IPAS/IPPS

Independent
Inspection Report

Centre:	Johnson Marina,
Centre.	Tralee
	Accommodation
	Centre
Inspector:	Fergal Duane
Date of Inspection:	21/10/2022
Time of Arrival & Departure:	14.30-1700

Part 1 General Information on Services

Independent Inspection Report

Centre: Johnson Marina, Tralee

Date of Inspection: 21/10/2022

1. CENTRE DETAILS

Name and address of Centre	Johnson Marina, Tralee, Co Kerry

Contractor	OFM
Manager	Jamie Carnegie
Who deputises for manager in his/her absence?	Give Job Title only Assistant manager / Receptionist

	I
Telephone Number	066 718 0177

Current Contracted Capacity	90
Current Occupancy (today)	127 inc temporary accommodation
Current Centre Profile (e.g., singles, families etc.)	Families/Single Female

HSE Area	South West
Public Health Nurse	Catherine O'Sullivan
DSP / CWO name	CWO: Caroline O'Brien
Environmental Health Officer name	Isabel Kennelly
Local Fire Officer Name	Fire officer: Vincent Hussey
Local Fire Station	Tralee

Is the Centre certified by any Quality Management System	Yes Nox
(i.e. Q Mark, ISO)?:	
If yes, please give details:	
What was the date of the last certification?	
Have you a copy of the Certification	Yes No

2. Please provide a copy of the following

	Check List
Official Register	x
Menu Cycle	x
Staffing Lists as follows:	
1. Full list of staff employed at the centre (indicating Names, Titles, Roles, etc.,)	x
2. Indicate who is on duty at time of inspection (today)	x
3. a separate list of Designated Liaison Persons (child protection)	x

3 GENERAL SECURITY & EMERGENCY DETAILS

Is 24 hour supervision provided?	(Y/N)	Yes x No
Give details of roster hours		Night Porter 8pm to 8 am
Is security provided by external company?	(Y/N)	Yes
If yes, give name of company:		Top Security
Does the centre have CCTV?	(Y/N)	Yes x No
Is a list of emergency numbers available in the	е	Yes x No
Manager's office?		
Does the list include the following numbers?	(Y/N)	Yesx No
Local Garda station 24 hr number		
Local hospital		
Local fire station		If no, give details:
Duty Social Work Team		
Out of hours GP Service		
RIA out of hours number		
Are first aid kits available?	(Y/N)	Yes x No
Where and how many?		kitchen and reception
Who is responsible for first aid restocking?		Job title <u>only</u> (not name) of person responsible:
		Assistant Manager
Is there a defibrillator in the centre?		Yes Nox
How many staff been trained to use it?		

4 HEATING ARRANGEMENTS

What type of heating is used in the centre?	Electric
Do residents have control of the heatingin their own	Yes x No
bedroom?	
If no, what arrangements are in place?	
What are the heating 'ON' times?	Electric heating available 24/7 controlled
	(on/off) in resident room

5 HOUSE RULES

Are residents provided with a copy of the House Rules on arrival?	Yes x No
How does centre management explain house rules to residents on arrival?	Post in reception and made available on arrival induction with Manager. IPAS/IPPS booklet issued

6 ARRANGEMENTS FOR RESIDENTS & VISITORS (keys / storage / toiletries)

Are residents issued with key for their bedroom?(Yes/No)	Yes x No
Are residents issued with key for main door?(Yes/No)	Yes No x
If no, give details	Door is locked in evening time by
	Porter on duty (locked at 10pm)
Are there procedures to allow residents to receive	Yes
visitors? (Give details)	
Outline visiting times:	10am to 10pm
In what areas are visitors allowed in the centre?	Reception lobby and restaurant seating
Any other relevant information:	
Is there a facility for storage of residents' valuables*?	Yes. Excess belongings are stored in
(Give details.)(*Storage is at resident's own risk)	the Loft space above the GYM /
	Children's play area. Residents are
	advised to not store expensive items
What toiletries are provided to residents on arrival?	Soap, shampoo, toothpaste, toilet
	paper
What arrangements are in place to replenish these	Go to reception to request – checked
items?	also monthly

7 ARRANGEMENTS FOR MAINTENANCE

Does the centre have a written procedure in place	Yes x No
for residents to report maintenance issues? (Yes/No)	
Is there a maintenance day book? (Yes/No)	Yes x No
Describe the maintenance procedure at the centre:	
Log in managers office for maintenance to do etc.	

8 CHILD PROTECTION

Are measures in place to inform staff and visitors of RIA's	Yes – all staff issued Child Protection Policy and
Child Protection Policy?	signs off.
(Give details)	
Are visitors asked to sign a declaration agreeing to	Yes
adhere to the child protection policy?	
Where is declaration held?	Office
Is there a sign in book for visitors? Where?	Yes – reception desk
Are there notices on public display giving name and	Yes – in dining room and main reception
contact details of Designated Liaison Person? Where?	corridors
Have Designated Liaison Persons received HSE training?	Yes
Are notices prominently displayed regarding parental	Yes in Dining room and reception notice boards
supervision of children? Where?	

9 FOOD SAFETY

Has a HACCP system been implemented? (Yes/No)	Yes x No
Have the premises been inspected by an Environmental	Yes x No
Health Officer? (Yes/No)	
Date of last visit:	23/11/20 – two minor issues none since

10 NUTRITION / SCHOOL LUNCHES / BABY FORMULA (general arrangements)

Are residents consulted regarding menu / dietary requests? (Give details.)	Chef openly meets with residents
Provide details opposite: Which of the following are provided for school children's packed lunches:	Selection of fruit and juices everyday with yogurt drink once a week.
 Sandwich? What sandwich fillings are available: Cheese? Ham? Chicken? Tuna? Jam? Other? Drinks? Juice? Water? 	Residents have dining room set out for them every school morning with bread, ham, chicken, cheese, salads and butter/spread
Yogurt?Fruit?Other	
Is infant formula kept out of public view?	yes
What arrangements are in place for distribution	Issued by manager and recorded on
of infant formula?	issue log.

11 ARRANGEMENTS FOR REFRESHMENTS / MEALS OUTSIDE NORMAL MEAL TIMES

THIVIES	
Are tea / coffee / drinking water / Snacks etc.	Yes x No
available outside mealtimes?	
What food/snacks are available after hours or when	Fruit, Bread, coffee, tea and milk
kitchen is closed?	
Where are the snacks located and how are they	Dining room
accessed?	
Are meals available for residents who arrive late?	Yes x No
(Give details.)	Meal left covered for re-heating once notified
Are meals available for new arrivals?	Yes on arrival if outside main meal times ,
(Give details)	meals will have been set aside from previous
	service.
Are packed lunches available for residents	Yes x No
travelling to Dublin on official business?	Sandwich, juice/water and fruit
(Give details)	
If the inspection takes place during Ramadan this	n/a
section <u>must</u> be completed.	
What arrangements are in place to facilitate	
residents observing a fast during Ramadan?	

12 FACILITIES FOR FEEDING BABIES

Are the following available?	Yes/No
Access to drinking water (for breastfeeding mothers	Yes x No
/ for preparation of infant formula)	

Sterilisers	Yes x No
Kettles	Yesx No
Fridge (for bottles of EBM* / formula)*Expressed	Yes x No
Breast Milk	
Bottle Warmer	Yes Nox
Microwave	Yes x No
Are these facilities available 24 hours a day	Yes x No
Is there a dedicated room provided?	Yes x No
Where?	Dining room or their own rooms

13 INDOOR FACILITIES

Are the following are available to residents?	Yes/No
Computers with Internet access	Yes x No
WIFI	Yes x No
DVD player	Yes x No
Computer Games	Yes Nox
Snooker Table	Yes Nox
Pool Table	Yes Nox
Table Tennis Table	Yes Nox
Board Games	Yes x No
Newspapers	Yes Nox
Books	Yes x No
Toys / games for children	Yesx No
Other	
Give details of any other arrangement or other comments:	The children's play room is a multipurpose space for resident use. Access to the GYM is through this space.

14 TRANSPORT ARRANGEMENTS

Is there a bus service provided? (Yes/No):	Yes Nox
Where does the service go to?	
What is the frequency of the service?	
(List time table opposite)	

15 TV SYSTEM

Is there a specific TV system in place?	Yes x No
(give details)	
An average, how many TV channels are provided to residents?	Saorview available to all residents
Are residents allowed to erect satellite	No
dishes?	

