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**Inspection Report**

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

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 318365
<b>Date Initiated:</b> 08/31/2021 9:30 AM	<b>Date Concluded:</b> 08/31/2021 2:45 PM	
	<b>No. of Children Present:</b> 44	

Inspection Report	
Background Checks	Not In Compliance
<b>10 - Submit background check</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:280 - Section 4. Procedures and Payments.</b></p> <p><b>(1) To initiate the process for obtaining background checks on a prospective child care staff member, the child care provider shall:</b></p> <p><b>(a) Request that the prospective child care staff member provide a copy of his or her driver's license or other government-issued photo identification and verify that the photograph clearly matches the prospective child care staff member;</b></p> <p><b>(b) Request that the prospective child care staff member complete and sign the:</b></p> <ol style="list-style-type: none"> <li><b>DCC-500, Applicant Child Care Staff Member Waiver Agreement and Statement; and</b></li> <li><b>DCC-501, Disclosures to Be Provided to and Signed by the Applicant Child Care Staff Member; and</b></li> </ol> <p><b>(c) Log on to the NBCP portal and enter the prospective child care staff member's demographic information for a check of the:</b></p> <ol style="list-style-type: none"> <li><b>Child abuse and neglect central registry pursuant to 922 KAR 1:470;</b></li> <li><b>National Crime Information Center's National Sex Offender Registry in accordance with 34 U.S.C. 20921; and</b></li> <li><b>Sex Offender Registry established in accordance with KRS 17.500 through 17.580.</b></li> </ol> <p><b>Findings:</b></p> <p>General: Based on review of documentation, a caregiver hired on 8/1/21, and a caregiver hired on 8/5/21, did not initiate the process of obtaining background checks in the National Background Check Portal (NBCP).</p>	
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Director Requirements</b>	<b>Not In Compliance</b>
<b>360 - Staff Evaluation</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b></p> <p><b>(1) A director shall:</b></p> <p><b>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</b></p> <p><b>Findings:</b></p> <p>General: Based on review of documentation, eight (8) caregivers hired on 8/13/20, 8/7/19, 8/28/20, 8/5/19, 8/1/20, 8/7/19, 8/28/20, and 8/1/20, did not have an evaluation on file. A caregiver hired on 8/4/16, had an evaluation on file dated 5/20/20. A caregiver hired on 8/7/17, had an evaluation on file dated 5/8/17. A caregiver hired on 8/24/15, had an evaluation on file dated 5/11/18. A caregiver hired on 8/4/16, had an evaluation on file dated 5/2/19. A caregiver hired on 8/5/10, had an evaluation on file dated 5/20/20. A caregiver hired on 7/29/13, had an evaluation on file dated May 2019.</p>	

Inspection Report

Employee Records

Not In Compliance

405 - 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 caregiver hired on 8/15/19, had TB documentation on file dated 8/14/19. Two (2) caregivers each hired on 8/1/20, did not have TB documentation on file.

435 - 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 completed within the first three (3) months of employment in a child-care program;
  - (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment in a child care program, 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 completed between July 1 and the following June 30 of each subsequent year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.
- (17) A staff person's compliance with training requirements of this section shall be verified through the cabinet-designated database maintained pursuant to 922 KAR 2:240.

Findings:

General: Based on review of documentation, a caregiver hired on 8/13/20, completed seven and one half (7 ½) hours of training during the first year of employment and completed the six (6) hours of orientation training on 12/14/20, which was not within the first three (3) months of employment. Two (2) caregivers hired on 8/7/17 and 8/5/19, and two (2) caregivers each hired on 8/7/19, did not complete any hours of training during a subsequent year of employment. A caregiver hired on 3/29/21, did not complete six (6) hours of orientation training. A caregiver hired on 8/24/15, last completed the Pediatric Abusive Head Trauma training on 5/16/16. A caregiver hired on 8/1/20, completed the six (6) hours of orientation training on 12/18/20, which was not within the first three (3) months of employment. A caregiver hired on 8/4/16, completed twelve (12) hours of training during a subsequent year of employment and last completed the Pediatric Abusive Head Trauma training on 8/30/16. A caregiver hired on 7/29/13, completed thirteen (13) hours of training during a subsequent year of employment. Two (2) caregivers hired on 8/28/20 and 8/1/20, each completed seven and one half (7 ½) hours of training during the first year of employment.

Programming

In Compliance

Premises

Not In Compliance

565 - 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 caregiver's set of keys, cellphone, and an open can of Sprite were stored on a table and were accessible to children in room 116.

690 - Sink

Not In Compliance

922 KAR 2:120. Section 12. 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 registered eighty-eight (88) degrees Fahrenheit at a sink in room 114 and at three (3) sinks in the girls' restroom near the gym. The hot water registered eighty-four (84) degrees Fahrenheit at a sink in the girls' restroom near the gym. The hot water registered eighty-three (83) degrees Fahrenheit at a sink in the girls' restroom near room 113.

Hygienic Practices

In Compliance

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

**Inspection Report**

**Equipment**

**Not In Compliance**

**865 - Indoor/Outdoor Equipment**

**Not In Compliance**

**922 KAR 2:120. Section 13. 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, rust was on the chain links of twelve (12) swings in the older children's outdoor play area.

**Transportation**

**Not Applicable**

**Kitchen Requirements**

**In Compliance**

**Food Service**

**In Compliance**

**Meal Planning/Center Provides Meals**

**In Compliance**

**Meal Planning/Center Does Not Provide Meals**

**Not Applicable**

**Children's Records**

**Not In Compliance**

**1250 - Enrollment Information**

**Not In Compliance**

**922 KAR 2:090. Section 9. Records.**

**(1) A child-care center shall maintain:**

**(b) A written record for each child:**

- 1. Completed and signed by the child's parent;**
- 2. Retained on file on the first day the child attends the child-care center; and**
- 3. To contain:**

**a. Identifying information about the child, which includes, at a minimum, the child's name, address, and date of birth;**

**b. Contact information to enable a person in charge to contact the child's:**

- (i) Parent at the parent's home or place of employment;**
- (ii) Family physician; and**
- (iii) Preferred hospital;**

**c. The name of each person who is designated in writing to pick-up the child;**

**d. The child's general health status and medical history including, if applicable:**

- (i) Allergies;**
- (ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and**
- (iii) Permission from the parent for third-party professional services in the child-care center;**

**e. The name and phone number of each person to be contacted in an emergency involving or impacting the child;**

**f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;**

**Findings:**

General: Based on review of documentation, a child enrolled on 8/1/21, did not have contact information on file for staff to contact the child's physician.

**Written Documentation**

**Not In Compliance**

**1280 - 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 caregiver hired on 8/13/20, had a professional development plan on file dated 8/13/20. A caregiver hired on 8/28/20, had a professional development plan on file dated 8/28/20. Two (2) caregivers hired on 8/5/19 and 8/1/20, each did not have a professional development plan on file.

**Posted Documentation**

**Not In Compliance**

**1325 - Daily Activities**

**Not In Compliance**

**922 KAR 2:090. Section 10. Director Requirements and Responsibilities.**

**(1) A director shall:**

**(h) Post a schedule of daily activities, to include dates and times of activities to be conducted with the children in each classroom;**

**Findings:**

General: Based on observation, a date and times were not documented on the posted schedule of daily activities in room 113. A date was not documented on the posted schedule of daily activities in room 114 and room 116.

**Animals**

**Not Applicable**

Signature of Provider/Representative

Title

Date