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**Inspection Report**

<b>Provider Name:</b> Bell-Whitley Early Head Start/ Head Start/Preschool Center	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L356158
<b>Provider Address:</b> 535 North 11th Street, Williamsburg, KY, 40769		<b>Capacity:</b> 16
<b>Owner(s):</b> Bell-Whitley Community Action Agency, Inc.		<b>Director(s):</b> Hensley, Darcy J

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 278537
<b>Date Initiated:</b> 04/02/2019 10:00 AM	<b>Date Concluded:</b> 04/02/2019 12:35 PM	
	<b>No. of Children Present:</b> 5	

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>Not In Compliance</b>
<b>180 - Plan of Correction/15 days</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 14. Statement of Deficiency and Corrective Action Plans.</b> <b>(2) Except for a violation posing an immediate threat as handled in accordance with KRS 199.896(5)(c), a child-care center shall submit a written corrective action plan to the cabinet or its designee within fifteen (15) calendar days of the date of the statement of deficiency to eliminate or correct the regulatory violation.</b>	
<b>Findings:</b>	
A PLAN OF CORRECTION WAS DUE ON 04/24/2019 AND AS OF 05/08/2019, THE PLAN OF CORRECTION HAS NOT BEEN RECEIVED.	
<b>Director Requirements</b>	<b>Not In Compliance</b>
<b>345 - Staff Evaluation</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b> <b>(1) A director shall:</b> <b>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</b>	
<b>Findings:</b>	
General: Based on review of documentation and interview, the surveyor was not presented with a 2018 annual evaluation for a staff (DOH: 8/8/08). Upon interview, staff stated that the employee was on maternity leave and the evaluation could not be completed until the employee returns.	

**Inspection Report**

**Employee Records**

**Not In Compliance**

**410 - 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 within the first three (3) months of employment;**
- (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment, 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 during each subsequent year of employment, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.**

**Findings:**

General: Based on review of documentation and interview, the surveyor was not presented with documentation of six (6) hours of annual training for a staff (DOH: 11/14/18). Review of ECE-TRIS confirmed that the staff member has not completed orientation. Upon interview, staff reported that they did not start working until the end of February 2019 even though their hire date is 11/14/18.

<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>Food Service/Food Program</b>	<b>In Compliance</b>
<b>Food Service</b>	<b>In Compliance</b>
<b>Children's Records</b>	<b>In Compliance</b>
<b>Written Documentation</b>	<b>In Compliance</b>
<b>Posted Documentation</b>	<b>In Compliance</b>
<b>Animals</b>	<b>In Compliance</b>

Signature of Provider/Representative

Title

Date