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Inspection Report

Provider Name: Children's Collaborative at Campbell Ridge Elem	Provider Information Provider Type: LICENSED TYPE I	CLR No: L359027
Provider Address: 2500 Grand View Rd, Alexandria, KY, 41001		Capacity: 60
Owner(s): Children's Collaborative, LLC		Director(s): Smith, Melodia A

Inspection Type: Renewal Application	Inspection Information	Inspection No: 219185
Date Initiated: 03/13/2017 2:30 PM	Date Concluded: 03/13/2017 3:45 PM	
	No. of Children Present: 23	

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 Observation, it was found that a staff person with a hire date of 08/11/2016 and two (2) with the hire date of 08/10/2016 did not request a child abuse and neglect check until 08/29/2016. These instances are not in accordance with 922 KAR 1:470 which states that a request for a central registry check must be submitted within five (5) working days after the date of employment of an individual. It was also found that a staff person with a hire date of 05/12/2016 did not request a criminal records check until 08/07/2016. This instance is not in accordance with KRS 17.165 which requires that application for the criminal record of a probationary employee be made no later than the date probationary employment begins.

320 - TB Verification	Not In Compliance
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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, it was found that a staff person with a hire date of 08/10/2016 did not receive a TB skin test until 12/08/2016.

Inspection Report

Programming	In Compliance
Premises	In Compliance
Hygienic Practices	In Compliance
First Aid/Medication	In Compliance
Outdoor Play Area	In Compliance
Equipment	In Compliance
Transportation	Not Applicable
Food Service	In Compliance
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, it was found through a review of ten (10) children's files that one (1) child's file did not contain information for the preferred hospital.

Written Documentation

In Compliance

Posted Documentation

In Compliance

Animals

Not Applicable

Signature of Provider/Representative

Title

Date