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Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Simpson County Head Start	Provider Information	CLR No: L353506
Provider Address: 211 South Main Street, Franklin, KY, 42134	Provider Type: LICENSED TYPE I	Capacity: 40
Owner(s): Community Action Of Southern Kentucky, Incorporated		Director(s): Brown, Carla Yvonne

Inspection Type: Renewal Application	Inspection Information	Inspection No: 216896
Date Initiated: 09/21/2016 9:27 AM	Date Concluded: 10/19/2016 11:17 AM	
	No. of Children Present: 28	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance

260 - Staff Evaluation Not In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.
(1) Effective with the adoption of this administrative regulation, 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 a review of documentation, two (2) staff hired 1-18-05 and 8-21-15 did not have an annual evaluation on file for 2016.

275 - Caregiver Alone Not In Compliance

922 KAR 2:110. Section 4. Director Requirements and Responsibilities.
(1) Effective with the adoption of this administrative regulation, a director shall:
(n) Assure that a person acting as a caregiver of a child in care shall not be left alone with a child, if the licensee has not received the results of the background checks as described in Section 3(1)(e)6 of this administrative regulation;

Findings:

General: Based on a review of documentation, a staff member hired 8-24-15 did not have an out-of-state criminal records check, for West Virginia, on file. A volunteer, start date 5-11-16, did not have the back page of the child abuse and neglect check on file. This volunteer and caregiver supervised, alone, sixteen (16) children, for fifteen (15) minutes, in room 124 while the qualified staff member was on a break.

Inspection Report

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 a review of documentation, a staff member hired 8-24-15 listed a West Virginia address on their child abuse and neglect check dated 8-14-15. No out-of-state criminal records check for West Virginia was on file. A volunteer, start date 5-11-16, did not have the back page of the child abuse and neglect check on file. Based on direct observation, both the staff member, hired 8-24-15, and the volunteer, start date 5-11-16, were left alone in Room #124 with sixteen (16) children for fifteen (15) minutes while the other staff member was on break.

315 - Educational Requirements

Not In Compliance

922 KAR 2:110. Section 5. 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 a review of documentation, two (2) staff hired 3-7-16 and 5-2-16 did not have educational verification on file.

Programming

In Compliance

Premises

Not In Compliance

480 - Premises Requirements

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(1) The premises shall be:

- (a) Suitable for the purpose intended;
- (b) Kept clean and in good repair;

Findings:

General: Based on observation, there was dry cereal, bread crumbs, dirt and small pieces of paper on the floor of Class #123.

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

Not In Compliance

690 - Playground Conditions

Not In Compliance

922 KAR 2:120. Section 4. Premises Requirements.

(20) An outdoor play area shall be:

- (d) Safe from foreseeable hazard;
- (e) Well drained;
- (f) Well maintained;
- (g) In good repair; and
- (h) Visible to staff at all times.

Findings:

General: Based on observation, the black retaining ring around the outside play area had a broken area on top with sharp edges. One (1) spike protruded up from the black plastic retaining ring.

Equipment

Not In Compliance

755 - Toys/Equipment/Furniture

Not In Compliance

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

(1) All toys, equipment, 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 blue vinyl couch was split at the seams, exposing the foam padding in Classroom #124. The red seat had holes in the vinyl and exposed foam. This seat cushion was on the four (4) colored bench beside the children's cubbies in Room #123.

Inspection Report

760 - Indoor/Outdoor Equipment

Not In Compliance

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

(2) Indoor and outdoor equipment shall:

- (a) Be clean, safe, and in good repair;
- (b) Meet the physical, developmental needs, and interests of children of different age groups;
- (c) Be free from sharp points or corners, splinters, protruding nails or bolts, loose or rusty parts, hazardous small parts, lead-based paint, poisonous material, and flaking or chalking paint; and
- (d) Be designed to guard against entrapment or situations that may cause strangulation.

Findings:

General: Based on observation, the left rear turn signal and passenger side headlight was not working on bus HS43. The passenger side headlight was not working on bus HS44.

Transportation

Not In Compliance

820 - Vehicle Equipment

Not In Compliance

922 KAR 2:120. Section 12. Transportation.

(4) A vehicle used to transport children shall be equipped with:

- (a) A fire extinguisher;
- (b) First aid supplies as described in Section 7 of this administrative regulation;
- (c) Emergency reflective triangles; and
- (d) A device to cut the restraint system, if necessary.

Findings:

General: Based on observation, bus HS44 did not have a fire extinguisher and first aid supplies.

830 - Vehicle Inspection Documentation

Not In Compliance

922 KAR 2:120. Section 12. Transportation.

(6) A vehicle used to transport children shall meet the following requirements:

- (a) A twelve (12) or more passenger vehicle shall display a current certification of inspection from the Transportation Cabinet on the designated window.

Findings:

General: Based on observation, the fourteen (14) passenger bus, vehicle HS46, inspection was dated 6-1-15.

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 a review of documentation, a child enrolled 8-15-16 immunization certificate expired 9-13-16. Six (6) children enrolled 8-15-16 did not have contact information for their preferred hospital. Two (2) children enrolled 8-15-16 did not have contact information for their preferred physician. Two (2) children enrolled 8-15-16 did not have a preferred hospital listed. One (1) child enrolled 8-15-16 did not have a preferred physician listed.

Written Documentation

Not In Compliance

1105 - Professional Development

Not In Compliance

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

- (f) A written annual plan for child-care staff professional development;

Findings:

General: Based on a review of documentation, one (1) staff member hired 8-21-15 did not have a professional development plan on file.

Posted Documentation

In Compliance

Signature of Provider/Representative

Title

Date