IPAS/IPPS

Independent
Inspection Report

Centre:	Park Lodge Accommodation Centre
	Cittie
Inspector:	Fergal Duane
Date of Inspection:	06/10/2022
Time of Arrival & Departure:	12.30-14:30

Part 1 General Information on Services

Independent Inspection Report

Centre: Park Lodge, Killarney

Accommodation Centre

Date of Inspection: 06/10/2022

1. CENTRE DETAILS

1. CENTRE DETAILS		
Name and address of Centre	Park Lodge, Killarney Co. Kerry	
Contractor	OFM	
Manager	Geradette Milligan	
Who deputises for manager in his/her	Give Job Title only	
absence?	Assistant manager / Receptionist	
Telephone Number	064 39671	
Current Contracted Capacity	68	
Current Occupancy (today)	61	
Current Centre Profile (e.g., singles, families etc.)	Single Female (adults)	
HSE Area	South West	
Public Health Nurse	Mary O Connor	
DSP / CWO name	Theresa O Gorman	
Environmental Health Officer name	Anne Hussey	
Local Fire Officer Name	Padraig Mangan	
Local Fire Station	Killarney	
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?		

2. Please provide a copy of the following

Have you a copy of the Certification

	Check List
Official Register	x
Menu Cycle	х
Staffing Lists as follows:	
1. Full list of staff employed at the centre (indicating Names, Titles,	x
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 staff 8pm to 8 am
Is security provided by external company?	(Y/N)	Yes No x
If yes, give name of company:		Internal OFM Staff
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?		3 between kitchen and reception
Who is responsible for first aid restocking?		Job title only (not name) of person responsible:
		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?	

5 HOUSE RULES

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

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

\ - / - /
Yes x No
Yes Nox
Door is locked in evening time at
security on duty (locked at 10pm)
Yes
10am to 10pm
Reception lobby and tv lounge
In own rooms only
-
Soap, shampoo, toothpaste, toilet
paper
Go to manager – checked 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	Not applicable to Park Lodge
Child Protection Policy?	
(Give details)	
Are visitors asked to sign a declaration agreeing to	n/a
adhere to the child protection policy?	
Where is declaration held?	n/a
Is there a sign in book for visitors? Where?	n/a
Are there notices on public display giving name and	n/a
contact details of Designated Liaison Person? Where?	
Have Designated Liaison Persons received HSE training?	n/a
Are notices prominently displayed regarding parental	n/a
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:	Dec 21 No report sent as audit satisfactory

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

A 11 1 11 11 11 1	ol () in the state of the stat
Are residents consulted regarding menu / dietary	Chef openly meets with residents, guest
requests? (Give details.)	also provide recipes to chef for theme
	nights
Provide details opposite:	n/a
Which of the following are provided for school	Tea, Coffee, Bread, left out overnight if
children's packed lunches:	required, pancakes, fruit, milk juice.
 Sandwich? What sandwich fillings are 	
available: Cheese? Ham? Chicken?	
Tuna? Jam? Other?	
Drinks? Juice? Water?	
Yogurt?	
• Fruit?	
Other	
Is infant formula kept out of public view?	n/a
What arrangements are in place for distribution	n/a
of infant formula?	

11 ARRANGEMENTS FOR REFRESHMENTS / MEALS OUTSIDE NORMAL MEAL TIMES

THIFTES	
Are tea / coffee / drinking water / Snacks etc. available outside mealtimes?	Yes x No
What food/snacks are available after hours or when kitchen is closed?	Fruit, Bread, coffee, tea and milk
Where are the snacks located and how are they accessed?	Dining room
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? (Give details)	Yes on arrival if outside main meal times, 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?	Does not apply to Park Lodge
Access to drinking water (for breastfeeding mothers / for preparation of infant formula)	n/a
Sterilisers	n/a
Kettles	n/a
Fridge (for bottles of EBM* / formula)*Expressed Breast Milk	n/a
Bottle Warmer	n/a

Microwave	n/a
Are these facilities available 24 hours a day	n/a
Is there a dedicated room provided?	n/a
Where?	

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 x No
Table Tennis Table	Yes x No
Board Games	Yes x No
Newspapers	Yes Nox
Books	Yes x No
Toys / games for children	Yes Nox
Other	
Give details of any other arrangement or other	Gym with cardio equipment, ab machines in
comments:	building at rear- Currently used for storage

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)	UPC cable channels
An average, how many TV channels are	30+
provided to 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?	Residents 2 washing and 2 dryers.
(e.g., residents, staff, other, etc)	
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 laundry 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 laundry (give details):	Open from 8am to 10pm

17 CLEANING (General Arrangements)

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

PART 2

Room by Room Inspection

Independent Inspection

Centre: Park Lodge Killarney

Date of Inspection: 06/10/22

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	Reception board
Accident/ Incident procedure	х	Mangers office

HSE Breastfeeding Posters		n/a
(if applicable)		
Designated Liaison Person details		n/a
(Child Protection)		
Supervision of children notice		n/a
Gym Notices(Child Safety – if applicable)		Not in use
IOM Voluntary Return Posters	х	Lobby outside managers office

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)	Comments
13/09/22	Internal	Ok
07/09/22	Flesk Electrical	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
07/09/22	Chubb	x			
06/10/22	internal	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
6/10/22	Internal security	Х			
Nov 21	by M&K Fire – Conformance Certificate	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
06/10/22	Internal security	Х			
05/10/22	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
07/08/22	3	52	6min	Excellent response
8am				
12/02/22	2	23	3.5min	Excellent response
11am				

^{**}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	5/11/2020

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 building?	yes
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:

Recep	tion
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Yes x No	
No x	

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		n/a
(if applicable)		
Designated Liaison Person details		n/a
(Child Protection)		
Supervision of children notice		n/a
Gym Notices (Child Safety – if applicable)	х	Gym door notice (no children
		onsite)

IOM Voluntary Return Posters	Х	Dining room and lobby
Anti Human-Trafficking Posters	х	Dining room and lobby
'NO to Violence & Harassment' Posters	Х	Dining room and lobby

Social Room / Tea Station (State Location):

· · · · · · · · · · · · · · · · · · ·	
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 requiring attention?	Yes Nox
If yes please detail:	

Pre-school Room:

Visual Check: Have you noticed any issues requiring attention? n/a		
_		

DINING AREA:

eat their lunch?

