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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> 246740
<b>Date Initiated:</b> 10/10/2018 2:14 PM	<b>Date Concluded:</b> 10/10/2018 4:25 PM	
	<b>No. of Children Present:</b> 119	

Inspection Report	
Background Checks	Not In Compliance
<b>5 - Background check/left alone/dismissed/relocated</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:280. Section 3. Implementation and Enforcement.</b></p> <p><b>(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.</b></p> <p><b>(2) A child care staff member hired on or after April 1, 2018, shall:</b></p> <p><b>(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</b></p> <p><b>(b) 1. Have submitted to the background checks required in accordance with this administrative regulation;</b></p> <p><b>2. Not be left unsupervised with a child in care pending the completion of the background checks in accordance with this administrative regulation; and</b></p> <p><b>3. Be dismissed or relocated from the residence if the person is found to have a disqualifying background check result.</b></p>	
<b>Findings:</b>	
<p>General: Based on review of documentation and interview, the child care center failed to comply with regulations for background checks. Review of presented staff files and the KARES surveyor report revealed a staff member with the hire date of 09/01/2017 did not have a determination of clearance from the Kentucky National Background Check Program (NBCP) for fingerprinting.</p> <p>Review of presented staff files and the KARES surveyor report revealed the records did not contain an eligible determination of clearance from the Kentucky National Background Check Program (NBCP) for five (5) staff members with the hire dates; 09/01/2016, 09/01/2013, 10/01/2012, 07/01/2018, 08/01/2017.</p> <p>Review of presented staff files and the KARES surveyor report revealed the records did not contain a submission for and request of clearance from the Kentucky National Background Check Program (NBCP) for the following five (5) staff members with the hire dates; 08/01/2016, 09/10/2016, 06/01/2017, 11/01/2017, and 08/01/2015.</p> <p>Interview with the director revealed the requested documentation was unavailable at the time of survey.</p>	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>

**Inspection Report**

**General Administration**

**Not In Compliance**

**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 11/07/2018 AND AS OF 11/28/2018, THE PLAN OF CORRECTION HAS NOT BEEN RECEIVED.

**Director Requirements**

**Not In Compliance**

**370 - Parental/Family Involvement Activity**

**Not In Compliance**

**922 KAR 2:090. Section 10. Director Requirements and Responsibilities.**

**(1) A director shall:**

**(p) Coordinate at least one (1) annual activity involving parental or family participation;**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to comply with regulations regarding written documentation. Review of documentation revealed there was no presented evidence of an annual activity involving parental or family participation. Interview with the director revealed the requested documentation was unavailable at the time of survey.

**Employee Records**

**Not In Compliance**

**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 regulations. Review of staff files revealed files for three (3) staff members with the hire dates of 08/01/2018, 06/01/2017, and 08/15/2018 that did not contain proof of education documentation (high school diploma, GED, or Commonwealth Child Care Credential). Interview with the director revealed this information was not available at the time of survey.

**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 regulations. Review of staff files revealed the files for four (4) staff members with the hire dates of 09/10/2016, 08/01/2018, 08/15/2018, and 06/1/2017 failed to have record of a tuberculin results or a statement from a health professional that the individual is free of active tuberculosis. Interview with the director revealed this information was unavailable at the time of survey.

**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 ½) 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 ½) 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 regulations. Review of staff files revealed two (2) staff members with the hire dates of 11/01/2017 and 06/01/2017 had not completed state approved orientation training. Review of staff files and ECE-TRIS report revealed the fifteen (15) hours of cabinet approved training was not presented for review at the time of survey for eight (8) staff members with the hire dates of 09/10/2016, 09/01/2016, 11/01/2017, 09/01/2013, 10/01/2012, 08/09/2008, 09/01/2017, and 08/01/2015. Interview with the director revealed this documentation was not on file at the time of survey.

