



Andy Beshear
GOVERNOR

CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL

Eric Friedlander
SECRETARY

Melissa A. Moore, Director
Division of Regulated Child Care
Eastern Branch
455 Park Place, Suite 120A
Lexington, KY 40511
Phone: (859) 246-2301 Fax: (859) 246-2307
<https://chfs.ky.gov/agencies/os/oig>

Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Jessamine County Head Start	Provider Information	License No: L350511
Provider Address: 1330 Drake Lane, Wilmore, KY, 40390	Provider Type: LICENSED TYPE I	Capacity: 99
Owner(s): Blue Grass Community Action Partnership, Inc.		Director(s): Banks, Betty

Inspection Type: Investigation	Inspection Information	Inspection No: 106120
Visit Start Date: 07/01/2014 1:00 PM	Visit End Date: 07/01/2014 2:00 PM	
No. of Children Present:		

Inspection Report

Director Requirements

280 - Altered/Falsified Records

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:

- (o) Assure each mandatory record specified in Section 3 of this administrative regulation has not been altered or falsified;**

Findings:

General: Based on Review of Documentation, and interview, the facility failed to meet this regulatory requirement. On 6/11/14 allegations involving a falsified training certificate were reported to the DRCC office and a copy of the certificate in question was submitted. The date of the training class was listed on the certificate as 11/1/13. Interviews with the facility's administrative staff and the person identified as the trainer of the class revealed that the staff person whose name was written on the certificate as a participant did not attend the training class. Two (2) administrative staff stated during interview that the person's name was not listed on the 11/1/13 attendance sheet. The trainer reviewed the certificate in question during the investigation and stated, "I did not write the participant's name on the training certificate, it is not my handwriting. Most of the time I write the names on all of the certificates, but occasionally I get an administrative person to assist me". The trainer pulled all the training certificates from the same 11//1/13 class that she had at her facility to compare them to the certificate in question during the investigation and stated, "The certificate in question looks different from the ones at my facility because part of the line is missing in the space provided to write the participant's name on the certificate in question". Therefore, the name on the certificate appears to have been altered/falsified.

Signature of
Provider/Representative

Title

Date