Comments:

Please outline th	e meal tin	nes:								
	Fron	า			То					
Breakfast	8.00				9.30					
Lunch	12.3	12.30			14.00					
Dinner	17.3	0			19.00					
Which is the main i	meal of the	day:	Lunch			Dinne	r x			
Is menu cycle avail	able?		Yes	Х		No				
If no, give details Breakfast	of all men	u options on da	ay of in:	spe	ction:					
Lunch										
Dinner										
		l								
Is menu cycle on di	splay?				,	Yes	х	No	Т	7
Does menu cycle co		with options ava	ilable?			Yes				
If no, ask manager for explanation and provide details:										
Which meal was sa	mpled?	Lunch	x							
Please describe the	meal in de	etail (e.g. was it h	ot / col	d, b	land /	spicy 6	etc.)			
Fish Gougons, Mus	hroom Past	ta								
Was there a vegetarian option?			,	Yes Vegtable Stir Fry						
(note salad and veg										
considered as vege		on)								
Give details of this	•									
Were there ethnic		lable?		Yes	X		No			
Give details of this	•				f pepp	er ste	w & J	ollof Rice)	
Was fresh foods av				n/a						
(as per HSE Infant I				.,				$\overline{}$		
In your opinion, do		i on oπer appear	το	Yes	Х		No	Ш		
provide a good variety?			Voc		1	No.				
Did inspection take place during Ramadan? If yes, please outline arrangements for provision of meals outside of normal mealtimes,										
			וט ווכ ווכ	edis	outsio	ופ טו ח	OHIIIdl	mediliffi	C S,	
(medical or other appointments, etc.):										
Is there any damaged seating or tables in dining rooi		ig room	?		Yes	Nox				
Is there enough seating for residents present to sit of					and	Yes]		
and their lunch?										

Food and service of a high standard. Sampled chicken.

KITCHEN AREA: Food Safety Critical Requirements

FOOD SAFETY

Has the premises been inspected by an	Yes	
Environmental Health Officer?		
Date of Visit?	2/12/20	
Comments:		
There was a visit in Dec 21 however no report was received. Center requested on		
day of audit.		

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 ,no activity noted All in order. 6/9/22

Induction and Ongoing Staff Training: HACCP training has been provided to all kitchen staff, training records viewed in employee file.

Time & Temperature Records: Cooking, re-heating, service temperatures are taken at each service. Food server temperature taken also. Fridge & Freezer temperatures taken twice daily as food delivery and food storage.

Hygiene Audits: Hygiene and cleaning tracking compete

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: 12 point 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

Commercial.				
Is the kitchen commercial or domestic? Commercial. What equipment is in place? 2 Freezers, 4 fridges ,Oven, gas burner, deep fryer, commercial microwave, commercial mixer, milk dispenser, commercial dishwasher, separate metal worktops for cooked meat, raw meat and vegetables.				
In what condition is the equipment? Equipment is clean and well maintained.				
ea well ventilated, clean and well maintained				

Structural Hygiene Kitchen:

Is the refuse area suitably located?	Yes, located outside kitchen area.		
Is the area tidy?	Yes		
Are all bins covered?	Yes		
Are signs displayed at all entrances in re	elation 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 the	ne kitchen ((i.e.	
floors/walls/ceilings/doors/windows/wor	k surfaces/	ventilation, etc):	
Good standard of hygiene maintained within the kitchen.			
Are suitable hand washing and drying fa	acilities	Yes	
provided?			
General Comments:			
Generally good habits being practised by staff.			

Structural Hygiene cont

Dry Goods

Suitably equipped? Shelving/containers etc	Yes, separate dry goods storage room.	
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 rotation?	All stock within expiry dates.	

Refrigerated Storage

What type of refrigerated storage is provided?	Free standing commercial refrigerators and free standing and commercial chest freezers.
Comment on the condition and suitabilit 2 freezers and 4 fridges all spotless and very well m	
Are thermostats provided and in working order?	Yes, all in good working order.
Are food items date stamped?	Yes.
Are samples of dishes being kept?	Yes, kept in refrigerated display unit in service area.

Other

Is there appropriate storage for	Yes, separate locked room facility in place.
cleaning agents and chemicals?	Appropriate shelving provided.

Operational Hygiene

D 11 / / 11 11/1 0	No		
Do residents use the main kitchen?			
Is that use supervised to ensure safe & l	Is that use supervised to ensure safe & hygienic		
practices are observed?	• 0		
By whom is it supervised?		N/A	
Is the correct equipment provided? e.g.	colour coded	chopping boards	
Yes, colour coded chopping boards and knifes are	used for separate	e food preparation areas. Colour	
notices on display advising of which equipment to	use.		
Is the necessary holding equipment pro	vided? e.g. ba	uinmaries, refrigerated units	
Bain marie and refrigerated display unit provided in	n service area. E	Both units are clean and well	
maintained.			
Condition and suitability of serving equ	ipment and u	ıtensils:	
All serving equipment and utensils are clean and w	ell maintained.		
What procedures are in place for unuse	d/unserved f	ood at the end of service?	
Foods are disposed of after every service.			
<u> </u>			
Comments:			

Staff Facilities and Hygiene

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

PUBLIC TOILET (State Location): 23 Number Soap Toilet Hand Towels / Hot Sanitary Bins Paper Dryers Water Unisex: 2 Х Х X Ladies: Gents: Is there a cleaning schedule displayed?Yes No x Record the last time entry. Is the area clean? (provide comment) 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? Yes X No Are the exit signs clearly marked? Yes X No **General Seating Area** Is the seating in good condition? Yes X No What is the area generally used for? Socialising and visitors **Computer room:** Is the area generally clean? Yes X No Visual Check: Have you noticed any issues requiring attention? Yes \(\subseteq \text{No} \) If yes please detail: Any other comments? If yes please detail: **OUTDOOR GROUNDS / FACILITIES** Please rate the following Poor* Needs urgent attention* Very Good Adequate Condition of exterior of Х centre Paintwork of the centre Χ Maintenance standard of the Х grounds (e.g. grass cut, walkways clear etc.) Cleanliness of the grounds Х (ie., evidence of rubbish etc.)

