



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
Western Branch
901 B South Main Street
Hopkinsville, KY 42240
Phone: (270) 889-6052 Fax: (270) 889-6089
<https://chfs.ky.gov/agencies/os/oig>

Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Millbrooke Elementary Child Care Services	Provider Information Provider Type: LICENSED TYPE I	CLR No: L357781
Provider Address: 415 Millbrooke Drive, Hopkinsville, KY, 42240		Capacity: 200
Owner(s): Christian County Board Of Education		Director(s): Wharton, Laurie Ann

Inspection Type: Renewal Application	Inspection Information	Inspection No: 219075
Date Initiated: 03/22/2017 1:50 PM	Date Concluded: 03/22/2017 3:45 PM	
	No. of Children Present: 108	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance
Employee Records	Not In Compliance
300 - Background checks/left alone	Not In Compliance

922 KAR 2:090. Section 6. License Issuance.

(5) An individual described in subsection (4) of this section shall:

(a) Submit to background checks described in paragraph (b) of this subsection;

(b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:

1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;
2. Criminal records check required by KRS 199.896(19);
3. Criminal records check for any previous state of residence if the person resided outside the state of Kentucky in the last five (5) years; and
4. An address check of the Sex Offender Registry; and

(c) Not be left alone in the presence of a child until copies of the background checks in accordance with paragraph (b) of this subsection have been received by the licensee.

Findings:

General: Based on review of documentation and interview, caregivers hired 10/17/16 and 08/25/16, were employed past the ninety (90) days and did not have a completed criminal records checks on file. In addition, a caregiver hired 08/09/16, live in Tennessee within the past five (5) years but did not have an out of state background check on file. These caregivers did not supervise children alone.

315 - Educational Requirements

Not In Compliance

922 KAR 2:110. Section 5. 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 review of documentation and interview, a caregiver hired 08/09/16, did not have education verification on file.

Inspection Report	
Programming	In Compliance
Premises	In Compliance
Hygienic Practices	Not In Compliance
595 - Child Personal Care/Handwashing	Not In Compliance
922 KAR 2:120. Section 3. General Requirements. (4) A child shall: (a) Be helped with personal care and cleanliness based upon their developmental skills; and (b) Wash his or her hands with liquid soap and warm running water: 1. a. Upon arrival at the center; or b. Within thirty (30) minutes of arrival for school-age children; 2. Before and after eating or handling food; 3. After toileting or diaper change; 4. After handling animals; 5. After wiping or blowing nose; 6. After touching items soiled with body fluids or wastes; and 7. After outdoor or indoor play time.	
Findings: General: Based on observation and interview, twenty-two (22) school age children did not wash their hands after they ate their afternoon snack.	
First Aid/Medication	In Compliance
Outdoor Play Area	In Compliance
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, a chain was detached and dangled from the climber on the outdoor jungle gym.	
Transportation	Not Applicable
Food Service	In Compliance
Children's Records	Not In Compliance
1070 - Immunization	Not In Compliance
922 KAR 2:110. Section 3. Records. (1) A child-care center shall maintain: (a) A current immunization certificate for each child in care within thirty (30) days of the child's enrollment, unless an attending physician or the child's parent objects to the immunization of the child pursuant to KRS 214.036;	
Findings: General: Based on review of documentation and interview, a child enrolled 08/09/16, had an immunization certificate which was valid until 08/03/16, and had written notation on the immunization that the child's D-tap and polio were expired. Also, a child enrolled 08/09/16, had an immunization certificate which was valid until 07/16/14.	
Written Documentation	Not In Compliance
1120 - Fire Drills	Not In Compliance
922 KAR 2:110. Section 3. Records. (1) A child-care center shall maintain: (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, a fire drill was practiced in February 2017 but the names of the children who participated, the time and the date were not documented.	
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, seventeen (17) school age children's allergy information was posted on the parent board in plain view for public inspection.	

Inspection Report

1140 - Fire Drills

Not In Compliance

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

(12) A fire drill shall be conducted during hours of operation:

- (a) At least monthly; and
- (b) Documented.

Findings:

General: Based on interview, the site director stated the fire drill was conducted for the month of February 2017 but was not documented.

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date