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Inspection Report

Provider Name: Holy Spirit Child Care	Provider Information	CLR No: L353245
Provider Address: 3308 Richard Avenue, Louisville, KY, 40206	Provider Type: LICENSED TYPE I	Capacity: 165
Owner(s): Church Of The Holy Spirit		Director(s): Murphy, Shelby Kathryn

Inspection Type: Renewal Application	Inspection Information	Inspection No: 278718
Date Initiated: 02/27/2019 9:00 AM	Date Concluded: 02/27/2019 11:30 AM	
	No. of Children Present: 26	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
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 and interview, the director failed to assure compliance with regulatory requirements. Review of staff files revealed an annual written performance evaluation was not presented for review at the time of survey for five (5) staff members hired 1/3/18, 8/25/15, 8/3/15, 8/16/17 and 2/6/17. Interview with director revealed an evaluation had not been completed for the staff members.	
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 regulations. Review of staff files and ECE-TRIS report revealed documentation of nine (9) hours of cabinet approved training was not presented for review at the time of survey for two (2) staff members hired 8/16/17 and 2/6/17. Continued review of staff files and ECE-TRIS report revealed documentation of fifteen (15) hours of cabinet approved training was not presented for review at the time of survey for one (1) staff members hired 8/25/15. Interview with director revealed this documentation was not on file at the time of survey.	
Programming	In Compliance
Premises	In Compliance
Hygienic Practices	In Compliance

Inspection Report		
	First Aid/Medication	In Compliance
	Outdoor Play Area	In Compliance
	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
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 review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulations. Review of documentation revealed an evacuation plan, written for the center, was not presented for review at the time of survey. Interview with director revealed she needed to submit an evacuation plan.		
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 and interview, the child care center failed to maintain written documentation in accordance with regulations. Review of staff files revealed a written annual plan for childcare staff professional development was not presented for review at the time of survey for five (5) staff members hired 1/3/18, 8/25/15, 8/3/15, 8/16/17 and 2/6/17. Interview with director revealed a staff professional development plan had not been completed for the staff members.		
	Posted Documentation	In Compliance
	Animals	Not Applicable

Signature of Provider/Representative

Title

Date