



Program Details

Program Type: Child Care Center	Program Name: SMALL HANDS A .B.C	Program Number: 000000200224
Address: 5454 COLERAIN CINCINNATI OH 45239		County: HAMILTON

Inspection Information

Inspection Type: Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Reviewer: MICHELE MILLER	Visit Date: 10/12/2017	Begin Time: 9:15 AM
		End Time: 2:00 PM

All licensed child care programs are inspected at least once each year. All documented non-compliances are grouped as Serious, Moderate and Low risk violations. Documenting statements and supplemental information may be included in this report. This information is provided for technical assistance, and may not be associated with any Out of Compliance items.

Licensing inspection reports from the previous two years can be found on the child care website at <http://jfs.ohio.gov/CDC/childcare.stm>. This includes complaint investigation reports with substantiated allegations. Complaint investigations that resulted in additional non-compliance findings are also available on the website, however allegations that were unable to be substantiated are not included. For complete records of child care licensing inspections and complaint investigations, including all allegations, please contact the Child Care Help Desk at 1-877-302-2347 option 4, or the child care website for a public records request.

Summary of Findings

Number of Rules Verified: 58	Number of Rules with Non-Compliances: 8	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 1	Low Risk Non-Compliances: 8

Summary of Non-Compliances

Program Fully Compliant? No

Serious Risk Non-Compliances

No Serious Risk Non-Compliances were observed during this inspection

Moderate Risk Non-Compliances



Domain: 07 Diapering & Infant Care

Rule: 5101:2-12-20 Cribs

Code: The program is required to place infants in cribs while sleeping.

Findings: During the inspection, it was determined that the equipment in number(s) 6 below had been used for sleeping infants and did not allow the infant to sleep on a firm mattress:

1. Mesh cribs;
2. Play pens;
3. Bassinets;
4. Cots;
5. Car seats;
6. Infant swing;
7. The floor;
8. Infant seats;
9. An infant placed in a car seat in a crib;
10. Other [].

Infants must be provided with a crib, which meets requirements specified in this rule, for resting and sleeping. Provide staff training. Submit the program's corrective action plan, which includes a statement that staff training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/24/2017

Low Risk Non-Compliances

Domain: 02 Safe & Sanitary Environment

Rule: 5101:2-12-12 Safe Equipment

Code: The program is required to provide equipment that is safe and hazard free.

Findings: During the inspection, equipment was determined to be unsafe or hazardous to children and in need of repair as noted in the following number(s) 6 below:

1. The equipment had sharp points or corners;
2. The equipment had splinters;
3. The equipment had protruding nails;



4. The equipment had loose or rusty parts;
5. The equipment had paint which contains lead or other poisonous materials;
6. The equipment had hazardous features; a shelf in the school age room needed painting and the school age room had a dramatic play unit that was broken.
7. Other:

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/24/2017

Domain: 03 Postings & Equipment

Rule: 5101:2-12-17 Daily Schedule

Code: The program is required to have the daily program schedule posted in all required areas.

Findings: During the inspection, it was determined that a copy of the daily program schedule was not posted in the infant area as required. Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

Domain: 05 Health & Safety

Rule: 5101:2-12-16 Emergency Drills

Code: The program is required to complete fire drills, weather drills, and emergency/lockdown drills appropriately.

Findings: During the inspection, it was determined that the required drills were not completed for item number(s) 3 below:

1. Monthly fire drills;
2. Monthly weather emergency drills (March through September);
3. Quarterly emergency/lockdown drills.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/24/2017

Domain: 08 Staff Files



Rule: 5101:2-12-10 Professional Development Requirements

Code: The program staff is required to obtain at least 6 hours of professional development annually.

Findings: In review of the staff records, it was determined that Child Care Staff Members had not completed at least 6 hours of professional development annually, as required by this rule. Refer to the Employee Record Chart for the name(s) of the Child Care Staff Member(s) who must complete additional professional development hours. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/24/2017

Domain: 08 Staff Files

Rule: 5101:2-12-08 Orientation and Staff Records

Code: The program is required to have staff complete the online orientation before they are permitted to have sole responsibility of children.