Where you have rated * please provide details and comments:

No children reside in Park Lodge

Are there any facilities available for children outdoors? no

Comments

LAUNDRY ROOM

	Washing Machines	Dryers
Number	2	2
Do they appear to be in worki	ng order? yes	

CORRIDOR all corridors are maintained exceptionally well

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.)	Yes Nox
If yes please detail:	

Bedrooms:

CLEANING (General Arrar	<u>igements)</u>						
How often are bedrooms inspected?				twice v	weekly [We	ekly x	
Who cleans th	Who cleans the bedrooms?				Staff Residents x			
How often do staff clean the bedrooms?				· =			ortnight Other	ily 🗌
Are there cleaning materials and equipment								
provided by management for residents?				Yes x No 🗌				
What cleaning equipment is available to residents?				Mops,	brushes	, toile	t cleane	er, vacuum etc
_	ments are in pl ufficiently by re		s are	_	ary get l			n resident and if g to assist in
ROOM 1			1					
Room Profile:	single female			m Capac	city:			Occupancy:
			2				1	
TV	Ensuite	Shared		oom	Smok		m	Fire Notice
Х	X	_	n/a			X		Х
	Very God	od Adeo	quate	Po	or * Needs			gent attention *
Cleanliness	Х							
Is everything i	in working orde	er?		Ye	s X N	lo *		
If *, please give details:								
71 0	e details:							
	e details:							
ROOM 2			Poor	m Canad	sits.		Poom	Occupancy
ROOM 2	single female			m Capac	city:			Occupancy:
ROOM 2 Room Profile:	single female	Sharad	2			o Alar	2	
ROOM 2	single female Ensuite	Shared	2 I Bathr		city: Smok		2	Occupancy: Fire Notice
ROOM 2 Room Profile:	single female		2			e Alar	2	
ROOM 2 Room Profile:	single female Ensuite		2 I Bathr	oom		Χ	m	Fire Notice
ROOM 2 Room Profile:	single female Ensuite		2 I Bathr n/a	oom	Smok	Χ	m	Fire Notice
ROOM 2 Room Profile: TV X Cleanliness	single female Ensuite x Very Goo	od Adec	2 I Bathr n/a	oom Po	Smok	Χ	m	Fire Notice
ROOM 2 Room Profile: TV X Cleanliness Is everything in	single female Ensuite X Very Goo X	od Adec	2 I Bathr n/a quate	oom Po	Smok	X Ne	m	Fire Notice
ROOM 2 Room Profile: TV X Cleanliness Is everything if *, please given	single female Ensuite X Very Goo X In working orde	od Adec	2 I Bathr n/a quate	oom Po	Smok	X Ne	m	Fire Notice
ROOM 2 Room Profile: TV X Cleanliness Is everything if *, please given	single female Ensuite X Very Goo X In working order ve details: Bath	od Adec	2 I Bathr n/a quate e need	oom Po Ye ds to be	Smok	X Ne	eeds urg	Fire Notice X gent attention *
ROOM 2 Room Profile: TV X Cleanliness Is everything if *, please given	single female Ensuite X Very Goo X In working orde	od Adec	z I Bathr n/a quate e need	oom Po	Smok	X Ne	eeds urg	Fire Notice
ROOM 2 Room Profile: TV X Cleanliness Is everything if *, please given	single female Ensuite X Very Goo X In working order ve details: Bath	od Adec	2 Bathr n/a quate e need Rooi 2	oom Po Ye ds to be	Smok	X Ne	eeds urg	Fire Notice X gent attention *

Poor *

Adequate

Needs urgent attention *

Very Good

Cleanliness	X								
Is everything i	n working order?			Ye	es X 1	lo *			
If *, please giv	e details:								
ROOM 4									
Room Profile:	single female		Room	n Capad	city:		Roo	m Occupancy:	
		2 2							
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
Х	Х	I	n/a			Х		х	
	Very Good	Adeq	uate	Pc	or *	N	leeds	urgent attention *	
Cleanliness	Х								
Is everything i	n working order?			Υe	es X	1o *			
If *, please giv	e details:								
ROOM 5									
Room Profile:	single female		Room	n Capad	city:		Roo	m Occupancy:	
			2				2		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
X	X	[n/a	,		Х		x	
··	Very Good	Adeq	uate	Pc	or *	Ν	leeds urgent attention *		
Cleanliness	X								
	n working order?					lo *	<u> </u>		
-	e details: Sink Blo	ocked in b	athrooi	m intoi	med by	resid	lent.	Centre manager to	
resolve,									
ROOM 6									
	single female		Room	n Capad	citv:		Roo	m Occupancy:	
- Noomer	Jingle Terriale		2	Сара	,.		0	Cecapaney.	
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
Х	х	ı	n/a			Х		х	
	Very Good	Adeq	uate	Pc	or *	N	leeds	urgent attention *	
Cleanliness	Х								
	n working order?				es X 1	lo *			
If *, please giv	e details: Cover o	over fire de	etector	•					
DOOM 7									
ROOM 7	single female		Poor	n Capad	sitv:		Poo	m Occupancy:	
ROOM FIORIE.	siligie lelliale		2	Сарас	JILY.		1	m Occupancy:	
TV	Ensuite	Shared	-	om	Smok	e Ala		Fire Notice	
х	Х	l	n/a			Х		х	
	Very Good	Adeq	uate	Pc	or *	N	leeds	urgent attention *	
Cleanliness	Х								
Is everything i	n working order?			Ye	es X N	lo *			
						_	_	· · · · · · · · · · · · · · · · · · ·	

If *, please giv	ve details:							
ii , piease giv	re details.							
ROOM 8					••	I		•
Room Profile:	single female			Capac	city:			m Occupancy:
TV	Ensuite	2 Shared Bathroom			Smok	دا۸ م	2 rm	Fire Notice
1 V				0111	Sillok			THE NOTICE
X	X	n/a			X			X
	Very Good	Adeq	juate	Pc	or *	N	eeds	urgent attention *
Cleanliness	Х							
Is everything i	n working order?	1		Ye	es X N	lo *		
If *, please giv	ve details:							
ROOM 9								
Room Profile:	single female		Room	Capac	city:		Roo	m Occupancy:
			2				1	
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice
Х	х		n/a			Χ		х
	Very Good	Adeq	luate	Pc	or *	N	eeds	urgent attention *
Cleanliness	Х							
Is everything i	in working order?	1		Υe	es X	lo *		
If *, please give	ve details: Shower	r tray getti	ing blo	cked				
ROOM 10								
Room Profile:	single female		Room	Capac	city:		Roo	m Occupancy:
	[2		1		1	1
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice
Х	x	I	n/a			Χ		х
	Very Good	Adeq	ıuate	Pc	or *	N	eeds	urgent attention *
Cleanliness	X							
Is everything i	in working order?			Υe	es X	lo *		
If *, please giv								
ROOM 11								
Room Profile:	single female		Room	Capac	city:		Roo	m Occupancy:
			2				1	
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice
Х	Х		n/a			Х		х
	Very Good	Adeq	ıuate	Pc	or *	N	eeds	urgent attention *
Cleanliness	X		1					Ī
Is everything i	in working order?			Υe	es X N	lo *		
If *, please giv								

