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**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> 242178
<b>Date Initiated:</b> 11/16/2017 2:38 PM	<b>Date Concluded:</b> 11/16/2017 5:32 PM	
	<b>No. of Children Present:</b> 125	

Inspection Report	
Supervision	Not In Compliance
<b>5 - Children Supervised</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 2. Child Care Services.</b>  <b>(3)(a) Each center shall maintain a child-care program that assures each child will be:</b>  <b>1. Provided with adequate supervision at all times by a qualified staff person who:</b>  <b>a. Ensures the child is within scope of vision and range of voice; or</b>  <b>b. For a school-age child, within scope of vision or range of voice;</b></p> <p><b>Findings:</b>            General: Based on observation and interview, the child care center failed to maintain adequate supervision in accordance with regulatory requirements. Observation revealed three (3) school aged children sitting alone at a table, having snack, unsupervised while in the cafeteria. Approximately five (5) minutes later, a staff member entered into the cafeteria and joined the children. Interview revealed the aforementioned staff member was the responsible staff member for the children. The staff member stated the children had just left the gym and she was following behind them.</p>	
Staffing Requirements	Not In Compliance
<b>35 - Adequate Adults/Qualified Staff</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:110. Section 5. Staff Requirements.</b>  <b>(10) The minimum number of adult workers in a child-care center shall be sufficient to ensure that:</b>  <b>(a) Minimum staff-to-child ratios in accordance with 922 KAR 2:120 are followed;</b>  <b>(b) Each staff person under eighteen (18) years of age and each student trainee are under the direct supervision of a qualified staff person who meets the requirements of this section; and</b>  <b>(c) Unless providing care with a qualified staff person, a person under the age of eighteen (18) shall not be counted as staff for the staff-to-child ratio.</b></p> <p><b>Findings:</b>            General: Based on observation and review of documentation, the child care center failed to maintain staffing requirements. Observation revealed a qualified staff member walking in and out of the room intermittently, leaving a seventeen (17) year old staff member to supervise a group of twenty-one (21) children ranging in age from seven (7) years to eight (8) years alone. A seventeen (17) year old staff member was observed supervising, alone, three (3) children ranging in age from six (6) years to seven (7) years for approximately 4 minutes. Review of documentation revealed the staff members' ages.</p>	

**40 - Ratios and Group Size**

**Not 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.**

**Findings:**

General: Based on observation and interview, the child care center failed to maintain staffing requirements. Observation revealed a staff member supervising eighteen (18) children ranging in age from five (5) years to seven (7) years. Interview with the staff member revealed he was the sole caregiver for the designated children.

**General Administration**

**In Compliance**

**Director Requirements**

**Not In Compliance**

**265 - Health, Safety, Comfort**

**Not 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;**

**Findings:**

General: Based on observation and interview, the child care center director failed to assure compliance with regulatory requirements. Numerous groups of school aged children were observed receiving care in the cafeteria with designated staff for each specified group. Several group staff members failed to be aware of the number of children in their specific group. Each staff member consulted a written list of children when asked for the number in their group. Several of the staff failed to have an accurate written account of the actual number of children in attendance. The staff members did not ensure that the number of children present was the same as the number on their written attendance form.

**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 files in accordance with regulatory requirements. A staff with a hire date of 9/10/16, failed to have results from a CRC contained in the file. Further review revealed the staff member noted on the CAN that residency in the states of Maryland and Tennessee occurred within the past five (5) years. No out of state background checks were presented for review.

**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, the child care center failed to maintain employee records in accordance with regulatory requirements. A review of documentation revealed files for staff members with the hire dates of 11/7/17 and 9/8/17 failed to have documentation of a high school diploma, GED, or qualifying documentation from a comparable educational entity or a Commonwealth Child Care Credential.

Inspection Report

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, the child care center failed to maintain employee records in accordance with regulatory requirements. A review of documentation revealed that files for staff members with hire dates of 11/7/17, 11/13/17, 9/11/17, 9/11/17 and 4/4/17 failed to have negative results from a tuberculin test or a written statement from a health care professional stating the individual is free of tuberculosis.

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

Findings:

General: Based on review of documentation, the child care center failed to maintain the employee files in accordance with regulatory requirements. A review of documentation revealed staff members with hire dates of 4/1/11, 8/1/08 and 8/1/15 failed to have documentation showing 15 hours of cabinet approved training contained in the file.

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, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. Observation revealed no handwashing prior to entering into an activity after eating a snack.

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

Not In Compliance

800 - Transportation Notification/Full Coverage Insurance

Not In Compliance

922 KAR 2:120. Section 12. Transportation.

- (3) Prior to transporting a child, a center providing transportation services of a child shall notify the cabinet or its designee in writing of the:
  - (d) Full insurance coverage for each vehicle;

Findings:

General: Based on review of documentation and interview, the child care center failed to comply with regulatory requirements regarding transportation. A review of documentation revealed the transportation insurance was valid 7/1/17 to 8/10/17, thereby the insurance was no longer current. Interview with the staff in charge revealed she agreed the insurance appeared to be no longer current.

Food Service

In Compliance

Inspection Report

Children's Records

Not In Compliance

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, the child care center failed to maintain children's records in accordance with regulatory requirements. Children's records revealed two (2) children enrolled on 08/16/17 failed to have a physician's name and number listed to enable a staff in charge to contact. The file also failed to have a preferred hospital listed. A file for a child enrolled on 07/28/17 failed to have the name of each person who is designated in writing to pick up the child. A file for a child enrolled on 07/27/17 failed to have a contact person's name and number to be contacted in an emergency situation.

Written Documentation

In Compliance

Posted Documentation

In Compliance

Animals

In Compliance

Signature of Provider/Representative

Title

Date