fall off the rack when the surveyor touched them; therefore, the brooms were observed to not be secured. During interview, staff-in-charge stated that they had new hooks to put on the wall; however, they had not installed them yet. 3. A brown box that contained several rocks was placed on the floor beside the exit door in the Head Start Classroom located beside the Office. During interview, staff-in-charge stated that the children had used the rocks for a project recently.	
Director Requirements	In Compliance
Employee Records	Not In Compliance
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 that a staff's (DOH: 06/06/22) file did not contain documentation of a current TB skin test or a statement from a health professional stating that the adult was free from active tuberculosis. During interview, staff-in-charge stated that the staff person had a TB skin test scheduled.	
Programming	In Compliance
Premises	Not In Compliance
585 - 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 surveyor found the following: 1. A light brown build-up was on the sink around both faucets in the restroom located in the Head Start Classroom beside the Office; therefore, the sink was not kept clean. 2. Two (2) chrome paper towel holders located in the restroom in the Early Head Start Classroom by the Office contained a build up of dust/debris in the bottom of the holders; therefore, the paper towel holders were not kept clean. 3. One (1) of the toilets located in the restroom in the Early Head Start Classroom by the Office was observed to not be in working order. Staff-in-charge stated that the toilet needed new parts and would be repaired soon. 4. A black toilet paper dispenser placed in the first stall of the restroom in the Head Start Classroom located close to the main entrance contained dust in the bottom of the dispenser; therefore, the dispenser was not kept clean.	
695 - Toilet	Not In Compliance
922 KAR 2:120. Section 12. Toilet, Diapering, and Toiletry Requirements. (4) Each toilet shall: (a) Be kept in clean condition; (b) Be kept in good repair; (c) Be in a lighted room; and (d) Have ventilation to outside air.	
Findings: General: Based on observation, the surveyor found a yellow residue that appeared to be urine on the base of the toilet behind the toilet seat in the first stall of the restroom in the Head Start Classroom located beside the Office; therefore, the toilet was not kept clean.	
Hygienic Practices	In Compliance
First Aid/Medication	In Compliance

Inspection Report	
Outdoor Play Area	Not In Compliance
795 - Playground Conditions	Not In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (20) An outdoor play area shall be: (d) Safe from foreseeable hazard; (e) Well drained; (f) Well maintained; (g) In good repair; and (h) Visible to staff at all times.	
Findings: General: Based on observation, the surveyor found that the metal siding cut out around a white pipe coming out of the side of the child-care center building by the exit door on the playground appeared to contain sharp edges; therefore, the playground was not safe from foreseeable hazards.	
Equipment	In Compliance
Transportation	Not In Compliance
885 - Transportation Compliance	Not In Compliance
922 KAR 2:120. Section 14. Transportation. (1) A center shall document compliance with KRS Chapter 186 and 603 KAR 5:072 pertaining to: (a) Vehicles; (b) Drivers; and (c) Insurance.	
Findings: General: Based on review of documentation, the surveyor found the following: 1. Documentation of an annual inspection conducted for one (1) vehicle used to transport children was dated 06/21/21. During interview, staff-in-charge stated that an annual inspection of the vehicle had not been conducted and was scheduled to be conducted soon. 2. Documentation of an annual inspection conducted for one (1) vehicle used to transport children was dated 06/25/21. During interview, staff-in-charge stated that an annual inspection of the vehicle had not been conducted and was scheduled to be conducted soon.	
Kitchen Requirements	In Compliance
Food Service	In Compliance
Meal Planning/Center Provides Meals	In Compliance
Meal Planning/Center Does Not Provide Meals	In Compliance
Children's Records	Not In Compliance
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 found the following: 1. A child's (DOE: 04/01/22) file did not contain the name of each person who is designated in writing to pick-up the child. 2. A child's (DOE: 03/18/22) file did not contain the contact telephone number for the child's preferred hospital.	
Written Documentation	In Compliance
Posted Documentation	In Compliance
Animals	In Compliance

Signature of Provider/Representative

Title

Date