



**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

**Adam Mather**  
INSPECTOR GENERAL

Phone: (859) 246-2301 Fax: (859) 246-2307  
<https://chfs.ky.gov/agencies/os/oig>

**Inspection Report**

<b>Provider Name:</b> Olive Hill Head Start	<b>Provider Information</b>	<b>CLR No:</b> L352263
<b>Provider Address:</b> 21039 W. Us Hwy 60, Olive Hill, KY, 41164	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 80
<b>Owner(s):</b> Northeast Kentucky Community Action Agency, Inc.		<b>Director(s):</b> Smith, Shawnda

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 318390
<b>Date Initiated:</b> 10/21/2021 10:26 AM	<b>Date Concluded:</b> 10/21/2021 1:44 PM	
	<b>No. of Children Present:</b> 31	

<b>Inspection Report</b>	
<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>Not In Compliance</b>

**270 - Notification of Changes** **Not In Compliance**

**922 KAR 2:090. Section 13. Reports.**  
**(4)(a) Written notification of the following shall be:**  
**1. Made to the cabinet, in writing, to allow for approval before implementation:**  
**a. Change of ownership;**  
**b. Change of location;**  
**c. Increase in capacity;**  
**d. Change in hours of operation;**  
**e. Change of services in the following categories:**  
**(i) Infant;**  
**(ii) Toddler;**  
**(iii) Preschool-age;**  
**(iv) School-age;**  
**(v) Nontraditional hours; or**  
**(vi) Transportation; or**  
**f. Addition to or reduction of the square footage of a child-care center's premises; and**  
**2. Signed by each owner listed on the preliminary or regular license.**

**Findings:**

Based on interview and review of documentation, there was no documentation evidencing that DRCC was notified of the addition of bus 213 (2021 Ford Bus). Changes in transportation services need to be reported to the Division of Regulated Child Care to determine whether an inspection is necessary.

<b>Director Requirements</b>	<b>In Compliance</b>
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**Inspection Report**

**Employee Records**

**Not In Compliance**

**405 - TB Verification**

**Not In Compliance**

**922 KAR 2:090. Section 11. 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, the file for a staff member hired 11/20/2018 did not contain a negative tuberculin skin result or a physician's statement clearing this individual of active tuberculosis.

**415 - CPR/First Aid Required Training**

**Not In Compliance**

**922 KAR 2:120. Section 7. First Aid and Medicine.**

**(8) Each center shall ensure that every staff member has received training on first aid and cardiopulmonary resuscitation (CPR).**

**Findings:**

General: Based on review of documentation, a staff member hired 11/10/2015 did not have evidence of CPR and First Aid administration training.

**435 - Training**

**Not In Compliance**

**922 KAR 2:090. Section 11. Staff Requirements.**

**(16) 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 completed within the first three (3) months of employment in a child-care program;**
- (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training; and**
- (c) Fifteen (15) hours of cabinet-approved early care and education training completed between July 1 and the following June 30 of each subsequent year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.**

**(17) A staff person's compliance with training requirements of this section shall be verified through the cabinet-designated database maintained pursuant to 922 KAR 2:240.**

**Findings:**

General: Based on review of documentation, a staff member hired 11/10/2015 had last taken Pediatric Abusive Head Training on 2/5/2016. This training is to be taken every five years. A review of ECE-TRIS supports this finding.

**Programming**

**In Compliance**

**Premises**

**In Compliance**

**Hygienic Practices**

**In Compliance**

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**In Compliance**

**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