ROOM 12									
Room Profile:	single female		Room Capacity:				Room Occupancy:		
			2				2		
TV	Ensuite	Shared	Bathroom		Smoke Ala		rm	Fire Notice	
Х	х	ı	n/a		Х			х	
	Very Good Adequate Poor *			or *	N	urgent attention *			
Cleanliness	Х								
	in working order	?		Ye	s X N	10 *			
If *, please giv	ve details:								
ROOM 14									
Room Profile:	single female		Room	n Capad	city:		Roo	m Occupancy:	
			2				1		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
X	X	ľ	n/a			Χ		x	
	Very Good	Adeq	uate	Po	or *	N	eeds	urgent attention *	
Cleanliness	Х								
Is everything	in working order	?	_	Ye	es X N	lo *			
If *, please giv	ve details:								
ROOM 15									
Room Profile:	single female		Room	n Capad	city:		Roo	m Occupancy:	
			2				1		
TV	Ensuite	Shared	Bathro	om	Smok	e Alarm		Fire Notice	
Х	х	ı	n/a			Х		х	
	Very Good	Adeq	uate	Po	or *	N	eeds	urgent attention *	
Cleanliness	Х								
Is everything	in working order	?		Ye	s X N	lo *			
If *, please giv	ve details:								
ROOM 16									
Room Profile:	single female		Room	n Capad	city:		Roo	m Occupancy:	
			2				1		
TV	Ensuite	Shared	Bathro	om	om Smoke A		rm	Fire Notice	
X	x	ı	n/a			Х		x	
	Very Good	d Adeq	uate	Po	or *	N	eeds	urgent attention *	
Cleanliness	X								
Is everything	in working order	?	-	Ye	es X N	lo *			
If *, please giv									

ROOM 17										
Room Profile:isolation room			Room Capacity:				Room Occupancy:			
			2				0			
TV	Ensuite	Shared Bathr		om	Smoke Al		ırm	Fire Notice		
Х	Х		n/a		Х			х		
	Very Good	Adec	luate	Pc	or *		leeds	urgent attention *		
Cleanliness	х									
Is everything i	in working order?)		Ye	es X N	lo *				
If *, please giv	ve details:									
ROOM 18					••			•		
Room Profile:	single female			Room Capacity:				Room Occupancy:		
	Francista .	Chanad	2 Dathus		Connel	- Ala	1	Fine Netice		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	ırm	Fire Notice		
Х	х	ı	n/a			Х		x		
	Very Good	Adeo	Juate	Po	or *	Ν	leeds	urgent attention *		
Cleanliness	Х									
Is everything i	in working order?)		Ye	es X N	lo *				
If *, please giv	ve details: Mould	in Bathroo	om ceili	ng						
ROOM 19										
Room Profile: single female			Room	Capac	city:		Roo	m Occupancy:		
TV	Ensuite	Shared	_	om	Cmak					
I V	Elisuite	Silareu	DatiiiO	OIII			11111	Fire Notice		
Х	Х	ĺ	n/a		Х			X		
	Very Good	Adeo	luate	Po	or * Needs		leeds	urgent attention *		
Cleanliness	Х									
Is everything i	s everything in working order?			Ye	es X	lo *				
If *, please give details:										
ROOM 20							ı			
Room Profile: single female			Room Capacity:				Room Occupancy:			
	<u> </u>		2		T -		2	Г		
TV	Ensuite	Shared Bathroo		om	Smoke Ala		ırm	Fire Notice		
X	Х	n/a		T	Х			x		
	Very Good	l Adequate		Po	or * Ne		eeds urgent attention *			
Cleanliness	Х									
	n working order)		Ye	es X N	lo *		_		
If *, please giv	ve details:									

ROOM 21											
Room Profile:vacant			Room Capacity:				Room Occupancy:				
					2				1		
TV		Ensuite	Shared Bathroom			Smoke Alarm			Fir	e Notice	
X		X		r	n/a		Х			x	
		Very Good	Adequate Po		oor * Needs			urgent a	attention *		
Cleanliness		X									
Is everything i	in w	orking order?	?			Υe	s X N	lo *			
If *, please giv	⁄e d	etails:									
ROOM 22					_				_		
Room Profile:	Sİ	ngle female			Room	Capac	city:		-	m Occup	oancy:
TV		Ensuite	Ch	arad	_	om	Smoke Alarm			Cir	e Notice
I V		Elisuite	311	Shared Bathroom						e Notice	
X		x	n/a		Х			X			
		Very Good		Adeq	uate Poor		or * Needs		urgent a	attention *	
Cleanliness		X									
Is everything in working order? Yes X No *											
If *, please give details:											
ROOM 23											
Room Profile:	si	ngle female			Room Capacity:				Room Occupancy:		
					2				1		
TV		Ensuite	Shared Bathroom		Smoke Alarm		ırm	Fir	e Notice		
Х		х	n/a		Х				Х		
		Very Good		Adequate Poor *			or *	Needs urgent attention *			attention *
Cleanliness		х									
Is everything in working order? Yes X No *											
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 members of staff regarding general
issues while in the centre please outline the details below:
N/A
If you were approached by any other persons 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:		Park Lodge	
Address:		Killarney	
Contractor:		OFM	
Manager:		Gerardette Milligan	
Contact Name:		Gerardette Milligan	
Capacity Per MOA (Current		68 (61)	
Occupancy):			
Date of	06/10/2022		
Inspection:			

Fire Safety: Room 6 Cover over fire detector

Food Safety:

No safety issue

Bedrooms:

Room 2 Repair handle on bathroom door Room 9 Shower tray blocked Room 18 Mould in Bathroom

IPAS/IPPS

Independent
Inspection Report

Centre:	Park Lodge Accommodation
	Centre
Inspector:	Fergal Duane
Date of Inspection:	14/07/2022
Time of Arrival & Departure:	12.30-14:30

Part 1 General Information on Services

Independent Inspection Report

Centre: Park Lodge, Killarney

Accommodation Centre

Date of Inspection: 14/07/2022

1. CENTRE DETAILS

Park Lodge, Killarney Co. Kerry					
OFM					
Geradette Milligan					
Give Job Title only					
Assistant manager / Receptionist					
064 39671					
68					
52					
Single Female (adults)					
South West					
Mary O Connor					
Theresa O Gorman					
Anne Hussey					
Padraig Mangan					
Killarney					
·					
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?					

