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GOVERNOR

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

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SECRETARY

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INSPECTOR GENERAL

Inspection Report

Provider Name: Weekday Ministries Program	Provider Information	License No: L353532
Provider Address: 1400 South Main Street, Hopkinsville, KY, 42240	Provider Type: LICENSED TYPE I	Capacity: 96
Owner(s): BOARD OF TRUSTEES OF THE FIRST BAPTIST CHURCH OF HOPKINSVILLE, KENTUCKY		Director(s): Oliver, Martha Gail

Inspection Type: Investigation	Inspection Information	Inspection No: 138766
Visit Start Date: 12/22/2014 1:00 PM	Visit End Date: 12/22/2014 3:45 PM	
	No. of Children Present: 35	

Inspection Report

Supervision

5 - Children Supervised

In Compliance

922 KAR 2:120. Section 2. Child Care Services.

- (3)(a) Each center shall maintain a child-care program that assures each child will be:
1. Provided with adequate supervision at all times by a qualified staff person who:
 - a. Ensures the child is within scope of vision and range of voice; or
 - b. For a school-age child, within scope of vision or range of voice;

Staffing Requirements

40 - Ratios and Group Size

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:

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) 30

1 staff for 20 children

(full day of care) 30

*Maximum Group Size shall be applicable only to Type I child-care centers.

Inspection Report

General Administration

80 - Comply with regulations

Not In Compliance

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

- (11) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:
- (e) Comply with provisions of this administrative regulation, 922 KAR 2:110, and 922 KAR 2:120;

Findings:

General: Based on review of documentation, the center's Child Abuse/Neglect reporting policy stated, "The teacher or employee responsible for this evidence, or intention of abuse/neglect they are to report it immediately to the Director. If the employee is not satisfied with the decision or actions of the Director they are allowed, after work hours, to go further with the case and make their own personal call in about the offense." The center's child abuse/neglect policy does not meet the requirements in accordance with KRS 620.030, which states any person who knows or has reasonable cause to believe a child has been abused/neglected shall immediately report, in writing or oral, to the cabinet or proper law authorities.

115 - Reports to Cabinet

Not In Compliance

922 KAR 2:110. Section 6. Reports.

- (1) The following shall be reported to the cabinet or designee and other agencies specified in this section within twenty-four (24) hours from the time of discovery:
- (a) Communicable disease, which shall also be reported to the local health department pursuant to KRS 214.010;
 - (b) An accident or injury to a child that requires medical care;
 - (c) An incident that results in legal action by or against the child-care center that:
 - 1. Affects a child or staff person; or
 - 2. Includes the center's discontinuation or disqualification from a governmental assistance program due to fraud or abuse;
 - (d) An incident involving fire or other emergency, including a vehicular accident when the center is transporting a child receiving child care services; or
 - (e) A report of child abuse or neglect that:
 - 1. Has been accepted by the cabinet in accordance with 922 KAR 1:330; and
 - 2. Names a director, employee, volunteer, or person with supervisory or disciplinary control over, or having unsupervised contact with a child in care as the alleged perpetrator.

Findings:

General: Based on a review of documentation and interview, the center failed to notify the Division of Regulated Child Care (DRCC) within twenty-four hours of the alleged incident of suspected child abuse or neglect that had been accepted by the Department for Community Based Services (DCBS). Interview determined a caregiver reported a suspected case of child abuse to the director, July 2014. The director notified the parent instead of reporting the incident to the cabinet. The caregiver reported the incident, on her own, the following weekend. DCBS conducted an investigation and determined the findings were unsubstantiated but the center failed to notify DRCC of the investigation.

Director Requirements

250 - Staff Management/Policy Development/Supervision

In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

- (1) Effective with the adoption of this administrative regulation, a director shall:
- (e) Manage the staff in their individual job descriptions;
 - (f) Develop child-care center plans, policies, and procedures;
 - (g) Supervise staff conduct to ensure implementation of program policies and procedures;

265 - Health, Safety, Comfort

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;

Signature of
Provider/Representative

Title

Date