Findings: During the inspection, it was determined that Child Care Staff Member(s) listed on the Employee Record Chart had sole responsibility of children and had not completed the online orientation, as required by this rule. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/24/2017

Domain: 08 Staff Files

Rule: 5101:2-12-08 Orientation and Staff Records

Code: The program is required to have staff completed the online orientation by the required date.

Findings: In review of the staff records, it was determined that the Child Care Staff Member(s) listed on the Employee Record Chart, who was employed prior to the effective date of this rule, did not complete the online orientation by June 30, 2017, as required. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/24/2017

Domain: 10 Written Policies & Procedures

Rule: 5101:2-12-16 Written Disaster Plan

Code: The program is required to have a written disaster plan completed.

Findings: During the inspection, it was determined the program's written disaster plan provided to all child care staff and employees was missing the information in number(s) 7-16 needing the details below:



Procedures:

1. Weather emergencies and natural disasters which include severe thunderstorms, tornadoes, flash flooding, major snowfall, blizzards, ice storms or earthquakes;
2. Emergency outdoor and indoor lockdown or evacuation due to threats of violence which includes active shooter, bioterrorism or terrorism;
3. Emergency or disaster evacuations due to hazardous materials and spills, gas leaks or bomb threats;
4. Outbreaks, epidemics or other infectious disease emergencies;
5. Loss of power, water, or heat;
6. Other threatening situations that may pose a health or safety hazard to the children in the program.

Details:

7. Shelter in place or evacuation, how the program will care for and account for the children until they can be reunited with the parent;
8. Assisting infants and children with special needs and/or health conditions;
9. Emergency contact information for parents and the program;
10. Procedures for notifying and communicating with parents regarding the location of the children if evacuated;
11. Procedures for communicating with parents during loss of communications, no phone or internet service available;
12. The location of supplies and procedures for gathering necessary supplies for staff and children if required to shelter in place;
13. What to do if a disaster occurs during the transport of children or when on a field trip or routine trip;
14. Training of staff or reassignment of staff duties as appropriate;
15. Updating the plan on a yearly basis;
16. Contact with local emergency management officials.

Add the missing information to the disaster plan. Submit the program's corrective action plan, which includes the missing information, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/24/2017

Domain: 10 Written Policies & Procedures

Rule: 5101:2-12-07 Written Program Policies and Procedures

Code: The program's policies and procedures are required to include all topics outlined in rule.



Findings: During the inspection, it was determined the program's written policies and procedures provided to the parents/guardians and employees was missing item number(s) 6 and 10 under general information and 12,15,17,22,27,28 under center policies and procedures below:

General Information

1. Program name, address, email address and telephone number;
2. Description of the program's program philosophy;
3. Days and hours of operation, scheduled closings and basic daily schedule;
4. Staff/child ratios and group size;
5. Meals and snacks provided;
6. Outdoor play, including limitations placed on outdoor play due to weather or safety issues. Considerations may include but are not limited to temperature, humidity, wind chill, ozone levels, pollen count, lightning, rain or ice;
7. Opportunities for parent involvement in program activities;
8. Opportunities for parents to meet with teachers regarding their child;
9. Payment schedule, overtime charges and registration fees as applicable;
10. Location of onsite space for mothers to breastfeed and/or pump breast milk.

Program Policies and Procedures

11. Enrollment including required enrollment information;
12. Enrollment of children without immunizations;
13. Attendance including procedures for arrival and departure, the program's absent day policy, releasing child to persons other than the parent, releasing a child according to a custody agreement and follow up when a child scheduled to arrive from another program or activity does not arrive;
14. Supervision and child guidance;
15. Parent provided food and program-wide dietary policy, if applicable. If all of the food is parent provided, the policy shall also include if the program supplements food when the parent does not provide sufficient food for the day;
16. Management of illness including isolation precautions, symptoms for discharge and return and notification of parent of ill child;
17. Summary of procedures taken in the event of an emergency, serious illness or injury;
18. Administration of medication including food supplements, modified diets and whether school age children are permitted to carry their own medication and ointments;
19. Transportation for trips and emergencies;