2. Please provide a copy of the following

Have you a copy of the Certification

	Check List
Official Register	х
Menu Cycle	х
Staffing Lists as follows:	
1. Full list of staff employed at the centre (indicating Names, Titles,	x
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 staff 8pm to 8 am
Is security provided by external company?	(Y/N)	Yes Nox
If yes, give name of company:		Internal OFM Staff
Does the centre have CCTV?	(Y/N)	Yes x No
Is a list of emergency numbers available in the	2	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?		3 between kitchen and reception
Who is responsible for first aid restocking?		Job title <u>only</u> (not name) of person responsible:
		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?	

5 HOUSE RULES

Are residents provided with a copy of the House	Yes x No
Rules on arrival?	
How does centre management explain house rules	On arrival induction with
to residents on arrival?	Manager and 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 at
	security 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 tv lounge
Any other relevant information:	
Is there a facility for storage of residents' valuables*?	In own rooms only
(Give details.)(*Storage is at resident's own risk)	-
What toiletries are provided to residents on arrival?	Soap, shampoo, toothpaste, toilet
	paper
What arrangements are in place to replenish these	Go to manager – checked also monthly
items?	-

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	Not applicable to Park Lodge
Child Protection Policy?	
(Give details)	
Are visitors asked to sign a declaration agreeing to	n/a
adhere to the child protection policy?	
Where is declaration held?	n/a
Is there a sign in book for visitors? Where?	n/a
Are there notices on public display giving name and	n/a
contact details of Designated Liaison Person? Where?	
Have Designated Liaison Persons received HSE training?	n/a
Are notices prominently displayed regarding parental	n/a
supervision of children? Where?	

9 FOOD SAFETY

Has a HACCP system been implemented? (Yes/No)	Yesx No
Have the premises been inspected by an Environmental	Yes x No
Health Officer? (Yes/No)	
Date of last visit:	2/12/20

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

Are residents consulted regarding menu / dietary requests? (Give details.)	Chef openly meets with residents, guest also provide recipes to chef for theme nights
Provide details opposite:	n/a
Which of the following are provided for school children's packed lunches:	
 Sandwich? What sandwich fillings are available: Cheese? Ham? Chicken? Tuna? Jam? Other? 	
Drinks? Juice? Water?	
Yogurt?	
• Fruit?	
Other	
Is infant formula kept out of public view?	n/a
What arrangements are in place for distribution of infant formula?	n/a

11 ARRANGEMENTS FOR REFRESHMENTS / MEALS OUTSIDE NORMAL MEAL TIMES

THIFTES	
Are tea / coffee / drinking water / Snacks etc. available outside mealtimes?	Yes x No
What food/snacks are available after hours or when kitchen is closed?	Fruit, Bread, coffee, tea and milk
Where are the snacks located and how are they accessed?	Dining room
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? (Give details)	Yes on arrival if outside main meal times, 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?	Does not apply to Park Lodge
Access to drinking water (for breastfeeding mothers / for preparation of infant formula)	n/a
Sterilisers	n/a
Kettles	n/a
Fridge (for bottles of EBM* / formula)*Expressed Breast Milk	n/a
Bottle Warmer	n/a

Microwave	n/a
Are these facilities available 24 hours a day	n/a
Is there a dedicated room provided? Where?	n/a

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 No x
Snooker Table	Yes No x
Pool Table	Yes x No
Table Tennis Table	Yes x No
Board Games	Yes x No
Newspapers	Yes No x
Books	Yes x No
Toys / games for children	Yes No x
Other	
Give details of any other arrangement or other comments:	Gym with cardio equipment, ab machines in building at rear- Currently used for storage

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)	UPC cable channels
An average, how many TV channels are	30+
provided to 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?	Residents 2 washing and 2 dryers.
(e.g., residents, staff, other, etc)	

What procedures are in place for the exchange of towels and bed linen at the centre?	On request with manger
What procedures are in place for ironing boards and irons?	Available from laundry both irons and ironing boards
How is washing powder / tablets supplied?	Washing machines on automatic dosing
Are there specific arrangements for access to the laundry (give details):	Open from 8am to 10pm

17 CLEANING (General Arrangements)

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

PART 2

Room by Room Inspection

Independent Inspection

Centre: Park Lodge Killarney

Date of Inspection: 14/07/22

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	Reception board
Accident/ Incident procedure	х	Mangers office

HSE Breastfeeding Posters		n/a
(if applicable)		
Designated Liaison Person details		n/a
(Child Protection)		
Supervision of children notice		n/a
Gym Notices(Child Safety – if applicable)	X	Gym door
IOM Voluntary Return Posters	х	Lobby outside managers office

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>
21/06/22	Internal	Ok
22/06/22	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
14/06/22	Chubb	x			
11/07/22	internal	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
11/07/22	Internal security	Х			
Nov 21	by M&K Fire –	Х			
	Conformance				
	Certificate				

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
10/07/22	Internal security	Х			
11/07/22	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
4/7/21 8am	2	11	3min	Went well
1`2/02/22	2	23	3.5min	Excellent response
11am				

^{**}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:

Yes x No	
No x	

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		n/a
(if applicable)		
Designated Liaison Person details		n/a
(Child Protection)		
Supervision of children notice		n/a
Gym Notices (Child Safety – if applicable)	х	Gym door notice (no children
		onsite)

IOM Voluntary Return Posters	x	Dining room and lobby
Anti Human-Trafficking Posters	х	Dining room and lobby
'NO to Violence & Harassment' Posters	Х	Dining room and lobby

Social Room / Tea Station (State Location):

· · · · · · · · · · · · · · · · · · ·	
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 requiring attention?	Yes Nox
If yes please detail:	

Pre-school Room:

Is thearea generally clean?	Not applicable to Park Lodge
If no please give details:	
Visual Check: Have you noticed	d any issues requiring attention? n/a
•	, has sufficient toys, changing areas, toilets in working order, etc)
Other comments:	