16 LAUNDRY FACILITIES (General Arrangements)

Are Laundry facilities available in the centre? (Y/N)	Yes x No
If No, what service is provided?	
Who launders towels and bedlinen?	Staff
(e.g., residents, staff, other, etc)	(4 washers / 4 dryers)
What procedures are in place for the exchange of	On request with manger
towels and bed linen at the centre?	
What procedures are in place for ironing boards	Available from reception both irons and ironing
and irons?	boards
How is washing powder / tablets supplied?	Washing machines on automatic dosing
Are there specific arrangements for access to the	Open from 8am to 10pm
laundry (give details):	

17 CLEANING (General Arrangements)

Are there cleaning materials and equipment	Yesx No
provided by management for residents?	
What cleaning equipment is available to	Cleaning Agent/Toilet
residents?	cleaner/Vacuum/Mops and brushes
What is the procedure for residents to access	Request them from managers office
vacuum cleaners, brushes & other cleaning	
equipment?	
What arrangements are in place if rooms are	Manager speaks to resident and if
not cleaned sufficiently by residents?	necessary assistance provided
. ,	,

PART 2

Room by Room Inspection

Independent Inspection

Centre: Johnson Marina, Tralee

Date of Inspection: 21/10/2022

Section A- Administration / Communal areas

17 Have you seen the following?

		Location of display
Up to date House Rules	х	Dining room and lobby
Complaint Forms	х	Stairwell lobby beside reception
Accident/ Incident procedure	х	Mangers office

HSE Breastfeeding Posters	х	Dining room and lobby
(if applicable)		
Designated Liaison Person details	x	Dining room and lobby
(Child Protection)		
Supervision of children notice	x	Dining room and lobby
Gym Notices(Child Safety – if applicable)	X	Gym door
IOM Voluntary Return Posters	х	Stairwell lobby beside reception

18 Staff Awareness

Did you see the RIA Code of Practice*?	х
Are all staff aware of RIA Code & House Rules?	x
How are staff made aware of RIA Code & House Rules?	
Training session by manager and sign off.	

^{*}A Code of Practice for persons working in accommodation centres

19 FIRE SAFETY

You should record the last 2 entries on the fire register for each of the following sections:

19a EMERGENCY LIGHTING INSPECTION SCHEDULE

<u>Date</u>	Inspected By (Company Name / Position)	<u>Comments</u>
18/10/22	Internal	Ok
26/09/22	NEL Services	Ok

19b FIRE ALARM & DETECTION SYSTEM INSPECTION SCHEDULE

Date	Inspected By (Company Name / Position)	OK	Defect	Remedial Action Taken(Y/N)	Sign Off Y/N
21/10/22	Internal	x			
08/08/2022	external by Chubb	х			

19c FIRE FIGHTING EQUIPMENT INSPECTION SCHEDULE

(Include all fire extinguishers, hose reels and fire blankets.)

	, ,		,		
Date	Inspected By	OK	Defect	Remedial Action	Sign Off
	(Company Name /			Taken (Y/N)	Y/N
	Position)				
20/10/2022	Internal	x			
Nov /2021	external by M&K	Х			
	Fire				

19d FIRE EXIT DOORS / MEANS OF ESCAPE INSPECTION SCHEDULE

Date	Inspected By (Company Name / Position)	OK	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
20/10/22	Internal security	x		, , ,	
18/10/22	Internal Security	X			

19e FIRE DRILL PROCEDURE INSPECTION SCHEDULE

Date & Time	Numbers of staff involved in drill	No. of residents present / evacuated **	Evacuation Time	Comments
7/10/22	6	128	10mins	No issues
08/03/22	5	71	9min	All OK

^{**}Both numbers must be recorded.

19f STAFF INSTRUCTION AND TRAINING (Fire Safety)

Job Description	Course	Instructor	Duration	Date
All staff	Fire Safety	M Morley (M&K Fire)	1 day	Nov 2021

19g FIRE ASSEMBLY POINTS

Where are the Fire Assembly Points located?	Front of building
Are they marked?	Yes
Are staff aware of locations?	yes
Comments:	

19h FIRE ALARM SYSTEM

Is there a fire alarm system in place?	Yes
Are there smoke alarms throughout the	yes
premises, inc bedrooms?	
Are all smoke alarms linked back to a central	yes
control panel?	
Are there designated 'Smoking' areas?	No smoking allowed inside building
Include locations	
Comments:	

19i FIRE EXITS, EMERGENCY LIGHTING, SMOKE ALARMS, FIRE NOTICES

(in corridors & common areas)

Are fire exits clear from obstruction?	Yes
Are they unlocked?	yes
Are fire exits clearly posted throughout the	yes
building?	
Are all fire doors kept closed?	yes
Are fire evacuation instructions clearly	yes
displayed in the centre?	
Are fire extinguishers clearly visible?	yes
Is there emergency lighting system in place?	yes
Comments:	

Administration Area:

s the area generally clean?		Yesx No
f no please give details:		
Visual Check: Have you noticed any issues r	equiring att	tention? Yes No x
(e.g., fire exit signs, hazards, lighting, notices, de	écor, etc.)	
If yes please detail:		
Have you seen the following?		
		Location of display
Up to date House Rules	х	Dining room and lobby
Complaint Forms	Х	Dining room and lobby
Accident/ Incident procedure	х	Managers office
HSE Breastfeeding Posters	х	Dining room
(if applicable)		
Designated Liaison Person details	х	Dining room
(Child Protection)		
Supervision of children notice	х	Dining room and corridors
Gym Notices (Child Safety – if applicable)	х	Gym door
IOM Voluntary Return Posters	х	Dining hall
Anti Human-Trafficking Posters	X	Dining hall
'NO to Violence & Harassment' Posters	x	Dining hall
Social Room / Tea Station (State Location	on):	
What facilities are provided? Dining room		
Is the area generally clean?		Yes x No
If no please give details:		
Visual Check: Have you noticed any issues r	equiring att	tention? Yes Nox
If yes please detail:		
Due seheral Danier		_
Pre-school Room: Is thearea generally clean? Yes		

(observe whether the area is colourful, has sufficient toys, changing areas, toilets in working order, etc)

DINING AREA:

Other comments:

Please outline the meal times:

	From	То
Breakfast	7.30	9.30
Lunch	12.30	14.00
Dinner	17.00	19.00

Which is the main meal of the day:	Lunch x
Is menu cycle available?	Yes x No

If no, give details of all men	u options on day o	f inspecti	on:				
Breakfast							
Lunch							
Dinner							
Is menu cycle on display?			Yes	Х	No		
Does menu cycle correspond v	with options availabl	e?	Yes	Х	No		
If no, ask manager for explana	tion and provide de	tails:					
Daily Menu matched menu cy	<i>r</i> cle						
Which meal was sampled?	lunch						
Please describe the meal in de	tail (e.g. was it hot /	cold, blan	d / spi	cy etc.)Ta	andoori ch	nicken	
and Selection of Salad							
Was there a vegetarian option	1?	Yes	X	No			
(note salad and vegetables <u>alo</u>	<u>ne</u> are not						
considered as vegetarian option	on)						
							_
Give details of this option:		Veg cr	eam so	up,			
Give details of this option: Were there ethnic dishes avail	lable?	Veg cro	eam so	up, No	x		_
	able?	Yes		No	x ent feedb	ack	_
Were there ethnic dishes avail		Yes		No		ack	
Were there ethnic dishes avail Give details of this option:	nfants?	Yes Menu	based (No on reside		ack	
Were there ethnic dishes avail Give details of this option: Was fresh foods available for I	nfants? delines)	Yes Menu	based (No on reside		ack	
Were there ethnic dishes avail Give details of this option: Was fresh foods available for I (as per HSE Infant Feeding Gui	nfants? delines)	Yes Menu Yes Yes	based (No on reside No		ack	
Were there ethnic dishes avail Give details of this option: Was fresh foods available for I (as per HSE Infant Feeding Gui In your opinion, does the food	nfants? delines) on offer appear to	Yes Menu Yes	based (No on reside No		ack	
Were there ethnic dishes avail Give details of this option: Was fresh foods available for I (as per HSE Infant Feeding Gui In your opinion, does the food provide a good variety?	nfants? delines) on offer appear to ng Ramadan?	Yes Menu Yes Yes Yes	based (No on reside No No No	ent feedb		
Were there ethnic dishes avail Give details of this option: Was fresh foods available for I (as per HSE Infant Feeding Gui In your opinion, does the food provide a good variety? Did inspection take place during	nfants? delines) on offer appear to ng Ramadan? nents for provision o	Yes Menu Yes Yes Yes	based (No on reside No No No	ent feedb		
Were there ethnic dishes avail Give details of this option: Was fresh foods available for I (as per HSE Infant Feeding Gui In your opinion, does the food provide a good variety? Did inspection take place durin If yes, please outline arrangem (medical or other appointments, o	nfants? delines) on offer appear to ng Ramadan? nents for provision o	Yes Menu Yes Yes Yes Yes f meals ou	x x x itside o	No nreside No No No no no	x mealtime		
Were there ethnic dishes avail Give details of this option: Was fresh foods available for I (as per HSE Infant Feeding Gui In your opinion, does the food provide a good variety? Did inspection take place durin If yes, please outline arrangements.	nfants? delines) on offer appear to ng Ramadan? nents for provision o	Yes Menu Yes Yes Yes Yes f meals ou	x x x itside o	No on reside No No No	x mealtime		
Were there ethnic dishes avail Give details of this option: Was fresh foods available for I (as per HSE Infant Feeding Gui In your opinion, does the food provide a good variety? Did inspection take place durin If yes, please outline arrangem (medical or other appointments, of Is there any damaged seating of Is there enough seating for res	nfants? delines) on offer appear to ng Ramadan? nents for provision o etc.): or tables in dining ro	Yes Menu Yes Yes Yes Yes f meals ou	x x x x x y	No nreside No No No no no	x mealtime		
Were there ethnic dishes avail Give details of this option: Was fresh foods available for I (as per HSE Infant Feeding Gui In your opinion, does the food provide a good variety? Did inspection take place durin If yes, please outline arrangem (medical or other appointments, or Is there any damaged seating or est their lunch?	nfants? delines) on offer appear to ng Ramadan? nents for provision o etc.): or tables in dining ro	Yes Menu Yes Yes Yes Yes f meals out toom? t down and	x x atside o	No No No No f normal	x mealtime		

KITCHEN AREA: Food Safety Critical Requirements

FOOD SAFETY

Has the premises been inspected by an	Yes
Environmental Health Officer?	
Date of Visit?	23/11/20 no visit since.
Comments:	
No issues	

Has a HACCP system been implemented?	Yes
Who designed the HACCP system?	OFM
Who is responsible for reviewing the	Chef
system?	
How frequently is the system reviewed?	Not determined

HACCP Records:

Pest Control:

Alphasan Pest Control ltd.- no activity 06/09/2022

Induction and Ongoing Staff Training:

HACCP training has been provided to all kitchen staff, training records viewed in employee file.