**Programming**

**In Compliance**

**Premises**

**In Compliance**

**Hygienic Practices**

**In Compliance**

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**In Compliance**

**Inspection Report**

**Equipment**

**Not In Compliance**

**815 - Toys/Furniture**

**Not In Compliance**

**922 KAR 2:120. Section 11. Toys and Furnishings.**

- (1) All toys and furniture contacted by a child shall be:**
  - (a) Kept clean and in good repair; and**
  - (b) Free of peeling, flaking, or chalking paint.**

**Findings:**

General: Based on observation, the child care center failed to comply with regulations regarding equipment. In the foyer there was a red and a blue couch that was torn and tattered on the arms exposing fabric at the seams.

**Transportation**

**Not In Compliance**

**960 - Children's Transportation Records**

**Not In Compliance**

**922 KAR 2:120. Section 12. Transportation.**

- (17) Transportation services provided shall:**
  - (a) Be recorded in writing and include:**
    - 1. The first and last name of the child transported; and**
    - 2. The time each child gets on and the time each child gets off;**
  - (b) Be completed by a staff member other than the driver; and**
  - (c) Be kept for five (5) years.**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to comply with regulations regarding transportation. Review of documentation revealed the transportation records for a field trip conducted in April 2018 did not contain the first and last names of the children transported, the times each child got on the vehicle and each time the child got off of the vehicle.

Interview with the director revealed the requested documentation was unavailable at the time of survey.

**Food Service/Food Program**

**In Compliance**

**Food Service**

**In Compliance**

**Children's Records**

**Not In Compliance**

**1140 - Enrollment Information**

**Not In Compliance**

**922 KAR 2:090. Section 9. 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 a 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 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 and interview, the child care center failed to maintain children's records in accordance with regulatory requirements. The child's records with the enrollment date of 07/30/2018 did not contain a preferred hospital.

Interview with the director revealed the requested documentation was unavailable at the time or survey.

**Written Documentation**

**Not In Compliance**

**1150 - 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 and 42 U.S.C. 9858c(c)(2)(U).**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. The child care center director was unable to present for review a current 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 that had been submitted to the local emergency management team.

Interview with the director revealed the requested documentation was unavailable at the time of survey.

Inspection Report

1175 - Earthquake/Tornado/Fire Drills

Not In Compliance

922 KAR 2:090. Section 9. 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;

(i) A written record of practiced fire drills conducted monthly 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 regulations. Review of documentation revealed that last earthquake and tornado drills conducted within the year was in April 2018. The center failed to conduct the earthquake and tornado drills quarterly. Interview with the director revealed the requested documentation was unavailable at the time of survey.

1190 - Orientation Procedure

Not In Compliance

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

(3)(b) The program shall include:

2. Written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member.

Findings:

General: Based on review of documentation and interview, the child care center failed to comply with regulations regarding written documentation. Review of documentation revealed there was no written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child care center staff member. Interview with the director revealed the requested documentation was unavailable at the time of survey.

1195 - Fire Drills

Not In Compliance

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

(12) A fire drill shall be:

- (a) Conducted during hours of operation at least monthly; and
- (b) Documented.

(13) An earthquake drill and a tornado drill shall be:

- (a) Conducted during hours of operation at least quarterly; and
- (b) Documented.

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulations. Review of documentation revealed that last fire drill conducted within the year was in June 2018. The center failed to conduct the fire drills monthly. Interview with the director revealed the requested documentation was unavailable at the time of survey.

Posted Documentation

Not In Compliance

1200 - Posting Requirements

Not In Compliance

922 KAR 2:090. Section 8. General.

(6) 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) The provider's preliminary or regular license;
- (b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;
- (c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;
- (d) Information on the Kentucky Consumer Product Safety Program and the program's Website as specified in KRS 199.897;
- (e) 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;
- (f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and
- (g) Daily planned program.

Findings:

General: Based on review of documentation and interview, the child care center failed to maintain posted documentation in accordance with regulatory requirements. Review of documentation revealed the rights for children in a child care program and the rights of their parents, custodians, or guardians was not posted in a conspicuous area or readily available. Interview with the director revealed the requested documentation was unavailable at the time of survey.

Animals

Not Applicable

Signature of Provider/Representative

Title

Date