



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
Northern Branch
908 W. Broadway, 10-W
Louisville, KY 40203

Adam Mather
INSPECTOR GENERAL

Phone: (502) 595-5781 Fax: (502) 595-5773
<https://chfs.ky.gov/agencies/os/oig>

Inspection Report

Provider Name: Meade County Head Start	Provider Information	CLR No: L354775
Provider Address: 6215 Brandenburg Road, Brandenburg, KY, 40108	Provider Type: LICENSED TYPE I	Capacity: 37
Owner(s): Central Kentucky Community Action Council, Inc.		Director(s): Smith, Pamela Anne

Inspection Type: Renewal Application	Inspection Information	Inspection No: 246156
Date Initiated: 09/17/2018 11:00 AM	Date Concluded: 09/17/2018 1:45 PM	
	No. of Children Present: 25	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance
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 child care center failed to maintain employee records in accordance with regulatory requirements. Upon request, the child care center staff-in-charge failed to provide documented evidence of fifteen (15) hours of cabinet-approved early care and education training during each subsequent year of employment for staff members with hire dates 10/14/08 and 09/01/99. In addition, there was no documented evidence for one and one-half (1 1/2) hours of pediatric abusive head trauma training completed once every five (5) years for staff with a hire date of 10/14/08.

Programming	In Compliance
Premises	In Compliance
Hygienic Practices	In Compliance
First Aid/Medication	In Compliance
Outdoor Play Area	In Compliance
Equipment	In Compliance
Transportation	Not Applicable
Food Service/Food Program	In Compliance
Food Service	In Compliance

Inspection Report

Children's Records	In Compliance
Written Documentation	In Compliance
Posted Documentation	In Compliance
Animals	In Compliance

Signature of Provider/Representative

Title

Date