Time & Temperature Records:

As part of HACCP plan, Cooking, re-heating, service temperatures are taken at each service and recorded as required

Hygiene Audits: Done by Chef

List of Approved Suppliers: Detailed list of approved suppliers in place.

Cleaning Schedules:

Daily/weekly cleaning registers in place, checked by Head Chef on a daily/weekly basis, separate server and kitchen cleaning registers.

Procedures for accepting deliveries: Follow strict HACCP control point system and acceptance of delivery process in place.

General Comments:

Very clean kitchen and well maintained. Excellent HACCP system in place.

HACCP and Kitchen Evaluation

General

Is the kitchen commercial or domestic?	Commercial.
What equipment is in place?	
Oven, gas burner, deep fryer, commercial microway	re, commercial mixer, milk dispenser, commercial
dishwasher, worktops for cooked meat, raw meat an	nd vegetables.
_	-
In what condition is the equipment? Appe	eared in good condition, no complaints form Head
Chef. Majority of equipment is clean and well main	
	·
Comments: Separate room for dish washing. Are	ea well ventilated, clean and well maintained
	·

Structural Hygiene Kitchen:

Is the refuse area suitably located?	Yes,	
Is the area tidy?	Yes	
Are all bins covered?	Yes	
Are signs displayed at all entrances in re	lation to	Yes.
access to kitchen for non kitchen staff?		
Are white coats, shoe covers and hats av	ailable	Yes
for non kitchen staff?		
Comment of the structural hygiene of th	e kitchen (i.e.
floors/walls/ceilings/doors/windows/worl	k surfaces/	ventilation, etc):
Linoleum exiting from kitchen to chemical store is	getting worn	and needs replacing
Are suitable hand washing and drying fa provided?	icilities	Yes, two hand washing facilities in place.
General Comments:		

Structural Hygiene cont Dry Goods

Suitably equipped? Shelving/containers	Yes, separate dry goods storage room.
etc	
Condition and suitability of facilities:	
Suitable shelving area is provided. All items clearly	displayed and shelving kept in a clean state.
What evidence is there of stock	All stock observed within expiry dates.
rotation?	

Refrigerated Storage

What type of refrigerated storage is provided?	Free standing commercial refrigerators and chest freezers.
Comment on the condition and suitabi Two commercial refrigerators in place, with sepa vegetables.	
Are thermostats provided and in working order?	Yes, all in good working order.
Are food items date stamped?	yes

Other

Is there appropriate storage for	Yes, separate locked
cleaning agents and chemicals?	

Operational Hygiene

Do residents use the main kitchen? No	N/A	
s that use supervised to ensure safe & hygienic	IN/A	
oractices are observed?		
By whom is it supervised?	N/A	

Is the correct equi	oment provided? e.g. colour coded chopping boards
Yes	

Is the necessary holding equipment provided? e.g.bainmaries, refrigerated units

Bain marie and refrigerated display unit provided in service area. Both units are clean and well maintained.

Condition and suitability of serving equipment and utensils:
All serving equipment and utensils are clean and well maintained.

What procedures are in place for unused/unserved food at the end of service? Food waste is disposed of after every service. Uncontaminated Food which can be saved and cooled within time controls, such as rice, is recycled correctly to reduce food waste

Comments:			

Staff Facilities and Hygiene

Are designated staff facilities		Yes.
provided?		
What facilities are in place? staff locker		room and toilets in place.

Are all areas clean and well maintained?	Yes. All areas are regularly cleaned and are in a good condition.
Are suitable hand washing & drying facilities provided?	Yes, hand washing facilities in both toilet areas.
Is storage provided for personal belongings?	Yes, lockers are provided.
Are showers provided? indicate cleanliness& suitability	No.

Is a designated area provided for staff	No, dining room used for staff breaks also.
breaks? If yes, is it clean/suitable/well	
maintained	
If no, outline arrangements for breaks	

Are uniforms provided for:				
Kitchen Staff?	Yes, uniforms, hats and aprons are provided.			
Serving Staff?	Yes, uniforms, hats and aprons are provided.			

Are uniforms clean and in good condition? (to include caps/hairnets/closed heel/toe shoes etc)	Appropriate uniforms, hats, hairnets are provided. Appropriate shoes are also worn.
Is personal grooming satisfactory?	Yes.
Are safe habits practiced?	Yes, use of serving equipment, and use of gloves are practiced.
General Comments on staff facilities:	

23 PUBLIC TOILET (State Location):

	Number	Soap	Toilet	Hand Towels /	Hot	Sanitary Bins	
			Paper	Dryers	Water		
Unisex:							
Ladies:	4	х	х	х	х	х	
Gents:	4	х	х	х	х		
Is there a	Is there a cleaning schedule displayed?Yes No x						
Record the last time entry. 20/10/22							
Is the area clean? (provide comment) yes							
Are all facilities working? Yesx No							
Visual Check: Have you noticed any issues requiring attention? Yes No x							
If No, give details:							

24COMMUNAL ROOM (State Location):down from reception on right hand side

Storage area:		
Is the walkway through the area clear? Are the exit signs clearly marked?	Yes X No Yes X No	
General Seating Area Is the seating in good condition? What is the area generally used for? Socialising and visitors Computer room:	Yes X No	
Is the area generally clean? Visual Check: Have you noticed any issues requiring attention? If yes please detail:	Yes No X Yes No	X
Any other comments? If yes please detail:		

OUTDOOR GROUNDS / FACILITIES

Please rate the following

	Very Good	Adequate	Poor*	Needs urgent attention*	
Condition of exterior of centre		х			
Paintwork of the centre	Х				
Maintenance standard of the grounds (e.g. grass cut, walkways clear etc.)		Х			
Cleanliness of the grounds (ie., evidence of rubbish etc.)		х			
Where you have rated * please provide details and comments:					
Are there any facilities available for children outdoors? Open spaces and a dedicated play					
areas					
Comments					

LAUNDRY ROOM

	Washing Machines	Dryers
Number	4	4
Do they appear to be in worki Comments: yes all in use	ng order	

CORRIDOR	all corridors are	maintained	exceptionally	y well
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Is the area generally clean?	Yes x No
If no please give details:	
Visual Check: Have you noticed any issues requiring attention?	Yes Nox
If yes please detail:	

STAIRWAY all stairwells are clean and kept clear

Is the area generally clean?	Yes x No
If no please give details:	
Visual Check: Have you noticed any issues requiring attention? (e.g., fire exit signs, hazards, lighting, notices, décor, etc.)	no
If yes please detail:	

Bedrooms:

CLEANING (<u>General Arrange</u>	<u>ements)</u>								
How often are	e bedrooms inspe	cted?		twice w	veekly [W	eekly	Х		
Who cleans th	ne bedrooms?			Staff		F	Reside	ents	Х	
How often do	staff clean the be	drooms?		Weekly	<i>'</i> [f	ortni	ghtly		
				Month	ly [Ot	herx			
Are there clea	ning materials an	d equipme	ent							
provided by m	nanagement for re	esidents?		Yesx No						
What cleaning equipment is available to residents?				Mops, brushes, toilet cleaner, vacuum etc						
What arrange	ments are in plac	e if rooms	are	Manag	ement v	will w	ork v	vith re	sident and if	f
_	ufficiently by resid			_	ary get l				assist in	
	<u>'</u>									
ROOM NUMB	SER101									
	Family Room		Roon	n Capac	ity:		Roo	m Occ	upancy:	
	•		4		· ·		3			
TV	Ensuite	Shared	Bathro	oom	Smok	e Ala	rm	F	ire Notice	
Х	х	r	n/a			Х			Х	
	Very Good	Adeq	uate	Ро	or *	* Needs urgent attention				ķ
Cleanliness		х								
Is everything i	n working order?			Ye	s 🗌	No	* X			
If *, please giv	e details:									
ROOM NUMB	SER102									
Room Profile:	Family Room		Roon	n Capac	ity:		Roo	m Occ	upancy:	
Family			2				1			
TV	Ensuite	Shared	Bathro	oom	Smok	e Ala	rm	F	Fire Notice	
Х	Х	r	n/a			Х			Х	
	Very Good	Adeq	uate	Ро	or *	N	leeds	urgen	t attention *	k
Cleanliness	x									
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If *, please giv	e details:									

