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Inspection Report

Provider Name: Holy Name School Extended Care	Provider Information	CLR No: L355831
Provider Address: 628 Second Street, Henderson, KY, 42420	Provider Type: LICENSED TYPE I	Capacity: 99
Owner(s): Holy Name Parish Of Henderson, Kentucky		Director(s): Royer, Diane

Inspection Type: Renewal Application	Inspection Information	Inspection No: 290923
Date Initiated: 09/26/2019 9:58 AM	Date Concluded: 09/26/2019 2:56 PM	
	No. of Children Present: 45	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
290 - Fire Marshal/Zoning Compliance	Not In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (2) A child-care center shall be in compliance with the State Fire Marshal and the local zoning laws.	
Findings:	
General: Based on review of documentation, the most current Fire Marshal inspection report was dated 03/24/18.	
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 staff, hired on 08/24/15, had an annual written performance evaluation on file that was dated 05/11/18.	
Employee Records	Not In Compliance
390 - Educational Requirements	Not In Compliance
922 KAR 2:090. Section 11. Staff Requirements. (1) Child-care center staff: (a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a: 1. High school diploma; 2. GED or qualifying documentation from a comparable educational entity; or 3. Commonwealth Child Care Credential as described in 922 KAR 2:250;	
Findings:	
General: Based on review of documentation, a staff hired on 08/07/19, a staff hired on 08/09/17, and a staff hired on 08/29/19, did not have education verification on file.	

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 hired on 08/07/19, and a staff hired on 08/08/19, did not have TB documentation on file. A staff hired on 07/29/13, had TB documentation on file that was dated 09/18/17.

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 staff hired on 10/23/17, had documentation of completing six (6) hours of cabinet approved training hours during the first year of employment. A staff hired on 08/04/16, had documentation of completing nine (9) hours of cabinet approved training hours during a subsequent year of employment. A staff hired on 08/04/16, had documentation of completing three (3) hours of cabinet approved training hours during a subsequent year of employment. A staff hired on 08/09/17, did not have documentation of completing any hours of cabinet approved training hours during a subsequent year of employment.

Programming

In Compliance

Premises

Not In Compliance

520 - Inaccessible Items

Not In Compliance

922 KAR 2:120. Section 3. General Requirements.

- (7) The following shall be inaccessible to a child in care:**
(a) Toxic cleaning supplies, poisons, and insecticides;
(b) Matches, cigarettes, lighters, and flammable liquids; and
(c) Personal belongings and medications of staff.

Findings:

General: Based on observation, a bottle Claire Dust Up was stored in an open faced wooden unit in the cafeteria. A gallon of Pro-Texall Deluxe Foam was stored on the corner of the sink counter in the restroom of room 118. These items were both labeled, "Keep out of reach of children," but were accessible to children.

525 - Items Accessible Only During Activity

Not In Compliance

922 KAR 2:120. Section 3. General Requirements.

- (8) The following shall be inaccessible to a child in care unless under direct supervision and part of planned program of instruction:**
(a) Knives and sharp objects;
(b) Litter and rubbish;
(c) Bar soap; and
(d) Plastic bags not used for personal belongings.

Findings:

General: Based on observation, thirteen (13) extra-large empty plastic bags were stored on top of shelves and tables in room 114. Seven (7) extra-large empty plastic bags were stored on top of shelves and tables in room 118. Three (3) rolls of small plastic trash bags were stored in an open faced wooden unit holder on the wall in the cafeteria. These items were not a part of the planned program of instruction and were accessible to children.

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, a large brown stain was on a ceiling tile in the school-age girls' restroom. Large brown stains were on two (2) ceiling tiles in the cafeteria.

645 - Sink

Not In Compliance

922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.

- (3) A sink shall be:**
(a) Located in or immediately adjacent to toilet rooms;
(b) Equipped with hot and cold running water that allows for hand washing;
(c) Equipped with hot water at a minimum temperature of ninety (90) degrees Fahrenheit and a maximum of 120 degrees Fahrenheit;
(d) Equipped with liquid soap;
(e) Equipped with hand-drying blower or single use disposable hand drying material;
(f) Equipped with an easily cleanable waste receptacle; and
(g) Immediately adjacent to a changing area used for infants and toddlers.

Findings:

General: Based on observation, the hot water temperature registered eighty (80) degrees Fahrenheit at three (3) sinks in the school-age girls' restroom. The hot water temperature registered eighty (80) degrees Fahrenheit at a sink in the school-age boys' restroom.

Inspection Report

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

Not In Compliance

760 - Fences

Not In Compliance

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

(23) Fences shall be:

- (a) Constructed of safe material;**
- (b) Stable; and**
- (c) In good condition.**

Findings:

General: Based on observation, an opening, approximately a foot long, was at the bottom of the chain-link fence on the school-age children's playground. In that area, the bottom of the chain-link fence could be pushed out approximately one (1) foot.

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

1155 - Policies and Procedures

Not In Compliance

922 KAR 2:090. Section 8. General.

(4) Program policies and procedures shall:

- (a) Be in writing; and**
- (b) Include:**
 - 1. Staff policies;**
 - 2. Job descriptions;**
 - 3. An organization chart;**
 - 4. Chain of command; and**
 - 5. Other procedures necessary to ensure implementation of:**
 - a. KRS 199.898, Rights for children in child-care programs and their parents, custodians, or guardians - posting and distribution requirements;**
 - b. 922 KAR 2:120, Child-care center health and safety standards;**
 - c. 922 KAR 2:280, Background checks for child care staff members, reporting requirements, and appeals; and**
 - d. This administrative regulation.**

Findings:

General: Based on observation, the Children and Parent Rights, were not posted.

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 review of documentation, a staff, hired on 08/05/10, had an annual professional development plan on file that was dated 09/06/18. A staff, hired on 09/04/09, had an annual professional development plan on file that was dated 08/20/18. A staff, hired on 07/29/19, had an annual professional development plan on file that was dated 08/30/18. A staff, hired on 08/04/16, did not have an annual professional development plan on file.

1175 - Earthquake/Tornado/Fire Drills

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

- (h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;**
- (i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;**

Findings:

General: Based on review of documentation, monthly, practiced fire drills were conducted in May through August 2019, but the date, time and name of children participants were not documented.

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1195 - Fire Drills

Not In Compliance

922 KAR 2:120. Section 3. General Requirements.

(12) A fire drill shall be:

- (a) Conducted during hours of operation at least monthly; and
- (b) Documented.

(13) An earthquake drill and a tornado drill shall be:

- (a) Conducted during hours of operation at least quarterly; and
- (b) Documented.

Findings:

General: Based on review of documentation, monthly, practiced fire drills were conducted in May through August 2019, but were not documented.

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 center's statement of deficiency and plan of correction during the current year were not posted.

Animals

In Compliance

Signature of Provider/Representative

Title

Date