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**Inspection Report**

<b>Provider Name:</b> Tompkinsville Head Start	<b>Provider Information</b>	<b>CLR No:</b> L350650
<b>Provider Address:</b> 3888 Edmonton Road, Tompkinsville, KY, 42167	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 22
<b>Owner(s):</b> Community Action Of Southern Kentucky, Incorporated		<b>Director(s):</b> Cutler, Michelle

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 320301
<b>Date Initiated:</b> 03/14/2022 9:30 AM	<b>Date Concluded:</b> 03/14/2022 10:45 AM	
	<b>No. of Children Present:</b> 18	

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

**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, the surveyor found that a staff's (DOH: 08/24/15) file contained an annual written performance evaluation dated 08/20/20; therefore, the evaluation was not completed annually.

During interview, staff-in-charge stated that the written performance evaluation was completed for the staff person; however, she was unable to obtain a copy of the documentation.

Employee Records	In Compliance
Programming	In Compliance
Premises	Not In Compliance

**585 - 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, the surveyor found a brown residue around the sink faucet handles in the restroom located inside the Head Start Classroom; therefore, the faucet was not kept clean.

**Inspection Report**

**695 - Toilet**

**Not In Compliance**

**922 KAR 2:120. Section 12. Toilet, Diapering, and Toiletry Requirements.**

- (4) Each toilet shall:**
- (a) Be kept in clean condition;**
  - (b) Be kept in good repair;**
  - (c) Be in a lighted room; and**
  - (d) Have ventilation to outside air.**

**Findings:**

General: Based on observation, the surveyor found that the toilet seat moved easily and was not tightly secured to the toilet in the restroom located inside the Head Start Classroom; therefore, the toilet was not kept in good repair.

**Hygienic Practices**

**In Compliance**

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**Not In Compliance**

**800 - Protective Surface**

**Not In Compliance**

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

- (21) A protective surface shall:**
- (a) Be provided for outdoor play equipment used to:**
    - 1. Climb;**
    - 2. Swing; and**
    - 3. Slide; and**
  - (b) Have a fall zone equal to the height of the equipment.**

**Findings:**

General: Based on observation of the playground, the surveyor found the following:

1. The protective surface around a swing set and a climbing structure with a four (4) slides was depleted and did not have an adequate fall zone.
2. The protective surface was depleted exposing the black liner underneath and did not have an adequate fall zone around a gray climbing structure.

During interview, staff-in-charge stated that a load of mulch was supposed to have been delivered last week; however, due to the weather they were unable to deliver the mulch. Staff-in-charge stated that the child-care center should be receiving a load of mulch very soon. Staff-in-charge pulled up an email during the surveyor's visit to verify that they have a load of mulch set to be delivered.

**Equipment**

**In Compliance**

**Transportation**

**In Compliance**

**Kitchen Requirements**

**In Compliance**

**Food Service**

**In Compliance**

**Meal Planning/Center Provides Meals**

**In Compliance**

**Meal Planning/Center Does Not Provide Meals**

**In Compliance**

**Children's Records**

**In Compliance**

**Written Documentation**

**In Compliance**

**Posted Documentation**

**In Compliance**

**Animals**

**In Compliance**

Signature of Provider/Representative

Title

Date