DINING AREA:

	ies:						
From	1		То				
7.30	7.30		9.30				
12.30)		14.00				
17.30	0		19.00				
al of the	day:	Lunch		Dinn	er x		
e?		Yes	X	No			
all men	u options on da	ay of insp	ectio	n:			
ay?				Yes	Х	No	
espond v	vith options avai	ilable?		Yes			
explana	tion and provide	e details:					
led?	Lunch	х					
Please describe the meal in detail (e.g. was it hot / cold, bland / spicy etc.)							
om Past	:a						
Was there a vegetarian option?		V۵	Yes Mushroom Pasta				
(note salad and vegetables alone are not		16	Jivias		ı asta		
	<u>ne</u> are not	16	5 14145	5111 00111	rustu		
an optic	<u>ne</u> are not	Te	3 17103	5111 00111	T dota		
an optic	<u>ne</u> are not on)	Te			1 4314		
an optic	<u>ne</u> are not on)	Ye		x	No		
an option: ion: nes avail ion:	ane are not on) able?	Ye	S		No		
an option: nes avail	ane are not on) able?	Ye	s ASTA (х	No		
an optic ion: nes avail ion: ble for I ding Gui	ane are not on) able? nfants? delines)	Ye PA	s ASTA (х	No		
an opticion: nes avail ion: ble for I ding Gui che food	ane are not on) able? nfants?	Ye PA	s \STA (a	х	No		
an opticion: nes avail ion: ble for I ding Gui the food ?	ne are not on) able? nfants? delines) on offer appear	Ye PA n/	s ASTA (a	x CABON	No ARA		
an opticion: nes avail ion: ble for I ding Gui the food ?	ne are not on) able? nfants? delines) on offer appear	Ye PA n/ to Ye Ye	s ASTA (a s	x CABONA x	No ARA No		
an opticion: nes avail ion: ble for I ding Gui the food ?	ne are not on) able? nfants? delines) on offer appear ng Ramadan? nents for provision	Ye PA n/ to Ye Ye	s ASTA (a s	x CABONA x	No ARA No		≘s,
	7.30 12.30 17.30 1	7.30 12.30 17.30 17.30 al of the day: e? all menu options on day? explanation and provide led? Lunch is eal in detail (e.g. was it hom Pasta	7.30 12.30 17.30 17.30 al of the day: Explanation and provide details: Lunch Explanation and provide details: Lunch Lunch Explanation and provide details: Lunch x Explanation detail (e.g. was it hot / cold, om Pasta	7.30 9.30 12.30 17.30 19.00 17.30 19.00 19	7.30 12.30 17.30 19.00 17.30 19.00 19.	7.30 12.30 17.30 19.00 17.30 19.00 10 of the day: Yes x No all menu options on day of inspection: ay? espond with options available? explanation and provide details: led? Lunch x eal in detail (e.g. was it hot / cold, bland / spicy etc.) om Pasta	7.30 12.30 17.30 19.00 All of the day: Yes x No all menu options on day of inspection: all menu options available? explanation and provide details: led? Lunch x eal in detail (e.g. was it hot / cold, bland / spicy etc.) om Pasta

Yes Nox

Yes **x**No

Is there any damaged seating or tables in dining room?

eat their lunch?

Comments:

Is there enough seating for residents present to sit down and

Food and service of a high standard.

KITCHEN AREA: Food Safety Critical Requirements

FOOD SAFETY

Has the premises been inspected by an	Yes
Environmental Health Officer?	
Date of Visit?	2/12/20
Comments:	
There was a visit in Dec 21 however no rep	ort was received. Center requested on
day of audit.	

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 ,no activity noted All in order.

Induction and Ongoing Staff Training: HACCP training has been provided to all kitchen staff, training records viewed in employee file.

Time & Temperature Records: Cooking, re-heating, service temperatures are taken at each service. Food server temperature taken also. Fridge & Freezer temperatures taken twice daily as food delivery and food storage.

Hygiene Audits: Hygiene and cleaning tracking compete

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: 12 point 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? 2 Freezers, 4 fridges ,Oven, gas burner, deep fryer, commercial microwave, commercial mixer, milk dispenser, commercial dishwasher, separate metal worktops for cooked meat, raw meat and vegetables.			
In what condition is the equipment? Equipment is clean and well maintained.			
Comments: Separate room for dish washing. Are	ea well ventilated, clean and well maintained		

Structural Hygiene Kitchen:

Is the refuse area suitably located?	s the refuse area suitably located? Yes, located outside kitchen area.		
Is the area tidy?	Yes		
Are all bins covered?	Yes		
Are signs displayed at all entrances in relation to		Yes.	
access to kitchen for non kitchen staff?			
Are white coats, shoe covers and hats available		Yes	
for non kitchen staff?			
Comment of the structural hygiene of the kitchen (i.e.			
floors/walls/ceilings/doors/windows/work surfaces/ventilation, etc):			
Good standard of hygiene maintained within the kitchen.			
Good standard of hygiene maintained within the kite	chen.		
Good standard of hygiene maintained within the kite Are suitable hand washing and drying fa		Yes	
		Yes	
Are suitable hand washing and drying fa		Yes	
Are suitable hand washing and drying fa provided?		Yes	

Structural Hygiene cont

Dry Goods

Suitably equipped? Shelving/containers etc	Yes, separate dry goods storage room.	
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 within expiry dates.	

Refrigerated Storage

What type of refrigerated storage is provided?	Free standing commercial refrigerators and free standing and commercial chest freezers.		
Comment on the condition and suitability of the refrigerated storage: 2 freezers and 4 fridges all spotless and very well maintained with everything appropriately labelled.			
Are thermostats provided and in working order?	Yes, all in good working order.		
Are food items date stamped?	Yes.		
Are samples of dishes being kept?	Yes, kept in refrigerated display unit in service area.		

Other

Is there appropriate storage for	Yes, separate locked room facility in place.
cleaning agents and chemicals?	Appropriate shelving provided.

