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GOVERNOR

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<https://chfs.ky.gov/agencies/os/oig>

**Inspection Report**

<b>Provider Name:</b> Roby Elementary YMCA Child Care	<b>Provider Information</b>	<b>CLR No:</b> L354824
<b>Provider Address:</b> 1148 Highway 44 E, Shepherdsville, KY, 40165	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 92
<b>Owner(s):</b> The Young Mens Christian Association Of Greater Louisville		<b>Director(s):</b> Bryant, Sharon Kay

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 221362
<b>Date Initiated:</b> 08/16/2017 3:30 PM	<b>Date Concluded:</b> 08/16/2017 5:30 PM	
	<b>No. of Children Present:</b> 36	

Inspection Report																																																							
Supervision	In Compliance																																																						
Staffing Requirements	Not In Compliance																																																						
<b>40 - Ratios and Group Size</b>	<b>Not In Compliance</b>																																																						
<p><b>922 KAR 2:120. Section 2. Child Care Services.</b>  <b>(2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows:</b></p> <table border="1"> <thead> <tr> <th>Age of Children</th> <th>Ratio</th> <th>Maximum Group Size*</th> </tr> </thead> <tbody> <tr> <td><b>Infant</b></td> <td></td> <td></td> </tr> <tr> <td>1 staff for 5 children</td> <td>10</td> <td></td> </tr> <tr> <td><b>Toddler</b></td> <td></td> <td></td> </tr> <tr> <td>1 staff for 6 children</td> <td>12</td> <td></td> </tr> <tr> <td><b>Preschool-age 2 to 3 years</b></td> <td></td> <td></td> </tr> <tr> <td>1 staff for 10 children</td> <td>20</td> <td></td> </tr> <tr> <td><b>Preschool-age 3 to 4 years</b></td> <td></td> <td></td> </tr> <tr> <td>1 staff for 12 children</td> <td>24</td> <td></td> </tr> <tr> <td><b>Preschool-age 4 to 5 years</b></td> <td></td> <td></td> </tr> <tr> <td>1 staff for 14 children</td> <td>28</td> <td></td> </tr> <tr> <td><b>School-age 5 to 7 years</b></td> <td></td> <td></td> </tr> <tr> <td>1 staff for 15 children</td> <td>30</td> <td></td> </tr> <tr> <td><b>School-age 7 and older</b></td> <td></td> <td></td> </tr> <tr> <td>1 staff for 25 children</td> <td></td> <td></td> </tr> <tr> <td><b>(for before and after school)</b></td> <td>30</td> <td></td> </tr> <tr> <td>1 staff for 20 children</td> <td></td> <td></td> </tr> <tr> <td><b>(full day of care)</b></td> <td>30</td> <td></td> </tr> </tbody> </table> <p>*Maximum Group Size shall be applicable only to Type I child-care centers.</p>		Age of Children	Ratio	Maximum Group Size*	<b>Infant</b>			1 staff for 5 children	10		<b>Toddler</b>			1 staff for 6 children	12		<b>Preschool-age 2 to 3 years</b>			1 staff for 10 children	20		<b>Preschool-age 3 to 4 years</b>			1 staff for 12 children	24		<b>Preschool-age 4 to 5 years</b>			1 staff for 14 children	28		<b>School-age 5 to 7 years</b>			1 staff for 15 children	30		<b>School-age 7 and older</b>			1 staff for 25 children			<b>(for before and after school)</b>	30		1 staff for 20 children			<b>(full day of care)</b>	30	
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<b>Findings:</b>																																																							
<p>General: Based on observation and interview, the child care center failed to comply with staffing requirements. The center failed to maintain maximum group sizes in accordance with regulations. Observation of the cafeteria from 3:48pm to 4:08pm revealed thirty-six (36) children ages five (5) to eleven (11) years old under the supervision of three (3) staff members. Therefore, the center exceeded the maximum group size for school age care during this time. Interview with director revealed there was thirty-six (36) children ages five to eleven years old with three (3) staff in the cafeteria during this time.</p>																																																							
<b>General Administration</b>	<b>In Compliance</b>																																																						
<b>Director Requirements</b>	<b>In Compliance</b>																																																						

**Inspection Report**

**Employee Records**

**Not In Compliance**

**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 and interview, the child care center failed to maintain employee records in accordance with regulations. Review of staff files revealed one (1) staff member hired 5/8/17 failed to have records of negative tuberculin result or a statement from a health professional verifying the individual is free of active tuberculosis on file. Interview with director revealed this documentation was not on file at the time of survey.

**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 regulations. Review of staff files and ECE-TRIS report revealed documentation of fifteen (15) hours of cabinet approved training was not presented for review at the time of survey for one (1) staff member hired 9/1/97. Interview with director revealed this documentation was not on file at the time of 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>In Compliance</b>
<b>Equipment</b>	<b>In Compliance</b>
<b>Transportation</b>	<b>In Compliance</b>
<b>Food Service</b>	<b>In Compliance</b>
<b>Children's Records</b>	<b>Not In Compliance</b>

**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 and interview, the child care center failed to maintain children's records in accordance with regulations. Review of ten (10) children's files revealed the written records for one (1) child enrolled 8/9/17 failed to contain contact information to enable a person in charge to contact the child's preferred hospital. Interview with director revealed this documentation was not on file at the time of survey.

**Inspection Report**

**Written Documentation**

**Not In Compliance**

**1120 - Fire Drills**

**Not In Compliance**

**922 KAR 2:110. Section 3. Records.**

**(1) A child-care center shall maintain:**

**(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 the fire drill logs presented for review at the time of survey revealed a fire drill was not documented for February 2017. Interview with director revealed the drill was conducted; however, she acknowledged that the drill was not documented.

**Posted Documentation**

**In Compliance**

**Animals**

**In Compliance**

Signature of Provider/Representative

Title

Date