- 20. Water activities/swimming;
- 21. Infant care, if applicable, including frequency of diaper checks;
- 22. Napping and Resting;
- 23. Evening and overnight care, if applicable;
- 24. Policy on operation and/or closing due to weather, school delays or closings and any other factors;
- 25. Policy on when the program will require disenrollment of a child;
- 26. Procedure for parents or employees to follow when needing assistance in resolving problems related to the child care program;
- 27. Policy on whether or not the program will provide child care services to children whose parents refuse to grant consent for transportation to the source of emergency treatment;
- 28. Policy on whether the program conducts formal assessments on enrolled children and if the program reports child level data to ODJFS pursuant to 5101:2-17-02 of the Administrative Code;
- 29. Information on the Early and Periodic Screening, Diagnosis and Treatment program under the Medicaid program carried out under Title XIX of Social Security Act (42 U.S.C. 1396 et seq.);
- 30. Information on the developmental screening services available under section 619 and part C of the Individuals with Disabilities Education Act (20 U.S.C. 1419, 1431 et seq.).

Revise the program's written policies and procedures to include the missing information. Submit the program's corrective action plan, which includes the revised written policies and procedures, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/24/2017

Rules in Compliance/Not Verified

Rule: 5101:2-12-22 Meal and Snack Requirements Documenting Statement: Meals served at the program included foods from the four food groups in sufficient amounts.	<i>Compliant</i>
Rule: 5101:2-12-18 Ratio	<i>Compliant</i>
Rule: 5101:2-12-07 Administrator Responsibilities/Requirements	<i>Compliant</i>
Rule: 5101:2-12-16 Incident/Injury Reporting Documenting Statement: The requirements for completing JFS 01299 "Incident/Injury Report For Child Care" reports were discussed during the inspection.	<i>Compliant</i>
Rule: 5101:2-12-13 Handwashing Requirements	<i>Compliant</i>



Rule: 5101:2-12-04 Fire Approval Documenting Statement: Please Note: An annual fire inspection approval must be secured for the program. Secure a new approval by 4-6-18.	<i>Compliant</i>
Rule: 5101:2-12-22 Meals and Snacks	<i>Compliant</i>
Rule: 5101:2-12-16 Management of Communicable Disease	<i>Compliant</i>
Rule: 5101:2-12-13 Smoke Free Environment	<i>Compliant</i>
Rule: 5101:2-12-07 Administrator Qualifications	<i>Compliant</i>
Rule: 5101:2-12-10 Health Training Requirements	<i>Compliant</i>
Rule: 5101:2-12-25 Medication Administration and Food Supplements Documenting Statement: There were no children on medication at the time of the inspection; however, the method of storage and practices for the administration were reviewed.	<i>Compliant</i>
Rule: 5101:2-12-08 Child Care Staff Member Educational Requirements	<i>Compliant</i>
Rule: 5101:2-12-16 Medical, Dental, and General Emergency Plan	<i>Compliant</i>
Rule: 5101:2-12-08 Medical Statement	<i>Compliant</i>
Rule: 5101:2-12-03 Inspection Requirements	<i>Compliant</i>
Rule: 5101:2-12-04 Food License	<i>Compliant</i>
Rule: 5101:2-12-13 Sanitary Equipment and Environment	<i>Compliant</i>
Rule: 5101:2-12-19 Child Guidance	<i>Compliant</i>
Rule: 5101:2-12-22 Fluid Milk Requirements	<i>Compliant</i>



Rule: 5101:2-12-16 First Aid/Standard Precautions	<i>Compliant</i>
Rule: 5101-2-12-09 Statement of Nonconviction and Criminal Records Check	<i>Compliant</i>
Rule: 5101:2-12-11 Outdoor Play Fall Zones	<i>Compliant</i>
Rule: 5101:2-12-18 License Capacity	<i>Compliant</i>
Rule: 5101:2-12-22 Safe Food Handling/Storage	<i>Compliant</i>
Rule: 5101:2-12-21 Evening and Overnight Care Documenting Statement: During the inspection, rule requirements pertaining to evening and overnight care were discussed, but not observed. The discussion included the requirements for the program's security plan, the schedule of activities, the sleeping arrangements if applicable, and the other hygiene stipulations outlined in the rule.	<i>Not Verified</i>
Rule: 5101:2-12-11 Indoor Space Requirements	<i>Compliant</i>
Rule: 5101:2-12-12 Safe Environment Documenting Statement: Children in care shall be protected from any items and conditions which threaten their health, safety, and well-being. During the inspection, it was determined that children were not protected from the following item(s) or condition(s) which may threaten their health, safety, or well-being as noted in the following number(s) 13 below: <ol style="list-style-type: none">1. Open pull cords that are not closed loop;2. Telephone cords;3. Electrical/extension cords attached to an object that would not likely result in a severe injury if pulled;4. Stacked chairs;5. Employee(s) purse(s);6. Diaper bags;7. Television not securely anchored;8. Small or lightweight pieces of shelving units are not securely anchored to the wall;9. Smoke detector needing batteries replaced;10. Staff member stepped over a barrier/gate while holding a child;11. Chipping or peeling paint;12. Emergency exits were blocked by the following classroom furniture: [];13. Other: The school age room had a broken shelf and another shelf that had peeling paint. Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.	<i>Compliant</i>
Rule: 5101:2-12-17 Materials and Equipment	<i>Compliant</i>



