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Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Vine Grove Elementary School Age Child Care Provider Address: 309 First Street, Vine Grove, KY, 40175 Owner(s): Hardin County Board of Education	Provider Information Provider Type: LICENSED TYPE I	CLR No: L354788 Capacity: 99 Director(s): Wood, Amy Danielle
Inspection Type: Renewal Application Date Initiated: 09/12/2018 2:43 PM	Inspection Information Date Concluded: 09/12/2018 4:15 PM No. of Children Present: 32	Inspection No: 245637

Inspection Report	
Background Checks	Not In Compliance
5 - Background check/left alone/dismissed/relocated	Not In Compliance
922 KAR 2:280. Section 3. Implementation and Enforcement. (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. (2) A child care staff member hired on or after January 1, 2018, shall: (a) Have 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; or (b) 1. Have submitted to the background checks required in accordance with this administrative regulation; 2. Not be left unsupervised with a child in care pending the completion of the background checks in accordance with this administrative regulation; and 3. Be dismissed or relocated from the residence if the person is found to have a disqualifying background check result. Findings: General: Based on review of documentation and interview, the child care center failed to comply with regulations for employee records. Review of staff files revealed the file for a staff member with the hire date of 12/21/2017 did not contain proof of a criminal record check or the National Background Check Program (NBCP). The aforementioned staff member was observed to be working alone with nine (9) children in the age range from five years old to nine years old on the playground at the time of survey from 3:35pm to 4:15pm. Interview with the staff in charge revealed the requested documentation was unavailable at the time of survey. Review of staff files revealed the file for another staff member with the hire date of 07/21/2018 did not contain proof of the final determination clearance from the National Background Check Program (NBCP). Observation revealed the other staff member was working alone with children in the age range from five years old to nine years old in the cafeteria at the time of survey from 3:47pm until 4:15pm. Interview with the director revealed the requested documentation was unavailable at the time of survey. Further observation revealed at the time of survey from 3:10pm until 3:35pm the aforementioned staff member and the other staff member were working together with twenty-two (22) children on the playground with no qualified staff member.	
Supervision Staffing Requirements General Administration	In Compliance In Compliance In Compliance

Inspection Report	
Director Requirements	Not In Compliance
345 - Staff Evaluation	
Not In Compliance	
922 KAR 2:090. Section 10. Director Requirements and Responsibilities.	
(1) A director shall:	
(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;	
Findings:	
General: Based on review of documentation and interview, the child care center failed to comply with regulations for director requirements. Review of staff files revealed an annual written performance evaluation was not presented for a staff member with the hire date of 08/02/2016.	
Interview with the staff in charge revealed the requested documentation was unavailable at the time of survey.	
Employee Records	Not In Compliance
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 personnel files revealed the director's records failed to contain tuberculin results or a statement from a health professional that the individual is free of active tuberculosis.	
Interview with the staff in charge revealed the requested documentation 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 and ECE-TRIS report revealed fifteen (15) hours of cabinet approved training was not presented for review at the time of survey for a staff member with the hire date of 08/02/2016.	
Interview with the staff in charge revealed the requested documentation was unavailable 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
Equipment	In Compliance
Transportation	Not Applicable
Food Service/Food Program	In Compliance
Food Service	In Compliance
Children's Records	In Compliance
Written Documentation	Not In Compliance
1170 - Professional Development	
Not In Compliance	
922 KAR 2:090. Section 9. Records.	
(1) A child-care center shall maintain:	
(f) A written annual plan for child-care staff professional development;	
Findings:	
General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulations. Review of staff files revealed a professional development plan was not presented for review at the time of survey for a staff member with the hire date of 08/02/2016.	
Interview with the staff in charge revealed the requested documentation was unavailable at the time of survey.	
Posted Documentation	In Compliance
Animals	Not Applicable