Operational Hygiene

Do residents use the main kitchen?	e main kitchen? No		
Is that use supervised to ensure safe & hygienic		N/A	
practices are observed?			
By whom is it supervised?		N/A	
Is the correct equipment provided? e.g.	colour coded	chopping boards	
Yes, colour coded chopping boards and knifes are		food preparation areas. Colour	
notices on display advising of which equipment to	use.		
Is the necessary holding equipment pro			
Bain marie and refrigerated display unit provided	in service area. B	oth units are clean and well	
maintained.			
Condition and suitability of serving equ	ipment and u	itensils:	
All serving equipment and utensils are clean and well maintained.			
What procedures are in place for unused/unserved food at the end of service?			
Foods are disposed of after every service.			
Comments:			

Staff Facilities and Hygiene

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

PUBLIC TOILET (State Location): 23 Number Soap Toilet Hand Towels / Hot Sanitary Bins Paper Dryers Water Unisex: 1 Х Х X Ladies: Gents: Is there a cleaning schedule displayed?Yes No x Record the last time entry. Is the area clean? (provide comment) 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? Yes X No Are the exit signs clearly marked? Yes X No **General Seating Area** Is the seating in good condition? Yes X No What is the area generally used for? Socialising and visitors **Computer room:** Is the area generally clean? Yes X No Visual Check: Have you noticed any issues requiring attention? Yes \(\subseteq \text{No} \) If yes please detail: Any other comments? If yes please detail: **OUTDOOR GROUNDS / FACILITIES** Please rate the following Poor* Needs urgent attention* Very Good Adequate Condition of exterior of Х centre Paintwork of the centre Χ Maintenance standard of the Х grounds (e.g. grass cut, walkways clear etc.) Cleanliness of the grounds Х (ie., evidence of rubbish etc.)

Where you have rated * please provide details and comments:

No children reside in Park Lodge

Are there any facilities available for children outdoors? no

Comments

LAUNDRY ROOM

	Washing Machines	Dryers
Number	2	2
Do they appear to be in working order? yes		

CORRIDOR all corridors are maintained exceptionally well

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.)	Yes Nox
If yes please detail:	

Bedrooms:

CLEANING (<u>General Arran</u>	gements)						
How often are	e bedrooms insp	ected?		twice v	veekly [We	eklyx	
Who cleans th	Who cleans the bedrooms?					R	eside	nts x
How often do		Weekly fortnightly Monthly Other			· =			
Are there clea	ning materials a	and equipm	ent					
provided by n	nanagement for	residents?		Yes	>	(No 🗌
What cleaning residents?	g equipment is a	vailable to		Mops,	brushes	, toile	t clea	iner, vacuum etc
_	ments are in plaufficiently by res		are	_	ary get l			ith resident and if ing to assist in
ROOM 1			ı					
Room Profile:	single female			m Capac	ity:			n Occupancy:
		1	2	1			1	
TV	Ensuite	Shared					m	Fire Notice
Х	X	ľ	n/a	Х				X
	Very Goo	d Adeq	uate	Po	Poor * Need			urgent attention *
Cleanliness	Х							
Is everything i	n working orde	ι,		Ye	s X N	1o *		
If *, please giv	If *, please give details:							
POOM 2								
ROOM 2	single female		Roor	m Canac	sitv.		Roon	n Occupancy:
	single female			m Capac	city:			n Occupancy:
	single female Ensuite	Shared	2	-	city: Smok	e Alaı	2	n Occupancy: Fire Notice
Room Profile:			2	-		e Alaı	2	
Room Profile:	Ensuite		2 Bathron/a	oom		Х	2	Fire Notice
Room Profile:	Ensuite x		2 Bathron/a	oom	Smok	Х	2	Fire Notice
Room Profile: TV X Cleanliness	Ensuite x Very Goo	d Adeq	2 Bathron/a	oom Po	Smok	Х	2	Fire Notice
Room Profile: TV X Cleanliness	Ensuite x Very Goo X n working orde	d Adeq	2 Bathron/a	oom Po	Smok	X	2	Fire Notice
Room Profile: TV X Cleanliness Is everything if *, please given	Ensuite x Very Goo X n working orde	d Adeq	2 Bathron/a	oom Po	Smok	X	2	Fire Notice
Room Profile: TV X Cleanliness Is everything if *, please given	Ensuite x Very Goo X n working order ve details:	d Adeq	2 Bathron/a uate	oom Po	Smok or *	X	eeds u	Fire Notice X urgent attention *
Room Profile: TV X Cleanliness Is everything if *, please given	Ensuite x Very Goo X n working orde	d Adeq	2 Bathron/a uate	oom Po	Smok or *	X	eeds u	Fire Notice
Room Profile: TV X Cleanliness Is everything if *, please given	Ensuite x Very Goo X n working order ve details:	d Adeq	2 Bathra n/a uate Roor 2	oom Po Ye	Smok or *	X No *	eeds u	Fire Notice X urgent attention *

Poor *

Adequate

Needs urgent attention *

Very Good

1					_			
X								
working order?			Ye	s X l	No *			
If *, please give details:								
ROOM 4								
single female		Room	Capac	ity:		Roo	m Occupancy:	
		2				2		
Ensuite	Shared	Bathro	om	Smol	ke Ala	rm	Fire Notice	
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Very Good	Adeq	uate	Po	or *	N	eeds	urgent attention *	
X			<u> </u>			$\overline{}$		
			Ye	s X	No *			
details:								
single female			Capac	ity:			m Occupancy:	
		_						
Ensuite	Shared	Bathro	om	Smol	ke Ala	rm	Fire Notice	
х		n/a			Х	X		
Very Good	Adeq	uate	Po	or *	N	eeds	urgent attention *	
Х								
working order?								
details: Sink Blo	cked in b	athrooi	m infor	med by	resid	lent.	Centre manager to	
single female		Room	Capac	itv:		Roo	m Occupancy:	
		2				0	, ,	
Ensuite	Shared	Bathro	om	Smoke Alarm		rm	Fire Notice	
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Very Good	Adeq	uate	Ро	or *	N	eeds	urgent attention *	
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working order?			Ye	s X l	No *			
details:								
	ROOM 7							
single female		Daarr		sita		D.c.	m Occupancy	
single female		Room	Capac	city:		Roo 1	m Occupancy:	
single female Ensuite	Shared	2	-	city: Smol	ke Ala	1	m Occupancy: Fire Notice	
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Ensuite x	Ī	2 Bathro n/a	om	Smol	Х	nm	Fire Notice	
	single female Ensuite X Very Good X working order? details: single female Ensuite X Very Good X working order? details: Sink Blo single female Ensuite X Very Good X working order? details: Sink Blo single female	Ensuite Shared X Very Good Adeq X working order? details: Single female Ensuite Shared X Very Good Adeq X working order? details: Sink Blocked in base of the base o	Ensuite Shared Bathro X n/a Very Good Adequate X working order? details: Single female Room 2 Ensuite Shared Bathro X n/a Very Good Adequate X working order? details: Sink Blocked in bathroom single female Room 2 Ensuite Shared Bathro X n/a Very Good Adequate X working order? details: Sink Blocked in bathroom Single female Room 2 Ensuite Shared Bathro X n/a Very Good Adequate X n/a Very Good Adequate X working order?	Ensuite Shared Bathroom X	Ensuite Shared Bathroom Smoke x n/a	Ensuite Shared Bathroom Smoke Alax X	Ensuite Shared Bathroom Smoke Alarm X	