Rule: 5101:2-12-11 Outdoor Play Equipment	<i>Compliant</i>
Rule: 5101:2-12-17 Daily Outdoor Play	<i>Compliant</i>
Rule: 5101:2-12-04 Building Approval	<i>Compliant</i>
Rule: 5101:2-12-02 License Posted	<i>Compliant</i>
Rule: 5101:2-12-11 Outdoor Space Requirements	<i>Compliant</i>
Rule: 5101:2-12-19 Supervision	<i>Compliant</i>
Rule: 5101:2-12-02 Current Information	<i>Compliant</i>
Rule: 5101:2-12-23 Infant Bottle and Food Preparation	<i>Compliant</i>
Rule: 5101:2-12-20 Cots and Napping	<i>Compliant</i>
Rule: 5101:2-12-23 Infant Daily Care	<i>Compliant</i>
Rule: 5101:2-12-18 Group Size	<i>Compliant</i>
Rule: 5101:2-12-15 Child Medical and Enrollment Records	<i>Compliant</i>
Rule: 5101:2-12-18 Attendance Records	<i>Compliant</i>
Rule: 5101:2-12-23 Diapering and Toilet Training	<i>Compliant</i>
Rule: 5101:2-12-13 Toothbrushing Requirements Documenting Statement: Tooth brushing is practiced by the program and staff described the tooth brushing practice and it was determined to meet the requirements outlined in the rule.	<i>Compliant</i>



Rule: 5101:2-12-07 Administrator Responsibilities/Requirements B	<i>Compliant</i>
Rule: 5101:2-12-15 Medical/Physical Care Plans Documenting Statement: At the time of the inspection, there were no children currently enrolled who had health conditions.	<i>Compliant</i>
Rule: 5101:2-12-11 Separation of Children Under 2 1/2 Years	<i>Compliant</i>

Supplemental Information

Building Approval

Building Department: City of Cincinnati	Use Group/Building Code: E with I-2	Maximum Occupancy Limit:
Structure/Name Description: Day Care	Approval Date: 03/01/2011	Maximum Occupancy Under 2 ½:

Fire Approval

Approval Type: Annual	Inspection Date: 04/02/2017
--------------------------	--------------------------------

Food Service

License/Exemption: Level III	Health Department: City of Cincinnati
---------------------------------	--

Indoor Space Log

Room/Space	Area	Children Allowed
Infant	288	8
Toddler	240	6
PS/SA	315	9
Total	843	23

Indoor Space Log for Groups with Children under 2 ½

No Room Space Log for Groups with Children under 2 ½ was observed during this Inspection

Room/Space	Area	Children Allowed
Total	0	0

Outdoor Space Log



Room/Space	Area	Children Allowed
Fenced Area	928	15
Total	928	15

Ratios (Number of Staff to Children)

Group	Age Group/Range	Ratio	Comment
infants	0 to < 12 months	1 to 3	
toddlers	18 months to < 30 months	1 to 3	
preschool	3 years to < 4 years	1 to 1	

License Capacity and Enrollment

Age Group	License Capacity	Enrollment		
	Totals	Full Time	Part Time	Total
Infant (Birth to < 18 months)		3	0	3
Young Toddler (18 months to < 30 months)		4	0	4
Total Under 2 ½	14	7	0	7
Older Toddlers (30 months to < 3 years)		2	0	2
Preschool (3 years to Kindergarten)		3	0	3
School Age (Kindergarten to 15 years)		7	0	7
Total	23	12	0	19

Technical Assistance