ROOM NUME	BER103								
Room Profile:	family		Room	Сарас	city:		Room Occupancy:		
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ROOM NUME	RFR104								
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ROOM NUME	PED106								
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Is everything i	n working order?	·		Ye	s x N	o *			
If *, please giv	ve details:								

ROOM NUME	BER201									
Room Profile:	family		Room	n Capa	city:		Room Occupancy:			
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If *, please giv	ve details: Cookin	ıg equipme	ent in th	ne rooi	n.				
ROOM NUME	RFR206								
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Is everything	in working order	?		Yε	es x N	lo *			
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ROOM NUME	RFR207								
	Family Room		Room	n Capa	ritv:		Roo	m Occupancy:	
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Is everything	in working order	?		Υe	es x N	lo *			
If *, please giv	ve details:								
ROOM NUME	3ER208								
Room Profile:	Family Room		Room	n Capa	city:		Roo	m Occupancy:	
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TV	Ensuite	Shared	Bathro	om	Smok	e Ala	Alarm Fire Notice		
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If *, please giv							<u> </u>		
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ROOM NUME	BER	209									
Room Profile:	Fa	amily Room			Room	n Capad	city:		Roo	m Occupancy:	
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TV		Ensuite		Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
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		Very Good		Adeq	uate	Pc	or *	N	leeds	urgent attention *	
Cleanliness		x									
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If *, please giv	ve d	letails: Cookin	ıg e	quipme	nt in tl	ne roor	m				
ROOM NUME					I _		•-		_		
Room Profile: Family Room						n Capa	city:			m Occupancy:	
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If *, please giv	ve d	letails:									
ROOM NUME					I _		•		_		
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If *, please gi	ve d	details:									
ROOM NUME	BER	212									
Room Profile:					Room	n Capad	citv:		Roo	m Occupancy:	
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TV		Ensuite		Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
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If *, please giv			-					-			
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ROOM NUMBER215 Room Profile: Family Room Room Capacity: Room Occupancy: 4 0 TV Ensuite Shared Bathroom Smoke Alarm Fire Notice X X X X X Very Good Adequate Poor * Needs urgent attention Cleanliness X	
TV Ensuite Shared Bathroom Smoke Alarm Fire Notice X X X X X X X X X X X X X X X X X X X	
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Very Good Adequate Poor * Needs urgent attention Cleanliness X	n *
Cleanliness x	n *
Is everything in working order?	
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If *, please give details: Plaster coming off wall	
ROOM NUMBER217	
Room Profile:Single female Room Capacity: Room Occupancy:	
2 2	
TV Ensuite Shared Bathroom Smoke Alarm Fire Notic	e
X Xnote below X X	
Very Good Adequate Poor * Needs urgent attention	n *
Cleanliness X	
Is everything in working order? Yes x No *	
If *, please give details: Cooking in the room, repair handle into the room	
DOOM AN MADERSON	
ROOM NUMBER301 Room Profile: Family Room Room Capacity: Room Occupancy:	
3 2	
TV Ensuite Shared Bathroom Smoke Alarm Fire Notic	e
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Very Good Adequate Poor * Needs urgent attention	n *
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ROOM NUME							1		
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Cleanliness		>	(
Is everything	in working order	?		Ye	es x N	lo *			
If *, please giv	ve details								
ROOM NUME	3ER304								
Room Profile: Family Room Room Capacity:								m Occ	upancy:
	3						1		· · · ·
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	irm	F	ire Notice
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	Very Good	Adeo	luate	te Poor *		N	leeds	eds urgent attention	
Cleanliness		>	х 📗						
Is everything	in working order	?		Ye	es x N	lo *			
If *, please giv	ve details:								
ROOM NUME			1						
Room Profile:	Family Room			n Capac	city:			m Occ	upancy:
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TV	Ensuite	Shared	Bathro	om	Smok	e Ala	ırm	ŀ	ire Notice
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	Very Good	Adeo	luate	Po	or *	N	leeds	urgen	t attention *
Cleanliness		>	(
Is everything	in working order	?		Ye	es x N	lo *			
If *, please giv	ve details: Hot pla	ate in the r	oom						
ROOM NUME	BER306								
Room Profile:	Family Room		Room	n Capad	city:		Roo	m Occ	upancy:
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TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	F	ire Notice
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	Very Good	Adec	luate	Pc	or *	N	leeds	urgen	t attention *
Cleanliness)	(
Is everything	in working order	?		Ye	es x N	lo *			
If *, please giv	ve details:								
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ROOM NUME	3ER307								
Room Profile:	Family Room		Room	Capa	city:		Roo	m Occupancy:	
			3				3		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
X	X					Х		x	
	Very Good	Adeq	uate	Pc	or *	N	eeds	urgent attention *	
Cleanliness)	(
Is everything	in working order	?		Yε	es x N	o *			
If *, please giv	ve details:								
ROOM NUME	BER308								
Room Profile:	Family Room		Room Capacity:				Roo	m Occupancy:	
			4		-		2		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
Х	X					X		x	
	Very Good	Adeq	uate	Po	or *	Needs		urgent attention *	
Cleanliness						L			
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If *, please giv	ve details:								
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ROOM NUME			D = = ==		- ta	I	D	0	
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If *, please giv	ve details:								
ROOM NUME			T _		_	I			
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Cleanliness	X	Г			/31	11	ccus		
	in working order	<u> </u>		<u>l </u>	<u> </u>	<u> </u>			
If *, please giv		•		140					
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ROOM NUME	RFR311									
	Family Room		Room	n Capa	city:		Room Occupancy:			
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	Very Good	Adec	uate	Pc	or *	N	eeds	urgent attention *		
Cleanliness	X									
Is everything	in working order	?		Υe	es X N	o *				
If *, please giv	e details: Paint o	ceiling in ba	athroor	n						
ROOM NUME	RFR212									
	Family Room		Room	n Capa	rity:		Roo	m Occupancy:		
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TV	Ensuite	Shared	Bathro	om	Smoke Alarm		rm	Fire Notice		
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	Very Good	d Adec	uate	Pc	or *	N	eeds	urgent attention *		
Cleanliness	x									
Is everything	in working order	?		Υe	es x N	o *				
If *, please giv	ve details:									
ROOM NUME	BER315									
Room Profile:	Family Room		Room	n Capa	city:		Roo	m Occupancy:		
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TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice		
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	Very Good	d Adec	uate	Pc	or *	N	eeds	urgent attention *		
Cleanliness	Х									
Is everything	in working order	?		Υe	es X N	o *				
If *, please giv	ve details: Cookir	ng in room	& fix ta	ıp in ba	throom					
ROOM NUME	RFD217									
	Family Room		Room	n Capad	city:		Roo	m Occupancy:		
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Cleanliness	X									
Is everything	in working order	?		Υe	es X N	o *				
If *, please giv	ve details:									
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General Representations

If you were approached by any <u>residents</u> regarding general issues while in the centre please outline the details below: N/a	
If you were approached by any <u>members of staff</u> regarding general	
issues while in the centre please outline the details below: N/A	
If you were approached by any <u>other persons</u> regarding general issues while in the centre please outline the details below:	
N/A	

Please ensure that no personal information or information that could lead to the identification of an individual is recorded in this section.

Personal representations should be recorded in Part 3.

Summary Sheet

Name of Centre:		Johnson Marina	
Address:		Tralee	
Contractor:		OFM	
Manager:		Jamie Carnegie	
Contact Name:		Jamie Carnegie	
Capacity Per MOA (Current		90 (91)	
Occupancy):			
Date of	21/10/2022		
Inspection:			

Fire Safety:

Rm 315, 305, 217, 209, 205, Cooking in Room

Food Safety:

No issues

Bedrooms:

Rm 311 Paint ceiling in Bathroom

Rm 315 Fix tap in Bathroom

Rm 217 repair handle into room from corridor

Rm 203 Paint ceiling in bathroom

Corridor

Socket slightly exposed outside room 217. Requires repair.

Additional Accommodation

Walked through the additional accommodation – clothes being left in front of heaters may pose a fire hazard.

Many extension leads on the floor.

IPAS/IPPS

Independent
Inspection Report

Centre:	Johnson Marina,
	Tralee
	Accommodation
	Centre
Inspector:	Fergal Duane
Date of Inspection:	06/07/2022
Time of Arrival & Departure:	15.30-1700

Part 1 General Information on Services

Independent Inspection Report

Centre: Johnson Marina, Tralee

Date of Inspection: 6/7/2022

1. CENTRE DETAILS

Name and address of Centre	Johnson Marina, Tralee, Co Kerry		
Contractor	OFM		
Manager	Jamie Carnegie		
Who deputises for manager in his/her	Give Job Title only		
absence?	Assistant manager / Receptionist		
Telephone Number	066 718 0177		
Current Contracted Capacity	90		
Current Occupancy (today)	91		
Current Centre Profile (e.g., singles, families etc.)	Families/Single Female		
HSE Area	South West		
Public Health Nurse	Catherine O'Sullivan		
DSP / CWO name	CWO: Caroline O'Brien		
Environmental Health Officer name	Isabel Kennelly		
Local Fire Officer Name	Fire officer: Vincent Hussey		
Local Fire Station	Tralee		
Is the Centre certified by any Quality Manage	ment System Yes Nox		
(i.e. Q Mark, ISO)?:			

2. Please provide a copy of the following

What was the date of the last certification?

