

LETTER OF COMPLIANCE INSPECTION REPORT

INSPECTION DATE/TIME/DURATION: 9/16/2025 9:13 AM		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2">INSPECTION TYPE</th> </tr> <tr> <td style="width: 20px;"></td> <td>Initial Application</td> </tr> <tr> <td></td> <td>Conversion</td> </tr> <tr> <td style="text-align: center;">✓</td> <td>Mandatory Review</td> </tr> <tr> <td></td> <td>Full</td> </tr> <tr> <td></td> <td>Complaint Investigation</td> </tr> <tr> <td></td> <td>Monitoring</td> </tr> <tr> <td></td> <td>Other</td> </tr> <tr> <td style="text-align: center;">☐</td> <td>Follow Up</td> </tr> </table>		INSPECTION TYPE			Initial Application		Conversion	✓	Mandatory Review		Full		Complaint Investigation		Monitoring		Other	☐	Follow Up	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="4">Approved Capacity: 96</th> </tr> <tr> <th>AGES</th> <th>Approved for</th> <th># Enrolled</th> <th># Present</th> </tr> <tr> <td>2's</td> <td style="text-align: center;">● Y N</td> <td style="text-align: center;">22</td> <td style="text-align: center;">21</td> </tr> <tr> <td>3's</td> <td style="text-align: center;">● Y N</td> <td style="text-align: center;">24</td> <td style="text-align: center;">24</td> </tr> <tr> <td>4's</td> <td style="text-align: center;">● Y N</td> <td style="text-align: center;">16</td> <td style="text-align: center;">15</td> </tr> <tr> <td>5's (pre-school)</td> <td style="text-align: center;">● Y N</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> <tr> <td>5-15 (school-age)</td> <td style="text-align: center;">Y ● N</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> <tr> <td>TOTAL</td> <td></td> <td style="text-align: center;">62</td> <td style="text-align: center;">60</td> </tr> <tr> <td>Head Start</td> <td style="text-align: center;">XXXXXXX</td> <td style="text-align: center;">0</td> <td style="text-align: center;">XXXXXX</td> </tr> </table>		Approved Capacity: 96				AGES	Approved for	# Enrolled	# Present	2's	● Y N	22	21	3's	● Y N	24	24	4's	● Y N	16	15	5's (pre-school)	● Y N	0	0	5-15 (school-age)	Y ● N	0	0	TOTAL		62	60	Head Start	XXXXXXX	0	XXXXXX
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WORKERS COMPENSATION INSURANCE COVERAGE: ☒ Y ☐ N				EXP DATE: 3/03/2026																																																							
OPERATOR NAME: Church of Philippi Inc.																																																											
FACILITY NAME: Philippi Christian Preschool																																																											
ADDRESS: 7422 Race Road Hanover MD 21076																																																											
PERSON(S) INTERVIEWED: Young Kim																																																											
TITLE(S): Director																																																											
TELEPHONE: (410) 657-4244		E-MAIL: youngmi.kim@churchofphilippi.org ● Verified ○ N/A																																																									

PART 1 - MANDATORY REVIEW ITEMS

INSTRUCTIONS: (1) Review each regulation that applies to the inspection being conducted.
 (2) The compliance status of an item listed under Part 2 may be recorded when deemed necessary.
 (3) Initial/Resumption/Conversion/Full Inspection - Complete both Part 1 and Part 2.

C = In Compliance, D = Discussed, N = Not in Compliance, X = Not Inspected, NA = Not Applicable

<u>C</u>	.03.06A	Notifications
<u>C</u>	.04.01B	Capacity
<u>C</u>	.05.01A	Building Safety
<u>C</u>	.05.08A	Appropriate Facilities and Supplies
<u>C</u>	.05.11	General Cleanliness and Disposal of Refuse
<u>N</u>	.05.12	Outdoor Activity Area
<u>D</u>	.07.02	Abuse and Neglect Reporting
<u>D</u>	.07.06	Child Security

<u>D</u>	.08.01A	Appropriate Supervision
<u>C</u>	.08.03	Group Size and Staffing
<u>C</u>	.08.07	Playground Supervision
<u>C</u>	.10.01A(4)	Emergency Escape Route Posted
<u>C</u>	.10.01C	Emergency Contact Posted
<u>C</u>	.10.03	Safe Use of Materials and Equipment
<u>C</u>	.10.04	Potentially Hazardous Items
<u>C</u>	.12.04A	Food Safety

PART 2 – GENERAL COMPLIANCE REVIEW

INSTRUCTIONS: The compliance status of an item listed under Part 1 is excepted (exc.) from recording under Part 2.

