



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

Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Hope Ministries LLC	Provider Information	CLR No: L384155
Provider Address: 1209 Highland, Suite K, Carrollton, KY, 41008	Provider Type: LICENSED TYPE I	Capacity: 20
Owner(s): Hope Ministries LLC		Director(s): Breeden, Maria

Inspection Type: Initial Application	Inspection Information	Inspection No: 305856
Date Initiated: 01/13/2021 9:00 AM	Date Concluded: 01/13/2021 11:15 AM	
	No. of Children Present: 18	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	Discussed
General Administration	In Compliance
Director Requirements	In Compliance
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 observation, interview and review of documentation, the file for three staff members with a hire date of 1/13/2021 did not contain a high school diploma, GED or qualifying documentation from a comparable educational entity; or Commonwealth Child Care Credential. Interview with the staff member in charge revealed that the documentation for the aforementioned staff members was not available at the time of the survey.	
Programming	In Compliance
Premises	In Compliance
Hygienic Practices	In Compliance
First Aid/Medication	In Compliance

Inspection Report	
Outdoor Play Area	Not In Compliance
735 - Fence Requirement	Not In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (20) An outdoor play area shall be: (a) Except for an after-school child-care program located on the premises of a public or state-accredited nonpublic school, fenced for the safety of the children;	
Findings: General: Based on observation, the outdoor play area was not fenced.	
Equipment	In Compliance
Transportation	Not Applicable
Food Service/Food Program	In Compliance
Food Service	In Compliance
Children's Records	Discussed
Written Documentation	Not In Compliance
1150 - Evacuation Plan	Not In Compliance
922 KAR 2:090. Section 5. Evacuation Plan. (1) A licensed child-care center shall have a written evacuation plan in the event of a fire, natural disaster, or other threatening situation that may pose a health or safety hazard for a child in care in accordance with KRS 199.895 and 42 U.S.C. 9858c(c)(2)(U).	
Findings: General: Based on interview and review of documentation, the staff member in charge did not present verification that an evacuation plan in the event of a fire, natural disaster, or other threatening situation that may pose a health or safety hazard for a child in care had been submitted to the local emergency management team. The staff member in charge acknowledged that the documentation had not been submitted.	
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 interview and review of documentation, the staff member in charge did not present written program policies and procedures to include: <div> 1. Staff policies 2. Job descriptions 3. An organization chart 4. Chain of command </div>	
1165 - Staff Schedule	Not In Compliance
922 KAR 2:090. Section 9. Records. (1) A child-care center shall maintain: (d) A written schedule of staff working hours;	
Findings: General: Based on interview and review of documentation, the staff member in charge did not present a written schedule of staff working hours.	
1190 - Orientation Procedure	Not In Compliance
922 KAR 2:120. Section 2. Child Care Services. (3)(b) The program shall include: 2. Written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member.	
Findings: General: Based on interview and review of documentation, the staff member in charge did not present a written policy that specifies that the procedures that were taught at the orientation training shall be implemented by each child-care center staff member.	
Posted Documentation	In Compliance
Animals	In Compliance

Inspection Report**Emergency Regulation****Not In Compliance****1260 - Emergency Regulation****Not In Compliance****922 KAR 2:410E. Emergency Regulation.**

Due to the current declared public health emergency caused by the Novel Coronavirus Disease (COVID-19), licensed child care centers must operate under Centers for Disease Control and Prevention and public health guidelines, as mandated by 922 KAR 2:410E, to prevent the spread of COVID-19.

Findings:

General: Based on interview and review of documentation, the file for a staff member listed as a substitute with a hire date of 1/12/2021 did not contain verification that a Criminal Abuse and Neglect background check had been conducted. Interview with the staff member in charge revealed that the background check had not been conducted. The aforementioned staff member was not observed working on the date of the inspection.

Signature of Provider/Representative

Title

Date