Have you a copy of the Certification

If yes, please give details:

	Check List
Official Register	x
Menu Cycle	х
Staffing Lists as follows:	
1. Full list of staff employed at the centre (indicating Names, Titles,	
Roles, etc.,)	
2. Indicate who is on duty at time of inspection (today)	x
3. a separate list of Designated Liaison Persons (child protection)	x

Yes No

3 GENERAL SECURITY & EMERGENCY DETAILS

Is 24 hour supervision provided?	(Y/N)	Yes x No
Give details of roster hours		Night Porter 8pm to 8 am
Is security provided by external company?	(Y/N)	Yes
If yes, give name of company:		Guard Force
Does the centre have CCTV?	(Y/N)	Yes x No
Is a list of emergency numbers available in the	9	Yes x No
Manager's office?		
Does the list include the following numbers?	(Y/N)	Yesx No
Local Garda station 24 hr number		
Local hospital		
Local fire station		If no, give details:
Duty Social Work Team		
Out of hours GP Service		
RIA out of hours number		
Are first aid kits available?	(Y/N)	Yes x No
Where and how many?		kitchen and reception
Who is responsible for first aid restocking?		Job title only (not name) of person responsible:
		Assistant Manager
Is there a defibrillator in the centre?		Yes No x
How many staff been trained to use it?		

4 HEATING ARRANGEMENTS

What type of heating is used in the centre?	Electric
Do residents have control of the heatingin their own	Yes x No
bedroom?	
If no, what arrangements are in place?	
What are the heating 'ON' times?	Electric heating available 24/7 controlled
	(on/off) in resident room

5 HOUSE RULES

Are residents provided with a copy of the House Rules on arrival?	Yes x No
How does centre management explain house rules to residents on arrival?	Post in reception and made available on arrival induction with Manager. IPAS/IPPS booklet issued

6 ARRANGEMENTS FOR RESIDENTS & VISITORS (keys / storage / toiletries)

Are residents issued with key for their bedroom?(Yes/No)	Yes x No
Are residents issued with key for main door?(Yes/No)	Yes No x
If no, give details	Door is locked in evening time by
	Porter on duty (locked at 10pm)
Are there procedures to allow residents to receive	Yes
visitors? (Give details)	
Outline visiting times:	10am to 10pm
In what areas are visitors allowed in the centre?	Reception lobby and restaurant seating
Any other relevant information:	
Is there a facility for storage of residents' valuables*?	Yes. Excess belongings are stored in
(Give details.)(*Storage is at resident's own risk)	the Loft space above the GYM /
	Children's play area. Residents are
	advised to not store expensive items
What toiletries are provided to residents on arrival?	Soap, shampoo, toothpaste, toilet
	paper
What arrangements are in place to replenish these	Go to reception to request – checked
items?	also monthly

7 ARRANGEMENTS FOR MAINTENANCE

Does the centre have a written procedure in place	Yes x No
for residents to report maintenance issues? (Yes/No)	
Is there a maintenance day book? (Yes/No)	Yes x No
Describe the maintenance procedure at the centre:	
Log in managers office for maintenance to do etc.	

8 CHILD PROTECTION

Are measures in place to inform staff and visitors of RIA's	Yes – all staff issued Child Protection Policy and
Child Protection Policy?	signs off.
(Give details)	
Are visitors asked to sign a declaration agreeing to	Yes
adhere to the child protection policy?	
Where is declaration held?	Office
Is there a sign in book for visitors? Where?	Yes – reception desk
Are there notices on public display giving name and	Yes – in dining room and main reception
contact details of Designated Liaison Person? Where?	corridors
Have Designated Liaison Persons received HSE training?	Yes
Are notices prominently displayed regarding parental	Yes in Dining room and reception notice boards
supervision of children? Where?	

9 FOOD SAFETY

Has a HACCP system been implemented? (Yes/No)	Yes x No
Have the premises been inspected by an Environmental	Yes x No
Health Officer? (Yes/No)	
Date of last visit:	23/11/20 – two minor issues

10 NUTRITION / SCHOOL LUNCHES / BABY FORMULA (general arrangements)

Are residents consulted regarding menu / dietary requests? (Give details.)	Chef openly meets with residents
Provide details opposite: Which of the following are provided for school children's packed lunches:	Selection of fruit and juices everyday with yogurt drink once a week.
 Sandwich? What sandwich fillings are available: Cheese? Ham? Chicken? Tuna? Jam? Other? Drinks? Juice? Water? 	Residents have dining room set out for them every school morning with bread, ham, chicken, cheese, salads and butter/spread
Yogurt?Fruit?Other	
Is infant formula kept out of public view?	yes
What arrangements are in place for distribution	Issued by manager and recorded on
of infant formula?	issue log.

11 ARRANGEMENTS FOR REFRESHMENTS / MEALS OUTSIDE NORMAL MEAL TIMES

THIVIES	
Are tea / coffee / drinking water / Snacks etc.	Yes x No
available outside mealtimes?	
What food/snacks are available after hours or when	Fruit, Bread, coffee, tea and milk
kitchen is closed?	
Where are the snacks located and how are they	Dining room
accessed?	
Are meals available for residents who arrive late?	Yes x No
(Give details.)	Meal left covered for re-heating once notified
Are meals available for new arrivals?	Yes on arrival if outside main meal times ,
(Give details)	meals will have been set aside from previous
	service.
Are packed lunches available for residents	Yes x No
travelling to Dublin on official business?	Sandwich, juice/water and fruit
(Give details)	
If the inspection takes place during Ramadan this	n/a
section <u>must</u> be completed.	
What arrangements are in place to facilitate	
residents observing a fast during Ramadan?	

12 FACILITIES FOR FEEDING BABIES

Are the following available?	Yes/No
Access to drinking water (for breastfeeding mothers	Yes x No
/ for preparation of infant formula)	

Sterilisers	Yes x No
Kettles	Yesx No
Fridge (for bottles of EBM* / formula)*Expressed	Yes x No
Breast Milk	
Bottle Warmer	Yes Nox
Microwave	Yes x No
Are these facilities available 24 hours a day	Yes x No
Is there a dedicated room provided?	Yes x No
Where?	Dining room

13 INDOOR FACILITIES

Are the following are available to residents?	Yes/No
Computers with Internet access	Yesx No
WIFI	Yes x No
DVD player	Yes x No
Computer Games	Yes Nox
Snooker Table	Yes Nox
Pool Table	Yes Nox
Table Tennis Table	Yes Nox
Board Games	Yes x No
Newspapers	Yes Nox
Books	Yes x No
Toys / games for children	Yesx No
Other	
Give details of any other arrangement or other comments:	The children's play room is a multipurpose space for resident use. Access to the GYM is through this space.

14 TRANSPORT ARRANGEMENTS

Is there a bus service provided? (Yes/No):	Yes Nox
Where does the service go to?	
What is the frequency of the service?	
(List time table opposite)	

15 TV SYSTEM

Is there a specific TV system in place?	Yes x No
(give details)	
An average, how many TV channels are provided to residents?	Saorview available to all residents
Are residents allowed to erect satellite	No
dishes?	

16 LAUNDRY FACILITIES (General Arrangements)

Are Laundry facilities available in the centre? (Y/N)	Yes x No
If No, what service is provided?	
Who launders towels and bedlinen?	Staff
(e.g., residents, staff, other, etc)	(4 washers / 1 dryers)
What procedures are in place for the exchange of	On request with manger
towels and bed linen at the centre?	
What procedures are in place for ironing boards	Available from reception both irons and ironing
and irons?	boards
How is washing powder / tablets supplied?	Washing machines on automatic dosing
Are there specific arrangements for access to the	Open from 8am to 10pm
laundry (give details):	

17 CLEANING (General Arrangements)

Are there cleaning materials and equipment	Yesx No
provided by management for residents?	
What cleaning equipment is available to	Cleaning Agent/Toilet
residents?	cleaner/Vacuum/Mops and brushes
What is the procedure for residents to access	Request them from managers office
vacuum cleaners, brushes & other cleaning	
equipment?	
What arrangements are in place if rooms are	Manager speaks to resident and if
not cleaned sufficiently by residents?	necessary assistance provided
. ,	,

PART 2

Room by Room Inspection

Independent Inspection

Centre: Johnson Marina, Tralee

Date of Inspection: 06/07/2022

Section A- Administration / Communal areas

17 Have you seen the following?

		Location of display
Up to date House Rules	х	Dining room and lobby
Complaint Forms	х	Stairwell lobby beside reception
Accident/ Incident procedure	х	Mangers office

HSE Breastfeeding Posters	х	Dining room and lobby
(if applicable)		
Designated Liaison Person details	х	Dining room and lobby
(Child Protection)		
Supervision of children notice	х	Dining room and lobby
Gym Notices(Child Safety – if applicable)	х	Gym door
IOM Voluntary Return Posters	х	Stairwell lobby beside reception

18 Staff Awareness

Did you see the RIA Code of Practice*?	х
Are all staff aware of RIA Code & House Rules? x	
How are staff made aware of RIA Code & House Rules?	
Training session by manager and sign off.	

