



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

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| Provider Name: Middletown Elementary Childcare Enrichment Program | Provider Information Provider Type: LICENSED TYPE I | CLR No: L354347 |
| Provider Address: 218 North Madison Avenue, Louisville, KY, 40243 | | Capacity: 250 |
| Owner(s): The Young Mens Christian Association Of Greater Louisville | | Director(s): Davis, Karen Michelle |

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| Inspection Type: Renewal Application | Inspection Information | Inspection No: 246712 |
| Date Initiated: 09/20/2018 7:15 AM | Date Concluded: 09/20/2018 9:10 AM | |
| | No. of Children Present: 45 | |

| Inspection Report | |
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| Background Checks | Not In Compliance |
| 5 - Background check/left alone/dismissed/relocated | Not In Compliance |
| <p>922 KAR 2:280. Section 3. Implementation and Enforcement.</p> <p>(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.</p> <p>(2) A child care staff member hired on or after April 1, 2018, shall:</p> <p>(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</p> <p>(b) 1. Have submitted to the background checks required in accordance with this administrative regulation;</p> <p>2. Not be left unsupervised with a child in care pending the completion of the background checks in accordance with this administrative regulation; and</p> <p>3. Be dismissed or relocated from the residence if the person is found to have a disqualifying background check result.</p> <p>Findings:</p> <p>General: Based on review of documentation, interview, and observation, the child care center failed to assure compliance with background checks. Upon request, the staff in charge did not provide verification that a staff member with an unknown hire date had completed the background checks required in accordance with this administrative regulation and found to have no disqualifying offense prior to becoming a child care staff member. The above-mentioned staff member was observed working alone, intermittently, with ten (10) children ranging in age from five to seven-years-old, from 07:15 a.m. to 09:00 a.m.</p> | |
| Supervision | In Compliance |
| Staffing Requirements | In Compliance |
| General Administration | Not In Compliance |
| 155 - Liability Insurance | Not In Compliance |
| <p>922 KAR 2:090. Section 6. License Issuance.</p> <p>(8) To qualify for a preliminary license, or maintain a regular license, a child-care center shall:</p> <p>(d) Provide written proof of liability insurance coverage of at least \$100,000 per occurrence;</p> <p>Findings:</p> <p>General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, the staff in charge did not present verification that the child care center maintained a current copy of liability insurance coverage. Review of the documentation presented revealed the certificate expired 07/01/2018.</p> | |

Inspection Report

180 - Plan of Correction/15 days

Not In Compliance

922 KAR 2:090. Section 14. Statement of Deficiency and Corrective Action Plans.

(2) Except for a violation posing an immediate threat as handled in accordance with KRS 199.896(5)(c), a child-care center shall submit a written corrective action plan to the cabinet or its designee within fifteen (15) calendar days of the date of the statement of deficiency to eliminate or correct the regulatory violation.

Findings:

A PLAN OF CORRECTION WAS DUE ON 10/15/2018 AND AS OF 10/26/2018, THE PLAN OF CORRECTION HAS NOT BEEN RECEIVED.

Director Requirements

In Compliance

Employee Records

Not In Compliance

385 - Personnel File

Not In Compliance

922 KAR 2:090. Section 9. 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. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and
5. The results of background checks conducted in accordance with 922 KAR 2:280;

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the staff in charge did not provide verification that an employee with a unknown date of hire had a personnel file to include: name, address, date of birth, and date of employment, proof of educational qualifications, Tb test results, and background checks.

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 review of documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the staff in charge did not present verification that an employee with an unknown hire date obtained a copy of a High school diploma: or a GED or qualifying documentation from a comparable educational entity or Commonwealth Child Care Credential.

395 - 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 and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the staff in charge did not present verification that an employee with an unknown hire date obtained a current copy of a statement from a health professional that the individual is free of active tuberculosis; or a copy of negative tuberculin results. Continued review of personnel records revealed the employee with the hire date of 08/10/16 did not have a current TB documentation.

410 - Training

Not In Compliance

922 KAR 2:090. Section 11. Staff Requirements.

(16) 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 1/2) hours of cabinet-approved 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 1/2) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the staff in charge did not present verification that an employee with the hire date of 04/04/2013 had met the requirement of updating thier pediatric abusive head trauma training. Review of documentation in the ECE-TRIS training system revealed the staff member listed above had not met the requirement.

Programming

In Compliance

Premises

In Compliance

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Inspection Report

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| Equipment | In Compliance |
| Transportation | In Compliance |
| Food Service/Food Program | In Compliance |
| Food Service | In Compliance |
| Children's Records | In Compliance |
| Written Documentation | Not In Compliance |

1165 - Staff Schedule **Not In Compliance**

922 KAR 2:090. Section 9. Records.
(1) A child-care center shall maintain:
(d) A written schedule of staff working hours;

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request, the staff in charge did not present verification of a current written schedule of staff working hours that included the current employees.

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| Posted Documentation | In Compliance |
| Animals | In Compliance |

Signature of Provider/Representative

Title

Date