



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

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Inspection Report

Provider Name: Center Street Head Start	Provider Information	CLR No: L358591
Provider Address: 171 Center Street, Bowling Green, KY, 42101, 1216	Provider Type: LICENSED TYPE I	Capacity: 100
Owner(s): Community Action Of Southern Kentucky, Incorporated		Director(s): Brown, Carla Y.

Inspection Type: Renewal Application	Inspection Information	Inspection No: 245333
Date Initiated: 07/12/2018 10:05 AM	Date Concluded: 07/12/2018 12:40 PM	
	No. of Children Present: 62	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance
345 - Staff Evaluation	Not In Compliance
<p>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</p> <p>(1) A director shall:</p> <p>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</p> <p>Findings:</p> <p>General: Based on Observation, staff hired 1/12/04 did not have a written performance evaluation on file.</p>	
Employee Records	Not In Compliance
410 - Training	Not In Compliance
<p>922 KAR 2:090. Section 11. Staff Requirements.</p> <p>(16) In accordance with KRS 199.896(15) and (16), a staff person with supervisory authority over a child shall complete the following:</p> <p>(a) Six (6) hours of cabinet-approved orientation within the first three (3) months of employment;</p> <p>(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</p> <p>(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.</p> <p>Findings:</p> <p>General: Based on Review of Documentation, staff hired 9/1/80, completed six and a quarter (6.25) hours of training; staff hired 3/21/16 and 8/9/99, completed twelve (12) hours of training. Also, staff hired 9/1/80 completed pediatric abusive head trauma training on 4/16/13.</p>	
Programming	In Compliance

Inspection Report

Premises

Not In Compliance

560 - Building Requirements

Not In Compliance

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

(5) The building shall be constructed to ensure the:

(a) Building is:

- 1. Dry;
- 2. Ventilated; and
- 3. Well lit, including clean light fixtures that are:
 - a. In good repair in all areas; and
 - b. Shielded or have shatter-proof bulbs installed; and

(b) Following are protected:

- 1. Windows;
- 2. Doors;
- 3. Stoves;
- 4. Heaters;
- 5. Furnaces;
- 6. Pipes; and
- 7. Stairs.

Findings:

General: Based on Observation, a light fixture had several dead bugs in the hallway outside of room 105.

580 - Floors, Walls, Ceilings

Not In Compliance

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

(9) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned.

Findings:

General: Based on Observation, there was a soiled ceiling tile located above a sink in room 101. Interview determined it was from a previous leak.

Hygienic Practices

In Compliance

First Aid/Medication

Not In Compliance

730 - Medication

Not In Compliance

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

(6) Medication, including refrigerated medication, shall be:

(a) Stored in a separate and locked place, out of the reach of a child unless the medication is:

- 1. A first aid supply and is maintained in accordance with subsection (1) of this section;
- 2. Diaper cream, sunscreen, or toothpaste. Diaper cream, sunscreen, or toothpaste shall be inaccessible to a child;
- 3. An epinephrine auto-injector. In accordance with KRS 199.8951:
 - a. An epinephrine auto-injector shall be inaccessible to a child;
 - b. A child-care center shall have at least one person onsite who has received training on the administration of an epinephrine auto-injector if the child-care center maintains an epinephrine auto-injector;
 - c. A child-care center shall seek emergency medical care for a child if an auto-injector is administered to the child; and
 - d. A child-care center shall report to the child's parent and the cabinet in accordance with 922 KAR 2:090, Section 12 if an epinephrine auto-injector is administered to a child; or
- 4. An emergency or rescue medication for a child in care, such as medication to respond to diabetic or asthmatic condition, as prescribed by the child's physician. Emergency or rescue medication shall be inaccessible to a child in care;

(b) Kept in the original bottle; and

(c) Properly labeled.

(7) Medication shall not be given to a child if the medication's expiration date has passed.

Findings:

General: Based on Observation, a bottle of Children's All Day Allergy and a bottle of Aquaphor Healing Ointment were not labeled to indicate to whom it belonged. These medications were in a medicine box located in room 102.

Outdoor Play Area

In Compliance

Equipment

Not In Compliance

820 - Indoor/Outdoor Equipment

Not In Compliance

922 KAR 2:120. Section 11. Toys and Furnishings.

(2) Indoor and outdoor equipment shall:

- (a) Be clean, safe, and in good repair;
- (b) Meet the physical, developmental needs, and interests of children of different age groups;
- (c) Be free from sharp points or corners, splinters, protruding nails or bolts, loose or rusty parts, hazardous small parts, lead-based paint, poisonous material, and flaking or chalking paint; and
- (d) Be designed to guard against entrapment or situations that may cause strangulation.

Findings:

General: Based on Observation, a ceiling vent, located above a wall cabinet, had an accumulation of dust in room 101.

Transportation

In Compliance

Inspection Report

Food Service/Food Program

In Compliance

Food Service

In Compliance

Children's Records

In Compliance

Written Documentation

Not In Compliance

1160 - Daily Attendance Records

Not In Compliance

922 KAR 2:090. Section 9. Records.
(1) A child-care center shall maintain:
(c) Daily attendance records documenting the arrival and departure time of each child, including records that are required in accordance with 922 KAR 2:160, Section 13, if a child receives services from the child-care center through the Child Care Assistance Program;

Findings:

General: Based on Observation, eight (8) children were present, but only seven (7) children had a documented arrival time in room 101. Also, sixteen (16) children were present, but only fifteen (15) children had a documented arrival time in room 102.

1170 - Professional Development

Not In Compliance

922 KAR 2:090. Section 9. Records.
(1) A child-care center shall maintain:
(f) A written annual plan for child-care staff professional development;

Findings:

General: Based on Observation, staff hired 1/3/05 and 8/24/98, did not have a professional development plan on file.

1185 - Confidentiality/Maintenance/Access

Not In Compliance

922 KAR 2:090. Section 9. Records.
(2) A child-care center shall:
(a) Maintain the confidentiality of a child's record and information concerning a child or the child's parent;
(b) Maintain all records for five (5) years; and
(c) Provide the cabinet access and information in the completion of the investigation pursuant to KRS 620.030(4) and (5).

Findings:

General: Based on Observation, a listing of eight (8) children's allergies were posted on a mirror above a sink in room 104. Also, a listing of eight (8) children's allergies were posted on the wall near the restroom in room 103. This information could be inspected by all who entered the rooms.

Posted Documentation

Not In Compliance

1200 - Posting Requirements

Not In Compliance

922 KAR 2:090. Section 8. General.
(6) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:
(a) The provider's preliminary or regular license;
(b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;
(c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;
(d) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;
(e) A description of services provided by the child-care center, including:
1. Current rates for child care; and
2. Each service charged separately and in addition to the basic rate for child care;
(f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and
(g) Daily planned program.

Findings:

General: Based on Observation, the posted Statement of Deficiency/Plan of Correction were dated 7/16/15, which was not the most current.

Animals

In Compliance

Signature of
Provider/Representative

Title

Date