If *, please giv	ve details:								
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ROOM 8						Ī			
Room Profile: single female				Capac	city:			m Occupancy:	
TV	Ensuite	Shared	2 Pathro	om	Smok	o Ala	2 rm	Fire Notice	
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Cleanliness	Х								
Is everything i	in working order?	l		Υe	es X N	lo *			
If *, please giv	ve details:								
ROOM 9									
Room Profile:	single female		Room	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	Adeo	uate	Po	or *	N	eeds	urgent attention *	
Cleanliness	X								
Is everything i	in working order?			Υe	es X N	lo *			
If *, please giv									
ROOM 10									
	single female		Room	Canad	rity:		Roo	m Occupancy:	
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Cleanliness	Very Good X	Aueu	Juate	1		IN	eeus	urgent attention *	
	in working order?			l l	<u></u> es X N	l lo *			
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ROOM 11	-:		D = = ==		- * - * - · · ·		D	0	
Room Profile:	single female			Capac	city:			m Occupancy:	
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	in working order?			YE	2s X N	1o *			
If *, please giv	ve details:								

ROOM 12										
Room Profile:	single female		Room	n Capad	city:		Room Occupancy:			
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TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice		
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	Very Good	d Adeq	uate	Po	or *	N	eeds	urgent attention *		
Cleanliness	Х						_			
	in working order	?		Ye	s X N	1o *				
If *, please giv	ve details:									
ROOM 14										
Room Profile:	single female		Room	n Capad	city:		Roo	m Occupancy:		
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	Very Good	Adeq	uate	Po	or *	N	Needs urgent attention *			
Cleanliness	Х									
Is everything	in working order	?	_	Ye	es X N	lo *				
If *, please giv	ve details:									
ROOM 15										
Room Profile:	single female		Room Capacity:				Roo	m Occupancy:		
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	Very Good	Adeq	uate	Poor * Nee				Needs urgent attention *		
Cleanliness	Х									
Is everything	in working order	?		Ye	s X N	lo *				
If *, please giv	ve details:									
ROOM 16										
Room Profile: single female Room Capacity: Room Occu							m Occupancy:			
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TV	Ensuite	Shared	Bathroom		Smoke Ala		rm	Fire Notice		
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	Very Good	d Adeq	uate	Po	or *	N	eeds	urgent attention *		
Cleanliness	X									
Is everything	in working order	?	-	Ye	es X N	lo *				
If *, please giv										
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ROOM 17									
Room Profile:	isolation room		Room	Capad	city:		Room Occupancy:		
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TV	Ensuite	Shared	Bathroom		Smok	Smoke Ala		Fire Notice	
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	Very Good	Adeq	<u>uate</u>	Po	or *	١	leeds	urgent attention *	
Cleanliness	Х								
	in working order?)		Ye	es X N	lo *			
If *, please give	ve details:								
ROOM 18									
Room Profile:	single female		Room	Capac	city:		Roo	m Occupancy:	
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Cleanliness	Х								
Is everything i	in working order?)		Ye	es X N	lo *			
If *, please given	e details:								
ROOM 19	ataula Canala		.	<u> </u>				0	
Room Profile:	single female		Room Capacity:				Room Occupancy:		
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	Very Good	Adeq	uate	Po	or *	N	Needs urgent attention *		
Cleanliness	Х								
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If *, please give	re details:								
ROOM 20	ataula Carala		<u> </u>	<u> </u>					
Room Profile:	single female		Room	Capac	city:		2 Roo	m Occupancy:	
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Cleanliness	X								
	in working order?)		Ye	es X N	lo *			
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ROOM 21												
Room Profile:vacant					Room Capacity: Ro					loom Occupancy:		
					2		1					
TV		Ensuite	Sh	nared	Bathroom Smoke Al			e Ala	ırm	Fi	re Notice	
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		Very Good		Adeq	uate	Pc	or *	Ν	leeds	urgent	attention *	
Cleanliness		Х										
Is everything i	in w	orking order?	?			Ye	es X N	lo *				
If *, please giv	⁄e d	etails:										
ROOM 22					_				_		_	
Room Profile:	SI	ngle female			Room	Capac	city:		1 1	m Occu	pancy:	
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1 V		Liisuite	J1	iaicu	Datino	OIII				' '	Te Notice	
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Cleanliness		X										
Is everything i	in w	orking order?	?			Υe	es X N	lo *				
If *, please giv	⁄e d	etails:										
ROOM 23												
Room Profile:	si	ngle female			Room Capacity:				Room Occupancy:			
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		Very Good		Adeq	uate	Pc	or *	N	leeds	urgent	attention *	
Cleanliness		х										
Is everything i	in w	orking order?	?			Υe	s X N	lo *				
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 members of staff regarding general
issues while in the centre please outline the details below:
N/A
If you were approached by any other persons 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:		Park Lodge				
Address:		Killarney				
Contractor:		OFM				
Manager:		Gerardette Milligan				
Contact Name:		Gerardette Milligan				
Capacity Per MOA	(Current	68 (52)				
Occupancy):						
Date of	14/07/2022					
Inspection:						

Fire Safety:

No issues

Food Safety: No safety issue

Bedrooms:

Nr 5 – Blocked sink.

Rooms in good condition.

From: David Lardner (DCEDIY)

Sent: Tuesday 29 November 2022 11:54

To:

Subject: IPPS - Inspection Reports Park Lodge Accommodation Centre - Please review and respond

Dear Mr Carnegie,

Please find attached PDF copies of the IPPS Independent Inspection Reports from QTS Ltd for Park Lodge Accommodation Centre, dated 14/07/2022 and 06/10/2022 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



Park lodge Park road Killarney Co. Kerry 29.11.2022

Re: Inspection 06.10.2022

Dear David,

The following action has been taken,

Room 6, Fire detector uncovered, resident reminded on rules regarding smoking ban in the building.

Room 2, door handle repaired.

Room 9, shower unblocked.

Room 18, mould removed from bathroom.

Yours faithfully,

Jamie Carnegie

Managing director.



Park lodge Park road Killarney Co. Kerry 29.11.2022

Re: Inspection 14.07.2022

Dear David,

The following action has been taken,

Room 5 sink unblocked.

Yours faithfully,

Jamie Carnegie Managing director.