^{*}A Code of Practice for persons working in accommodation centres

19 FIRE SAFETY

You should record the last 2 entries on the fire register for each of the following sections:

19a EMERGENCY LIGHTING INSPECTION SCHEDULE

<u>Date</u>	Inspected By (Company Name / Position)	<u>Comments</u>
23/06/22	Internal	Ok
30/06/22	internal	Ok

19b FIRE ALARM & DETECTION SYSTEM INSPECTION SCHEDULE

Date	Inspected By (Company Name / Position)	OK	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
6/7/22	Internal	x			
10/3/21	external by Chubb	х			

19c FIRE FIGHTING EQUIPMENT INSPECTION SCHEDULE

(Include all fire extinguishers, hose reels and fire blankets.)

Date	Inspected By (Company Name / Position)	OK	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
29/06/22	Internal	Х			
Nov /2021	external by M&K Fire	х			

19d FIRE EXIT DOORS / MEANS OF ESCAPE INSPECTION SCHEDULE

Date	Inspected By (Company Name / Position)	OK	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
5/7/22	Internal security	х			
23/07/22	Internal Security	х			

19e FIRE DRILL PROCEDURE INSPECTION SCHEDULE

Date & Time	Numbers of staff involved in drill	No. of residents present / evacuated **	Evacuation Time	Comments
25/2/21	6	52/66	10mins	No issues
1/9/21	No details on log			
None in				
<mark>2022</mark>				

^{**}Both numbers must be recorded.

19f STAFF INSTRUCTION AND TRAINING (Fire Safety)

Job Description	Course	Instructor	Duration	Date
All staff	Fire Safety	M Morley (M&K Fire)	1 day	30.3.15

19g FIRE ASSEMBLY POINTS

Where are the Fire Assembly Points located?	Front of building
Are they marked?	Yes
Are staff aware of locations?	yes
Comments:	

19h FIRE ALARM SYSTEM

Is there a fire alarm system in place?	Yes
Are there smoke alarms throughout the	yes
premises, inc bedrooms?	
Are all smoke alarms linked back to a central	yes
control panel?	
Are there designated 'Smoking' areas?	No smoking allowed inside building
Include locations	
Comments:	

19i FIRE EXITS, EMERGENCY LIGHTING, SMOKE ALARMS, FIRE NOTICES

(in corridors & common areas)

Are fire exits clear from obstruction?	Yes
Are they unlocked?	yes
Are fire exits clearly posted throughout the	yes
building?	
Are all fire doors kept closed?	yes
Are fire evacuation instructions clearly	yes
displayed in the centre?	
Are fire extinguishers clearly visible?	yes
Is there emergency lighting system in place?	yes
Comments:	

Administration Area:

s the area generally clean?		Yesx No
f no please give details:		
Visual Check: Have you noticed any issues r	equiring att	tention? Yes No x
(e.g., fire exit signs, hazards, lighting, notices, de	écor, etc.)	
If yes please detail:		
Have you seen the following?		
		Location of display
Up to date House Rules	х	Dining room and lobby
Complaint Forms	Х	Dining room and lobby
Accident/ Incident procedure	х	Managers office
HSE Breastfeeding Posters	х	Dining room
(if applicable)		
Designated Liaison Person details	х	Dining room
(Child Protection)		
Supervision of children notice	х	Dining room and corridors
Gym Notices (Child Safety – if applicable)	х	Gym door
IOM Voluntary Return Posters	х	Dining hall
Anti Human-Trafficking Posters	X	Dining hall
'NO to Violence & Harassment' Posters	x	Dining hall
Social Room / Tea Station (State Location	on):	
What facilities are provided? Dining room		
Is the area generally clean?		Yes x No
If no please give details:		
Visual Check: Have you noticed any issues r	equiring att	tention? Yes Nox
If yes please detail:		
Due sehe el De eve		_
Pre-school Room: Is thearea generally clean? Yes		

(observe whether the area is colourful, has sufficient toys, changing areas, toilets in working order, etc)

DINING AREA:

Other comments:

Please outline the meal times:

	From	То
Breakfast	7.30	9.30
Lunch	12.30	14.00
Dinner	17.00	19.00

Which is the main meal of the day:	Lunch	х		
Is menu cycle available?	Yes	х	No	

willer is the main mear of the day.	Lunci	11 A						
Is menu cycle available?	Yes	Х	No)				
If no, give details of all menu options or	า day of iเ	nspecti	on:					
Breakfast								
Lunch								
Dinner								
Is menu cycle on display?			Ye	:S	Х	No		
Does menu cycle correspond with options a	available?	ı	Ye	:S	Х	No		
If no, ask manager for explanation and prov	vide detai	ls:						
Daily Menu matched menu cycle								
Which meal was sampled?	ch							
Please describe the meal in detail (e.g. was	it hot / co	old, blar	nd / sp	icy et	tc.)Ta	ndoori cl	nicken	1
and Lamb Biryani – food very nice and tasty	У							
Was there a vegetarian option?		Yes	X	N	lo			
(note salad and vegetables <u>alone</u> are not								
considered as vegetarian option)								
Give details of this option:		Pasta	with n	nix ve	∍g			
Were there ethnic dishes available?		Yes			lo	Х		
Give details of this option:			based	on r	eside	nt feedb	ack	
Was fresh foods available for Infants?		Yes	X	N	lo			
(as per HSE Infant Feeding Guidelines)								
In your opinion, does the food on offer app	ear to	Yes	X	N	lo			
provide a good variety?								
Did inspection take place during Ramadan? Yes No x								
If yes, please outline arrangements for provision of meals outside of normal mealtimes,								
(medical or other appointments, etc.):								
			<u> </u>		-			
	Is there any damaged seating or tables in dining room?			Yes	Nox			
Is there enough seating for residents present to sit d		own an	d `	Yes x	No _	_		
eat their lunch?								
Comments: Food, service and hygiene all to a verygood standard.								

FOOD SAFETY

Has the premises been inspected by an	Yes
Environmental Health Officer?	
Date of Visit?	23/11/20
Comments:	
No issues	

Has a HACCP system been implemented?	Yes
Who designed the HACCP system?	OFM
Who is responsible for reviewing the	Chef
system?	
How frequently is the system reviewed?	Not determined

HACCP Records:

Pest Control:

Alphasan Pest Control ltd.- no activity 22/06/2022

Induction and Ongoing Staff Training:

HACCP training has been provided to all kitchen staff, training records viewed in employee file.

Time & Temperature Records:

As part of HACCP plan, Cooking, re-heating, service temperatures are taken at each service and recorded as required

Hygiene Audits: Done by Chef

List of Approved Suppliers: Detailed list of approved suppliers in place.

Cleaning Schedules:

Daily/weekly cleaning registers in place, checked by Head Chef on a daily/weekly basis, separate server and kitchen cleaning registers.

Procedures for accepting deliveries: Follow strict HACCP control point system and acceptance of delivery process in place.

General Comments:

Very clean kitchen and well maintained. Excellent HACCP system in place.

HACCP and Kitchen Evaluation

General

General			
Is the kitchen commercial or domestic?	Commercial.		
What equipment is in place? Oven, gas burner, deep fryer, commercial microwav	· · · · · · · · · · · · · · · · · · ·		
dishwasher, worktops for cooked meat, raw meat ar	id vegetables.		
In what condition is the equipment? Appeared in good condition, no complaints form Head Chef. Majority of equipment is clean and well maintained. New fridge			
Comments: Separate room for dish washing. Are	a well ventilated, clean and well maintained		

Structural Hygiene Kitchen:

Is the refuse area suitably located?	Yes,		
Is the area tidy?	Yes		
Are all bins covered?	Yes		
Are signs displayed at all entrances in re	lation to	Yes.	
access to kitchen for non kitchen staff?			
Are white coats, shoe covers and hats av	ailable	Yes	
for non kitchen staff?			
Comment of the structural hygiene of th	e kitchen (i.e.	
floors/walls/ceilings/doors/windows/work surfaces/ventilation, etc):			
Linoleum exiting from kitchen to chemical store is getting worn and needs replacing			
Are suitable hand washing and drying facilities provided? Yes, two hand washing facilities in place.			
General Comments:			

Structural Hygiene cont Dry Goods

Suitably equipped? Shelving/containers	Yes, separate dry goods storage room.			
etc				
Condition and suitability of facilities:				
Suitable shelving area is provided. All items clearly displayed and shelving kept in a clean state.				
What evidence is there of stock All stock observed within expiry dates.				
rotation?				

Refrigerated Storage

What type of refrigerated storage is provided?	Free standing commercial refrigerators and chest freezers.
Comment on the condition and suitabi Two commercial refrigerators in place, with sepa vegetables.	
Are thermostats provided and in working order?	Yes, all in good working order.
Are food items date stamped?	yes

Other

Is there appropriate storage for	Yes, separate locked
cleaning agents and chemicals?	