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CHAPTER 02 APPLICATION AND MAINTENANCE

<u>X</u>	.03C	Maintenance of a Continuing Letter of Compliance
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CHAPTER 03 MANAGEMENT AND ADMINISTRATION

<u>X</u>	.01	Multi-Site Facilities
<u>X</u>	.02	Admission to Care
<u>X</u>	.03	Program Records
<u>X</u>	.04	Child Records
<u>X</u>	.05	Staff Records

<u>N</u>	.06	Notifications [exc. A]
<u>X</u>	.07	Change of Operation
<u>X</u>	.08	Variances
<u>X</u>	.09	Advertisement

CHAPTER 04 OPERATIONAL REQUIREMENTS

<u>X</u>	.02	Enrollment and Attendant
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CHAPTER 05 PHYSICAL PLANT AND EQUIPMENT

<u>X</u>	.01	Building Safety [exc. A]
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CHAPTER 05 PHYSICAL PLANT AND EQUIPMENT, CON'T

- X .02 Accessibility
- X .03 Indoor Space
- X .04 Building Repair and Maintenance
- X .05 Lead-Safe Environment
- X .06 Ventilation and Temperature
- X .07 Water Supply
- X .08 Sanitary Facilities and Supplies [exc. A]
- X .09 Lighting
- X .10 Telephone and Communication
- X .13 Swimming Facilities

CHAPTER 06 STAFF REQUIREMENTS

- X .01 Minimum Staff Age
- X .02 Staff Orientation
- X .03 Suitability for Employment
- X .04 Staff Health
- X .05 Substitutes
- X .06 Support Personnel
- X .07 Volunteers

CHAPTER 07 CHILD PROTECTION

- X .01 Prohibition of Abuse, Neglect, Injurious Treatment
- X .03 Child Discipline
- X .04 Parental Access
- X .05 Authorized Release

CHAPTER 08 CHILD SUPERVISION

- X .01 Individualized Attention and Care [exc. A]
- X .02 Staff Available for Emergencies
- X .04 Variations in Group Size
- X .05 Supervision during Water Activities
- X .06 Supervision during Transportation
- X .08 Rest Time Supervision

CHAPTER 09 PROGRAM REQUIREMENTS

- X .01 Materials and Equipment
- X .02 Rest Furnishings
- X .03 Storage

CHAPTER 10 SAFETY

- X .01 Emergency Safety Requirements [exc. A(4), C]
- X .02 First Aid and CPR
- X .05 Transportation

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CHAPTER 11 HEALTH

- X____.01 Exclusion for Acute Illness
X____.02 Infectious and Communicable Diseases
X____.03 Preventing Spread of Disease
X____.04 Medication Administration and Storage
X____.05 Smoking
X____.06 Alcohol and Drugs

CHAPTER 12 NUTRITION

- X____.01 Food Service
X____.02 Modified Diet
X____.03 Food Sources
X____.04 Food Storage and Preparation [exc. A]

CHAPTER 12 NUTRITION, CON'T

- X____.05 Food Preparation Area and Equipment

CHAPTER 13 ADOLESCENT FACILITIES

- X____.01 Approved Plan

CHAPTER 14 EDUCATIONAL PROGRAM

- X____.04 Change of Operation
X____.06 Personnel Qualifications
X____.07 Educational Program
X____.08 Child Records
X____.09 Health, Fire Safety, Zoning

CHAPTER 15 INSPECTIONS, COMPLAINTS AND ENFORCEMENTS

- X____.02 Inspections
X____.06 Emergency Suspension



Signature of Provider



Signature of Agency Representative

James Sherwood

9/16/2025

Date

