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**Inspection Report**

|  |                                       |   |
|--|---------------------------------------|---|
| <b>Provider Name:</b> The Centenary School                           | <b>Provider Information</b>           | <b>CLR No:</b> L353863  |
| <b>Provider Address:</b> 2800 Tates Creek Road, Lexington, KY, 40502 | <b>Provider Type:</b> LICENSED TYPE I | <b>Capacity:</b> 319  |
| <b>Owner(s):</b> Centenary United Methodist Church, Inc.             |                                       | <b>Director(s):</b> Hacker, Tobia Michele;<br>Beuscher, Susan |

|   |  |                              |
|---|--|------------------------------|
| <b>Inspection Type:</b> Renewal Application | <b>Inspection Information</b>              | <b>Inspection No:</b> 241802 |
| <b>Date Initiated:</b> 10/25/2017 9:00 AM   | <b>Date Concluded:</b> 10/25/2017 11:30 AM |                              |
|   | <b>No. of Children Present:</b> 159        |                              |

| Inspection Report   |                          |
|---|--------------------------|
| <b>Supervision</b>  | <b>In Compliance</b>     |
| <b>Staffing Requirements</b>  | <b>In Compliance</b>     |
| <b>General Administration</b>   | <b>In Compliance</b>     |
| <b>Director Requirements</b>  | <b>Not In Compliance</b> |
| <b>265 - Health, Safety, Comfort</b>  | <b>Not In Compliance</b> |
| <b>922 KAR 2:110. Section 4. Director Requirements and Responsibilities.</b>  |                          |
| <b>(1) Effective with the adoption of this administrative regulation, a director shall:</b>   |                          |
| <b>(l) Provide for the health, safety, and comfort of each child;</b>   |                          |
| <b>Findings:</b>  |                          |
| General: Based on Observation, the cord to a lamp on a window sill in Room 215 was hanging down and accessible to the children in care. |                          |

**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, staff hired before school started did not have evidence of hire date in file. Staff stated that they believe it was on 08/15/2017.

**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, staff hired on 05/26/2017 did not have proof of education on file.

**320 - TB Verification**

**Not In Compliance**

**922 KAR 2:110. Section 5. 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, staff hired on 08/08/2017 and 09/06/2017 had a TB test on file but the date was dated for after date of hire (08/10/2017 and 09/07/2017)

**340 - Training**

**Not In Compliance**

**922 KAR 2:110. Section 5. Staff Requirements.**

**(14) In accordance with KRS 199.896(15) and (16), a staff person with supervisory authority over a child shall complete the following:**

- (a) Six (6) hours of cabinet-approved orientation within the first three (3) months of employment;**
- (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment, including one and one-half (1 ½) hours of pediatric abusive head trauma training; and**
- (c) Fifteen (15) hours of cabinet-approved early care and education training during each subsequent year of employment, including one and one-half (1 ½) hours of pediatric abusive head trauma training completed once every five (5) years.**

**Findings:**

General: Based on Review of Documentation, the following was found: 1. Staff hired on 03/02/2015 and 09/15/2014 did not have proof of adequate number of training hours. A review of ECE-TRIS records supports the information found during the survey.  
 2. Staff hired on 09/14/2016 completed PAHT training, however it was late (10/08/2017). A review of ECE-TRIS records supports the information found during the survey.  
 3. Staff hired on 08/21/2015 and 08/26/2016 did not have proof of orientation training in file. A review of ECE-TRIS records supports the information found during the survey.  
 4. Staff hired on 05/26/2017 had orientation of file but was dated 09/30/2017 making it late. A review of ECE-TRIS records supports the information found during the survey.

**Inspection Report**

**Programming**

**Not In Compliance**

**440 - Two Hour Limit - Rest Time**

**Not In Compliance**

**922 KAR 2:120. Section 6. Sleeping and Napping Requirements.**

**(4) Rest time shall not exceed two (2) hours for a preschool-age child unless the child is attending the child-care center during nontraditional hours.**

**Findings:**

General: Based on Review of Documentation, the posted classroom schedule in Room 153 indicated that nap time was from 12:30 p.m. to 3:00 p.m. This exceeds the two (2) hour rest time limit.

