



**Andy Beshear**  
GOVERNOR

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

**Eric Friedlander**  
SECRETARY

**Melissa A. Moore, Director**  
Division of Regulated Child Care  
Northern Branch  
908 W. Broadway, 10-W  
Louisville, KY 40203

**Adam Mather**  
INSPECTOR GENERAL

Phone: (502) 595-5781 Fax: (502) 595-5773  
<https://chfs.ky.gov/agencies/os/oig>

**Inspection Report**

<b>Provider Name:</b> Cecilia Valley School Age Child Care Program	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L357411
<b>Provider Address:</b> 931 E Main St., Cecilia, KY, 42724		<b>Capacity:</b> 137
<b>Owner(s):</b> Hardin County Board Of Education		<b>Director(s):</b> Wood, Amy Danielle

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 293245
<b>Date Initiated:</b> 09/10/2020 1:00 PM	<b>Date Concluded:</b> 09/10/2020 2:45 PM	
	<b>No. of Children Present:</b> 28	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance
Employee Records	Not In Compliance

**390 - 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 interview and review of documentation, the staff in charge did not present verification that the personnel file for the employee with the hire date of 1/21/2020 contained a copy of a High school diploma, a GED or qualifying documentation from a comparable educational entity, or a Commonwealth Child Care Credential.

**405 - Adequate Substitute(s)** **Not In Compliance**

**922 KAR 2:090. Section 11. Staff Requirements.**  
**(6) Child-care centers shall have available in case of need:**  
**(a) One (1) qualified substitute staff person for a Type II child-care center; or**  
**(b) Two (2) qualified substitute staff persons for a Type I child-care center.**  
**(7) Each qualified substitute staff person shall:**  
**(a) Meet the staff requirements of this administrative regulation; and**  
**(b) Provide the required documentation to verify compliance with this administrative regulation.**

**Findings:**  
 General: Based on interview and review of documentation, the staff in charge did not provide verification that there were at least (2) qualified substitute staff persons. The staff presented only one (1) staff record for an identified substitute.

<b>Programming</b>	<b>In Compliance</b>
<b>Premises</b>	<b>In Compliance</b>

**Inspection Report**

<b>Hygienic Practices</b>	<b>In Compliance</b>
<b>First Aid/Medication</b>	<b>In Compliance</b>
<b>Outdoor Play Area</b>	<b>In Compliance</b>
<b>Equipment</b>	<b>In Compliance</b>
<b>Transportation</b>	<b>Not Applicable</b>
<b>Food Service/Food Program</b>	<b>In Compliance</b>
<b>Food Service</b>	<b>Not In Compliance</b>

**1130 - Menu** **Not In Compliance**

**922 KAR 2:120. Section 9. Food and Meal Requirements.**  
**(16) A weekly menu shall be:**  
**(a) Prepared;**  
**(b) Dated;**  
**(c) Posted in advance in a conspicuous place;**  
**(d) Kept on file for thirty (30) days; and**  
**(e) Amended in writing with any substitutions on the day the meal is served.**

**Findings:**

General: Based on interview and review of documentation, the staff in charge did not present verification that a menu had been completed and posted in a conspicuous place for review.

<b>Children's Records</b>	<b>In Compliance</b>
<b>Written Documentation</b>	<b>In Compliance</b>
<b>Posted Documentation</b>	<b>In Compliance</b>
<b>Animals</b>	<b>Not Applicable</b>
<b>Emergency Regulation</b>	<b>Not In Compliance</b>

**1250 - Emergency Regulation** **Not In Compliance**

**922 KAR 2:400E. Emergency Regulation.**  
**Due to the current declared public health emergency caused by the Novel Coronavirus Disease (COVID-19), licensed child care centers must operate under Centers for Disease Control and Prevention and public health guidelines, as mandated by 922 KAR 2:400E, to prevent the spread of COVID-19.**

**Findings:**

General: Based on interview and review of documentation, the center failed to comply with the regulatory requirements specific to the current pandemic as established in 922 KAR 2:405e.

1.) The staff in charge did not provide verification that the center maintained a cleaning plan.

2.) Based on observation there were twenty-two (22) children present, exceeding the current maximum group size. The children ranged in age from four (4) to eleven (11) years of old. The children were sitting at desks without a wall/barrier between groups.

Signature of Provider/Representative

Title

Date