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**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

<b>Provider Name:</b> Holy Cross Care and Learning Academy	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L356532
<b>Provider Address:</b> 3612 Church Street, Covington, KY, 41015		<b>Capacity:</b> 70
<b>Owner(s):</b> Holy Cross Parish		<b>Director(s):</b> Fisk, Susan Ann

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 221274
<b>Date Initiated:</b> 08/31/2017 9:30 AM	<b>Date Concluded:</b> 08/31/2017 10:50 AM	
	<b>No. of Children Present:</b> 36	

Inspection Report	
<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>In Compliance</b>
<b>Employee Records</b>	<b>Not In Compliance</b>
<b>340 - Training</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:110. Section 5. Staff Requirements.</b>                      (14) 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 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 pediatric abusive head trauma training completed once every five (5) years.</p>	
<b>Findings:</b>	
General: Based on Review of Documentation, it was found that the file and ECE-TRIS record for an employee hired on 8-22-16 contained evidence of zero (0) hours of additional training being completed during the first year of employment.	
<b>Programming</b>	<b>In Compliance</b>

**Inspection Report**

**Premises**

**Not In Compliance**

**460 - Inaccessible Items**

**Not In Compliance**

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

**(7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care:**

- (a) Toxic cleaning supplies, poisons, and insecticides;**
- (b) Knives and sharp objects;**
- (c) Matches, cigarettes, lighters, and flammable liquids;**
- (d) Plastic bags;**
- (e) Litter and rubbish;**
- (f) Bar soap; and**
- (g) Personal belongings and medications of staff.**

**Findings:**

General: Based on Observation, it was found that an unlocked green floor cabinet in the Three Year Old classroom contained Dermasil lotion and volumizing mousse. Both containers bore the label "Keep Out of Reach of Children." The cabinet also contained a bottle of LA Colors nail polish which bore the label "Flammable. Keep from small children."

**480 - Premises Requirements**

**Not In Compliance**

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

**(1) The premises shall be:**

- (a) Suitable for the purpose intended;**
- (b) Kept clean and in good repair;**

**Findings:**

General: Based on Observation, it was found that the stall walls in the boys' bathroom were rusting along the bottom portion.

**Hygienic Practices**

**In Compliance**

**First Aid/Medication**

**Not In Compliance**

**670 - 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;**
- (b) Kept in the original bottle; and**
- (c) Properly labeled.**

**(7) Medication shall not be given to a child if the expiration date on the bottle has passed.**

**Findings:**

General: Based on Observation, it was found that an unlocked locker in the kitchen contained two (2) bottles of children's ibuprofen, a bottle of sunscreen and a tube of anti-itch cream. The door to the kitchen is kept unlocked.

**Outdoor Play Area**

**In Compliance**

**Equipment**

**In Compliance**

**Transportation**

**Not Applicable**

**Food Service**

**In Compliance**

**Children's Records**

**Not In Compliance**

**1075 - Enrollment Information**

**Not In Compliance**

**922 KAR 2:110. Section 3. 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 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 situation 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, it was found that one (1) child's file out of ten (10) children's files reviewed did not contain a physician's name and/or telephone number.

**Written Documentation**

**In Compliance**

**Inspection Report**

**Posted Documentation**

**Not In Compliance**

**1155 - Posting Requirements**

**Not In Compliance**

**922 KAR 2:110. Section 2. General.**

**(7) 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) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;**
- (b) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;**
- (c) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;**
- (d) 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;****
- (e) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and**
- (f) Daily schedule.**

**Findings:**

General: Based on Observation, it was found that the civil penalty notice issued on 11-15-16 was not posted in the facility.

**1165 - Daily Activities**

**Not In Compliance**

**922 KAR 2:110. Section 4. Director Requirements and Responsibilities.**

**(1) Effective with the adoption of this administrative regulation, 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, it was found that the schedule of daily activities posted in the Two Year Old classroom was dated 8-21-17. A current schedule of daily activities was not posted.

**Animals**

**In Compliance**

Signature of Provider/Representative

Title

Date