



**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> Locust Grove Elementary Lions' Pride	<b>Provider Information</b>	<b>CLR No:</b> L358913
<b>Provider Address:</b> 1231 East Highway 22, Crestwood, KY, 40014	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 200
<b>Owner(s):</b> Oldham County Board Of Education		<b>Director(s):</b> Shonz, Jennifer Marie

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 217811
<b>Date Initiated:</b> 11/15/2016 2:00 PM	<b>Date Concluded:</b> 11/15/2016 6:00 PM	
	<b>No. of Children Present:</b> 113	

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, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of presented staff files revealed a child abuse or neglect check (CAN) had not been submitted by the end of the fifth working day for a staff with the hire date 8/1/16. Interview with the director revealed the staff member never worked alone with children until the CAN check was returned with cleared findings.

**Inspection Report**

**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, and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Review of presented staff files revealed two (2) staff members with the hire dates 8/10/14 and 8/1/16 did not have verification of the completion of the six (6) hours of cabinet-approved orientation training. Continued review of presented staff files revealed six (6) staff members with the hire dates 4/1/11, 8/1/15, 8/10/14, 10/1/08 and 9/4/12 did not have fifteen (15) hours of cabinet-approved early care and education training. Review of the ECE TRIS report verified the training hours were not completed. Interview with the director revealed she was unable to locate the documents at the time of the survey.

<b>Programming</b>	<b>In Compliance</b>
<b>Premises</b>	<b>In Compliance</b>
<b>Hygienic Practices</b>	<b>In Compliance</b>
<b>First Aid/Medication</b>	<b>In Compliance</b>
<b>Outdoor Play Area</b>	<b>Not In Compliance</b>

**700 - Fences**

**Not In Compliance**

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

**(23) Fences shall be:**

- (a) Constructed of safe material;**
- (b) Stable; and**
- (c) In good condition.**

**Findings:**

General: Based on Observation, and interview, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. Observation of the playground fence revealed a fence post that was not secured and moved if touched. Continued observation of the playground fence revealed a gate that was leaning into the play area. Interview with the director revealed this deficiency is in the process of being addressed.

<b>Equipment</b>	<b>In Compliance</b>
<b>Transportation</b>	<b>In Compliance</b>
<b>Food Service</b>	<b>Not In Compliance</b>

**1050 - 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 Review of Documentation, the child care center failed to maintain food service in accordance with regulatory requirements. Review of presented posted documentation the child care center did not have a completed dated menu posted in a conspicuous place at the time of the survey.

<b>Children's Records</b>	<b>In Compliance</b>
<b>Written Documentation</b>	<b>Not In Compliance</b>

**1085 - Evacuation Plan**

**Not In Compliance**

**922 KAR 2:090. Section 5. Evacuation Plan.**

**(1) A licensed child-care center shall have a written evacuation plan in the event of a fire, natural disaster, or other threatening situation that may pose a health or safety hazard for a child in care in accordance with KRS 199.895.**

**Findings:**

General: Based on Review of Documentation, and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of presented documentation revealed there was not an evacuation plan for review. Interview with the director revealed she was in the process of addressing the deficiency.

Inspection Report

1115 - Earthquake/Tornado Drills

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;

Findings:

General: Based on Review of Documentation, and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Review of the earthquake and tornado drill form revealed the child care center did not present written documentation of the earthquake and tornado drill conducted for the third quarter of 2015. Interview with the staff in charge revealed the earthquake and tornado drills had been conducted for the third quarter of 2015, but was not documented with the date, time and the names of the children who participated.

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date