



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
Western Branch
901 B South Main Street
Hopkinsville, KY 42240
Phone: (270) 889-6052 Fax: (270) 889-6089
<https://chfs.ky.gov/agencies/os/oig>

Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Little Scholar's Head Start & Child Care	Provider Information Provider Type: LICENSED TYPE I	CLR No: L358914
Provider Address: 701 Brownslock Road, Bowling Green, KY, 42102		Capacity: 100
Owner(s): Community Action Of Southern Kentucky, Incorporated		Director(s): Brown, Carla Y.

Inspection Type: Renewal Application	Inspection Information	Inspection No: 291409
Date Initiated: 12/02/2019 10:30 AM	Date Concluded: 12/02/2019 1:40 PM	
	No. of Children Present: 70	

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**

922 KAR 2:090. Section 10. Director Requirements and Responsibilities.
(1) A director shall:
(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;

Findings:

General: Based on review of documentation, a caregiver hired on 4/24/98, had an evaluation on file dated 8/31/18. A caregiver hired on 10/15/18, had no documentation of an evaluation. A caregiver hired on 5/31/16, had an evaluation on file dated 6/6/18. A caregiver hired on 5/14/12, had an evaluation on file dated 4/17/18.

Employee Records **Not In Compliance**

395 - 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, a staff member hired on 5/28/19, had the TB skin test administered on 5/29/19 and the results read on 5/31/19. Therefore, the test was not administered and read prior to employment.

Inspection Report

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, a caregiver hired on 4/1/19, had completed the orientation training on 8/2/19 which was not within the first three (3) months of her employment. A staff member hired on 1/22/19, had not completed orientation training.

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
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 review of documentation, the DCC-94E, Child Care Daily Attendance Record form, was signed by the parents of four (4) children in the infants' room and Head Start One Room, prior to the end of the week of 12/2/19 – 12/6/19. Also, the DCC-94E, Child Care Daily Attendance Record form was signed by the parents of five (5) children in the two-year-old's' room, prior to the end of the week of 12/2/19 – 12/6/19.

Posted Documentation	In Compliance
Animals	Not Applicable

Signature of Provider/Representative

Title

Date