



Andy Beshear
GOVERNOR

**CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF INSPECTOR GENERAL**

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Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Shelby County Early Head Start/Full Day Full Year Head Start	Provider Information Provider Type: LICENSED TYPE I	CLR No: L357736
Provider Address: 821 College Street, Shelbyville, KY, 40065		Capacity: 60
Owner(s): Ohio Valley Educational Cooperative Head Start/Early Head Start		Director(s): Fithian, Kim

Inspection Type: Renewal Application	Inspection Information	Inspection No: 307694
Date Initiated: 07/12/2021 9:35 AM	Date Concluded: 07/13/2021 11:57 AM	
No. of Children Present: 19		

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
210 - Licensee Responsibility	Not In Compliance
922 KAR 2:090. Section 8. General. (1) A licensee shall: (a) Be responsible for the operation of the child-care center pursuant to this administrative regulation, 922 KAR 2:120, and 922 KAR 2:280; and (b) Protect and assure the health, safety, and comfort of each child.	
Findings: General: Based on observation and interview, a female child in Room 112 (EHS) was observed wearing amber colored beads around her neck. An interview with staff found that the beads are Amber Teething Beads. Staff stated further that the child is two-years-old and has been wearing them since she was an infant. The beads pose a safety risk of choking or strangulation.	
Director Requirements	In Compliance
Employee Records	Not In Compliance
385 - Personnel File	Not In Compliance
922 KAR 2:090. Section 9. Records. (1) A child-care center shall maintain: (e) A current personnel file for each child-care center staff person to include: 1. Name, address, date of birth, and date of employment; 2. Proof of educational qualifications; 3. Record of annual performance evaluation; 4. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and 5. The results of background checks conducted in accordance with 922 KAR 2:280;	
Findings: General: Based on observation, interview and review of documentation at the time of the survey, three staff were observed working in Room 114. A review of staff files found there was not a file for one of the staff observed in this classroom. An interview with the staff person in charge found this staff person had been sent from another facility as a substitute. The staff person in charge then contacted the other facility and had them e-mail the personnel file for this staff person while the surveyors were still present. A personnel file should be on file at all times for a staff person working at a facility.	
Programming	In Compliance

Inspection Report		
	Premises	In Compliance
	Hygienic Practices	In Compliance
	First Aid/Medication	In Compliance
	Outdoor Play Area	In Compliance
	Equipment	In Compliance
	Transportation	In Compliance
	Food Service/Food Program	In Compliance
	Food Service	In Compliance
	Children's Records	In Compliance
	Written Documentation	In Compliance
	Posted Documentation	In Compliance
	Animals	In Compliance

Signature of Provider/Representative

Title

Date