Operational Hygiene

Do residents use the main kitchen? No	N/A	
s that use supervised to ensure safe & hygienic	IN/A	
oractices are observed?		
By whom is it supervised?	N/A	

Is the correct equi	oment provided? e.g. colour coded chopping boards
Yes	

Is the necessary holding equipment provided? e.g.bainmaries, refrigerated units

Bain marie and refrigerated display unit provided in service area. Both units are clean and well maintained.

Condition and suitability of serving equipment and utensils:
All serving equipment and utensils are clean and well maintained.

What procedures are in place for unused/unserved food at the end of service? Food waste is disposed of after every service. Uncontaminated Food which can be saved and cooled within time controls, such as rice, is recycled correctly to reduce food waste

Comments:			

Staff Facilities and Hygiene

Are designated staff facilities		Yes.
provided?		
What facilities are in place?	staff locker room and toilets in place.	

Are all areas clean and well maintained?	Yes. All areas are regularly cleaned and are in a good condition.
Are suitable hand washing & drying facilities provided?	Yes, hand washing facilities in both toilet areas.
Is storage provided for personal belongings?	Yes, lockers are provided.
Are showers provided? indicate cleanliness& suitability	No.

Is a designated area provided for staff	No, dining room used for staff breaks also.
breaks? If yes, is it clean/suitable/well	
maintained	
If no, outline arrangements for breaks	

Are uniforms provided for:				
Kitchen Staff?	Yes, uniforms, hats and aprons are provided.			
Serving Staff?	Yes, uniforms, hats and aprons are provided.			

Are uniforms clean and in good condition? (to include caps/hairnets/closed heel/toe shoes etc)	Appropriate uniforms, hats, hairnets are provided. Appropriate shoes are also worn.
Is personal grooming satisfactory?	Yes.
Are safe habits practiced?	Yes, use of serving equipment, and use of gloves are practiced.
General Comments on staff facilities:	

23 PUBLIC TOILET (State Location):

	Number	Soap	Toilet	Hand Towels /	Hot	Sanitary Bins
			Paper	Dryers	Water	
Unisex:						
Ladies:	4	х	х	х	х	х
Gents:	4	х	х	х	х	
Is there a cleaning schedule displayed?Yes No x						
Record the last time entry. 06/22						
Is the area clean? (provide comment) yes						
Are all facilities working? Yes x No						
Visual Check: Have you noticed any issues requiring attention? Yes No x						
If No, give details:						

24COMMUNAL ROOM (State Location):down from reception on right hand side

Storage area:		
Is the walkway through the area clear? Are the exit signs clearly marked?	Yes X No Yes X No	
General Seating Area Is the seating in good condition? What is the area generally used for? Socialising and visitors Computer room:	Yes X No	
Is the area generally clean? Visual Check: Have you noticed any issues requiring attention? If yes please detail:	Yes No X Yes No	X
Any other comments? If yes please detail:		

OUTDOOR GROUNDS / FACILITIES

Please rate the following

	Very Good	Adequate	Poor*	Needs urgent attention*	
Condition of exterior of centre		х			
Paintwork of the centre	Х				
Maintenance standard of the grounds (e.g. grass cut, walkways clear etc.)		Х			
Cleanliness of the grounds (ie., evidence of rubbish etc.)		х			
Where you have rated * please provide details and comments:					
Are there any facilities availa areas	ble for children	outdoors? O	pen space	es and a dedicated play	
Comments					

LAUNDRY ROOM

	Washing Machines	Dryers
Number	4	1
Do they appear to be in worki	ng order	
Comments: yes		

CORRIDOR	all corridors are	maintained	exceptionally	/ well
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Is the area generally clean?	Yes x No
If no please give details:	
Visual Check: Have you noticed any issues requiring attention?	Yes Nox
If yes please detail:	

STAIRWAY all stairwells are clean and kept clear

Is the area generally clean?	Yes x No
If no please give details:	
Visual Check: Have you noticed any issues requiring attention? (e.g., fire exit signs, hazards, lighting, notices, décor, etc.)	no
If yes please detail:	

Bedrooms:

CLEANING (General Arrange	<u>ements)</u>							
How often are	e bedrooms inspe	cted?		twice weekly Weeklyx					
Who cleans th	ne bedrooms?			Staff		F	Reside	ents	х
How often do	staff clean the be	edrooms?		Weekly fortnightly					
				Month	ly [Ot	herx		
	ining materials ar		ent						
provided by management for residents?					Yesx No 🗌				
What cleaning residents?		Mops, brushes, toilet cleaner, vacuum etc							
What arrange	ments are in plac	e if rooms	are	Manag	ement v	will w	ork v	vith res	ident and if
not cleaned su	ufficiently by resid	dents?		necess	ary get l	nous	ekeep	ing to	assist in
				cleanin	ıg.				
ROOM NUMB	BER101								
Room Profile:	Family Room		Roor	m Capacity: Room Occupancy:					ıpancy:
			4				3		
TV	Ensuite	Shared	Bathr	oom Smoke A			e Alarm Fire Notice		
Х	х	r	1/a		Х		(Х
	Very Good	Adeq	uate	Po	oor * Needs			urgent	attention *
Cleanliness		х	(]
Is everything i	n working order?	ı		Ye	s 🗌	No	* X		
If *, please giv	ve details: <mark>Double</mark>	socket red	<mark>quires</mark>	the fro	nt part t	o be	repla	i <mark>ced</mark>	
ROOM NUMB	BER102								
Room Profile:	Family Room		Roor	n Capac	ity:		Roo	m Occı	ıpancy:
Family			2				1		
TV	Ensuite	Shared	Bathr	oom	Smok	e Ala	irm	F	ire Notice
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	Very Good	Adeq	uate	Po	or *	N	leeds	urgent	attention *
Cleanliness	X			[
	n working order?			Ye	s x N	o *			
If *, please giv	ve details:								

ROOM NUME	BER103									
Room Profile:	family		Room	Сарас	city:		Room Occupancy:			
			3				3			
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	ırm	Fire Notice		
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	Very Good	Adec	Adequate Poor * N					Needs urgent attention *		
Cleanliness)	х 📗							
Is everything i	n working order?)		Ye	s x N	0 *				
If *, please giv	ve details:									
ROOM NUME	RFR104									
	Family Room		Room	Capac	ritv.		Roo	m Occupancy:		
Noom Frome.	ranniy Nooni		2	Capac	Jicy.		2	in occupancy.		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	ırm	Fire Notice		
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TV	Ensuite	Shared	_	om	Smok	م ۸۱۵	_	Fire Notice		
1 V		Silaieu	<u></u>	OIII	SITION	C Aid	e Alarm Fire Notice			
Х	X					X		X		
	Very Good	Adeo	luate	Po	or *	١	leeds	urgent attention *		
Cleanliness		>	(
Is everything i	in working order?	P		No)					
If *, please giv	ve details:									
ROOM NUME	PED106									
	Family Room		Poom	Capac	sitv:		Poo	m Occupancy:		
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TV	Ensuite	Shared	_	om	Smok	e Ala	l	Fire Notice		
х	Х					X		x		
	Very Good	Adeo	ıuate	Po	or *	N	leeds	urgent attention *		
Cleanliness)	(
Is everything i	n working order?	·		Ye	s x N	o *				
If *, please giv	ve details:									

Room Profile:family Room Capacity: Room Occupancy: TV Ensuite Shared Bathroom Smoke Alarm Fire Notice X X X X X X X X Very Good Adequate Poor * Needs urgent attention * Cleanliness X
TV Ensuite Shared Bathroom Smoke Alarm Fire Notice X X X X X X X Very Good Adequate Poor * Needs urgent attention * Cleanliness X
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Very Good Adequate Poor * Needs urgent attention * Cleanliness
Cleanliness X
ROOM NUMBER202 Room Profile:family Room Capacity: Room Occupancy: 4 3 TV Ensuite Shared Bathroom Smoke Alarm Fire Notice X X X
ROOM NUMBER202 Room Profile:family Room Capacity: Room Occupancy: 4 3 TV Ensuite Shared Bathroom Smoke Alarm Fire Notice X X X
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x
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V. C. J. A. J. B. W. J.
Very Good Adequate Poor * Needs urgent attention *
Cleanliness X L
s everything in working order? Yes X No *
f *, please give details:
ROOM NUMBER203
Room Profile: Family Room Room Capacity: Room Occupancy:
2 1
TV Ensuite Shared Bathroom Smoke Alarm Fire Notice
x
Very Good Adequate Poor * Needs urgent attention *
Cleanliness x
s everything in working order? Yes x No *
f *, please give details:
ROOM NUMBER204
Room Profile: Family Room Room Capacity: Room Occupancy:
3 2
TV Ensuite Shared Bathroom Smoke Alarm Fire Notice
x
Very Good Adequate Poor * Needs urgent attention *
Cleanliness X
s everything in working order? Yes x No *
f*, please give details:

ROOM NUME									
Room Profile:	Family Room		Room	n Capad	city:	Room Occupancy:			
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	Very Good	Adeq	Adequate Poor *					urgent attention *	
Cleanliness		(
Is everything	in working order	?		no)				
If *, please giv	e details:								
ROOM NUME	BER206								
Room Profile:	Family Room		Room	Capac	city:		Roo	m Occupancy:	
	<u> </u>		2		ı		2		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
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	Very Good	Adeq	Juate	Po	or *	N	leeds	urgent attention *	
Cleanliness		>	(
Is everything	in working order	?		Υe	s x N	o *			
If *, please giv	ve details:								
ROOM NUME	3FR207								
	Family Room		Room	n Capad	citv:		Roo	m Occupancy:	
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Cleanliness	10.7000)							
Is everything	in working order			Ye	es x N	0 *	П		
If *, please giv		•			.57.				
, piedse 8	- C details.								
ROOM NUME	BER208								
	Family Room		Room	Capac	city:		Roo	m Occupancy:	
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Cleanliness	,)							
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If *, please giv		•					<u> </u>		
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ROOM NUME	3ER209									
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	Very Go	od	Adeq	uate	Po	or *	Ν	Needs urgent attention *		
Cleanliness	Х									
Is everything	in working ord	er?			Υe	s x N	o *			
If *, please giv	ve details:									
ROOM NUME	BER 210									
Room Profile	: Family Roon	n		Room	Capa	city:		Roo	m Occupancy:	
				2		-		2		
TV	Ensuite	Sh	nared Ba	athroor	n	Smoke	Alar	m	Fire Notice	
x	Х	X	Note			х			х	
	Very Goo	d	Adequ	ate	Poor	*	Nee	eds ui	rgent attention *	
Cleanliness	X									
Is everything	in working ord	er?			Ye	es x N	0 *			
If *, please giv	ve details: No	Cover	over lig	<mark>ht in b</mark>	athroc	<mark>m</mark>				
ROOM NUME Room Profile	BER 211 : Family Roon	n			n Capa	city:		Roo 5	m Occupancy:	
TV	Ensuite	CL	nared Ba	5	m	Smoke	Alar		Fire Notice	
	Liisuite	31				JIIIOKE	Alai		riie Notice	
X	X					X			x	
	Very Goo	d	Adequ	ate	Poor	*	Ne	eds u	rgent attention *	
Cleanliness	х									
	in working ord	der?			Υ	es x I	No *			
If *, please gi	ve details:									
ROOM NUME										
Room Profile:	Family Room	ıs			Capac	city:			m Occupancy:	
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If *, please giv		-						<u> </u>		
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DOOM NUINA) FD24 F										
ROOM NUME			Doom	Canad	nit.		Doo	m Ossupansu			
Room Prome:	Family Room		Room Capacity:				Room Occupancy:				
TV	Ensuite	Shared	A Pathro	om	Smok	o Ala	0 rm	Fire Notice			
1 V		Silaieu	Башто	OIII	SITION	e Ala	1111	rife Notice			
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DOOM NUMAT)										
ROOM NUME			Poor	Canad	city		Poor	m Occupancy:			
Room Profile:	Single remale		2	Capa	city:		2	m Occupancy:			
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1 V		Silaica		0111	Sillok	C Ala		THE NOTICE			
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	Very Good	Adeq	uate	Pc	or *	N	eeds	urgent attention *			
Cleanliness	X										
Is everything in working order? Yes x No *											
If *, please giv	ve details:										
ROOM NUME	3FR301										
	Family Room		Room	Capac	citv:		Roo	m Occupancy:			
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TV	Ensuite	Shared	Bathro	om	Smok	Smoke Alarm		Fire Notice			
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ROOM NUMB Room Profile:	ER303								
Room Profile:									
	Family Room		Room	Сарас	city:		Room Occupancy:		
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Is everything i	n working order?)		Ye	s x N	o *			
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ROOM NUMB	ER304								
Room Profile:	Family Room		Room	Сарас	city:		Roo	m Occupancy:	
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ROOM NUMB	ER305								
Room Profile:	Family Room		Room	Capac	city:		Roo	m Occupancy:	
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Cleanliness Is everything i If *, please giv	Very Good n working order? e details:	X	uate (Pc [oor *	X	eeds	X urgent attention *	
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Cleanliness Is everything i If *, please giv ROOM NUMB Room Profile:	Very Good n working order? re details: EER306 Family Room Ensuite X	Shared	Room 2 Bathro	Po [Ye	oor * esX N city:	X NO *	Roo 1	m Occupancy: Fire Notice	
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ROOM NUME	3ER307								
Room Profile:	Family Room		Room	Capa	city:		Room Occupancy:		
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TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
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Cleanliness)	(
Is everything	in working order	?		Yε	es x N	o *			
If *, please giv	ve details:								
ROOM NUME	BER308								
Room Profile:	Family Room		Room	Capa	city:		Roo	m Occupancy:	
			4		-		2		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
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Г <u></u>									
ROOM NUME			D = = ==		- * - * - · · ·	I	D	0	
Room Profile:	Family Room		Room 3	Capa	city:		Room Occupancy:		
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	in working order	<u> </u>		<u>l </u>	<u> </u>	<u> </u>			
If *, please giv		•		140					
Bath panel ne									

ROOM NUMBER311								
Room Profile: Family Room			Room Capacity:			Roo	Room Occupancy:	
	,		4			4	.	
TV	Ensuite	Shared	Bathro	athroom		e Alarm	Fire Notice	
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	Very Good	Adeq	uate	Po	or *	Needs	urgent attention *	
Cleanliness x								
Is everything in working order? Yes X No *								
If *, please give details:								
ROOM NUME			I _					
Room Profile: Family Room			Room Capa		· ·		m Occupancy:	
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I V	Ensuite	Shared	red Bathroom		Smoke Alarm		Fire Notice	
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	Very Good	Adeq	uate	Po	or *	Needs	urgent attention *	
Cleanliness	X							
Is everything in working order? Yes x No *								
If *, please give details: ROOM NUMBER315								
Room Profile: Family Room			Room Capacity:		city:	Room Occupancy:		
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TV	Ensuite	Shared	Bathro	om	Smok	e Alarm	Fire Notice	
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	Very Good	Adeq	uate	Po	or *	Needs	urgent attention *	
Cleanliness x								
Is everything in working order? Yes X No *								
If *, please give details:								
ROOM NUMBER317								
Room Profile: Family Room			Room Capacity:			Roo	Room Occupancy:	
			3			2	·	
TV	Ensuite	Shared	Shared Bathro		om Smoke A		Fire Notice	
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Cleanliness x								
Is everything	in working order?			Ye	s x N	o * 🗌		
If *, please give details:								

General Representations

If you were approached by any <u>residents</u> regarding general issues while in the centre please outline the details below: N/a
If you were approached by any <u>members of staff</u> regarding general
issues while in the centre please outline the details below: N/A
If you were approached by any <u>other persons</u> regarding general issues while in the centre please outline the details below:
N/A

Please ensure that no personal information or information that could lead to the identification of an individual is recorded in this section.

Personal representations should be recorded in Part 3.

Summary Sheet

Name of Centre:		Johnson Marina				
Address:		Tralee				
Contractor:		OFM				
Manager:		Jamie Carnegie				
Contact Name:		Jamie Carnegie				
Capacity Per MOA (Current		90 (91)				
Occupancy):						
Date of	06/07/2022					
Inspection:						

Fire Safety: No fire Drill

Food Safety: No issues

Bedrooms:

2 issues 1 in relation to a socket cover and the other in relation to a cover for light in a bathroom.

From: David Lardner (DCEDIY)

Sent: Tuesday 29 November 2022 11:58

To:

Subject: IPPS - Inspection Reports Johnston Marina Hotel Accommodation Centre - Please review and respond

Dear Mr Carnegie,

Please find attached PDF copies of the IPPS Independent Inspection Reports from QTS Ltd for Johnston Marina Hotel Accommodation Centre, dated 06/07/2022 and 21/10/2022 which were completed this year.

I would be grateful if you could please review the reports and if there are any comments on the inspection reports which require remediation I would be grateful if you could please revert back to me by email confirming actions taken.

I would be grateful if we could receive your response by Tuesday 13th December 2022

With Kind regards,

David.

David Lardner International Protection Procurement Services

The Department of Children, Equality, Disability, Integration and Youth. An Roinn Leanaí, Comhionannais, Míchumais, Lánpháirtíochta agus Óige

david.lardner@equality.gov.ie +353 (0)1 237 6038 https://www.gov.ie/dcediy



Johnston Marina Dingle Road Tralee Co. Kerry

29.11.2022 RE: Audit

Dear David,

In response to the 21.10.2022 audit in this centre the following action has been taken.

Rooms 205, 209, 217, 305, & 315 residents reminded on house rules regarding cooking in rooms.

Rooms 203 & 311 painted.

Room 315 tap fixed.

Room 207 socket replaced.

Room 217 door handle repaired.

Additional accommodation has gone.

Yours faithfully,

Jamie Carnegie Manager.



Johnston Marina Dingle Road Tralee Co. Kerry

29.11.2022 RE: Audit

Dear David,

In response to the 06.07.2022 QTS audit in this centre the following action has been taken.

Fire drill carried out.
Room 101 socket repaired.
Room 210 light repaired
Room 310 bath panel replaced.

Yours faithfully,

Jamie Carnegie

Manager.