**Premises**

**Not In Compliance**

**460 - Inaccessible Items**

**Not In Compliance**

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

**(7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care:**

- (a) Toxic cleaning supplies, poisons, and insecticides;**
- (b) Knives and sharp objects;**
- (c) Matches, cigarettes, lighters, and flammable liquids;**
- (d) Plastic bags;**
- (e) Litter and rubbish;**
- (f) Bar soap; and**
- (g) Personal belongings and medications of staff.**

**Findings:**

General: Based on Observation, there were several large push-pins and a small paper slicer in a lower drawer in Room 215. These items were accessible to the children in care.

**515 - Protected Openings**

**Not In Compliance**

**922 KAR 2:120. Section 4. Premises Requirements.**

**(8) An opening to the outside shall be effectively protected against the entrance of vermin by:**

- (a) Self-closing doors;**
- (b) Closed windows;**
- (c) Screening;**
- (d) Controlled air current; or**
- (e) Other effective means.**

**Findings:**

General: Based on Observation, one of the windows in Room 155 was open at the time of the survey. There was no screen or barrier in place to prevent the entrance of vermin into the facility.

**520 - Floors, Walls, Ceilings**

**Not In Compliance**

**922 KAR 2:120. Section 4. Premises Requirements.**

**(9) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned.**

**Findings:**

General: Based on Observation, the outlet plate cover in the bathroom in Room 155 was missing.

**Hygienic Practices**

**In Compliance**

**First Aid/Medication**

**Not In Compliance**

**670 - Medication**

**Not In Compliance**

**922 KAR 2:120. Section 7. First Aid and Medicine.**

**(6) Medication, including refrigerated medication, shall be:**

- (a) Stored in a separate and locked place, out of the reach of a child;**
- (b) Kept in the original bottle; and**
- (c) Properly labeled.**

**(7) Medication shall not be given to a child if the expiration date on the bottle has passed.**

**Findings:**

General: Based on Observation, there was a bottle of prescription cough medicine in a child's cubbie in Room 156. The bottle was removed by a staff person and placed in an unlocked cabinet.

**Outdoor Play Area**

**In Compliance**

**Equipment**

**In Compliance**

**Transportation**

**Not Applicable**

**Inspection Report**

**Food Service**

**Not In Compliance**

**960 - Bottles**

**Not In Compliance**

**922 KAR 2:120. Section 8. Kitchen Requirements.**

**(9) Bottles shall be:**

- (a) Individually labeled;**
- (b) Promptly refrigerated;**
- (c) Covered when not in use; and**
- (d) Consumed within one (1) hour of being heated or removed from the refrigerator.**

**Findings:**

General: Based on Observation, there were five (5) bottles in the refrigerator in Room 144 that were not individually labeled with a child's name.

**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, it was found that one (1) child's file out of ten (10) children's files reviewed contained an immunization certificate that did not have an expiration date. Therefore it could not be verified that the child was up to date on immunizations.

**1075 - Enrollment Information**

**Not In Compliance**

**922 KAR 2:110. Section 3. 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 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 situation 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, it was found that one (1) child's file out of ten (10) children's files reviewed did not contain information regarding the parent's preferred hospital.

**Written Documentation**

**Not In Compliance**

**1095 - Daily Attendance Records**

**Not In Compliance**

**922 KAR 2:110. Section 3. Records.**

**(1) A child-care center shall maintain:**

- (c) Daily attendance records documenting the arrival and departure time of each child, including records that are required in accordance with 922 KAR 2:160, Section 13, if a child receives services from the child-care center through the Child Care Assistance Program;**

**Findings:**

General: Based on Review of Documentation, the following was found: 1. There were fourteen (14) children present in Room 156, however, only twelve (12) children had been signed in on the attendance form. 2. There were eleven (11) children present in Room 154, however, only ten (10) children had been signed in on the attendance form.

**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 Review of Documentation, it was found that the fire drill documentation did not contain evidence of a fire drill being conducted during the month of September 2017.

**Inspection Report**

**Posted Documentation**

**Not In Compliance**

**1155 - Posting Requirements**

**Not In Compliance**

**922 KAR 2:110. Section 2. General.**

**(7) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:**

- (a) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;**
- (b) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;**
- (c) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;**
- (d) A description of services provided by the child-care center, including:
  - 1. Current rates for child care; and**
  - 2. Each service charged separately and in addition to the basic rate for child care;****
- (e) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and**
- (f) Daily schedule.**

**Findings:**

General: Based on Observation, it was found that the statement of deficiencies issued and the plan of correction submitted for the 2016 relicensure survey was not posted in the facility.

**Animals**

**Not Applicable**

Signature of Provider/Representative

Title

Date