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**Inspection Report**

<b>Provider Name:</b> NKCAC Ft. Wright Head Start	<b>Provider Information</b>	<b>CLR No:</b> L383872
<b>Provider Address:</b> 501 Farrell Drive, Covington, KY, 41011	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 20
<b>Owner(s):</b> Northern Kentucky Community Action Commission, Incorporated		<b>Director(s):</b> Wolsing, Laurie Dee

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 319220
<b>Date Initiated:</b> 01/11/2022 10:20 AM	<b>Date Concluded:</b> 01/11/2022 11:55 AM	
	<b>No. of Children Present:</b>	

Inspection Report	
<b>Background Checks</b>	<b>In Compliance</b>
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Director Requirements</b>	<b>Not In Compliance</b>

**360 - 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, two staff eligible for an annual performance review did not have documentation of a review on file. These staff had 8/5/19 and 11/18/19 hire dates.

<b>Employee Records</b>	<b>In Compliance</b>
<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>Not Applicable</b>
<b>Kitchen Requirements</b>	<b>In Compliance</b>
<b>Food Service</b>	<b>In Compliance</b>
<b>Meal Planning/Center Provides Meals</b>	<b>In Compliance</b>
<b>Meal Planning/Center Does Not Provide Meals</b>	<b>In Compliance</b>
<b>Children's Records</b>	<b>In Compliance</b>

**Inspection Report**

**Written Documentation**

**Not In Compliance**

**1280 - 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, one staff person (hire date: 8/5/19) did not have a current annual professional development plan on file. The last professional development plan that had been completed was 8/17/20.

**Posted Documentation**

**In Compliance**

**Animals**

**Not Applicable**

Signature of Provider/Representative

Title

Date