

**Ohio Department of Job & Family Services**

Bureau of Child Care & Development  
 6680 Poe Avenue, Suite 350  
 Vandalia, Ohio 45414  
 kim.suermann@jfs.ohio.gov  
 (937) 264-5892 FAX,  
 (937) 264-5889



**Department of  
 Job and Family Services**

**COMPLIANCE INSPECTION**

Name BETHEL HEAD START		License Number 206088
Address 101 FOSSYL DRIVE BETHEL, OH 45106		County CLERMONT Phone Number (513) 734-2271
Inspection Date - Time 10/20/2016 - 11:45 AM to 02:00 PM	Inspection Date - Time (Day 2) N/A	Inspection Date - Time (Day 3) N/A
Inspection Type Standard	Inspection Scope Full	Inspection Notice Unannounced
Administrator's/Designee's signature indicates acknowledgement of the report only, not necessarily agreement with the findings.		
 _____ KIM SUERMANN Date		 _____ Laura Iori 10/20/16 Date

All licensed child care providers are required to post, at a minimum, all substantiated complaint investigation allegation findings, as well as all regular inspection findings, in a conspicuous place at the center/type A home. 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 at <http://jfs.ohio.gov/CDC/childcare.stm> for a public records request.

Note: All Findings/Corrections printed in **RED** are considered serious risk violations. Documenting Statements, Supplemental Information and Rationales may be included in this report; this information is provided for technical assistance, and may not be associated with any Out of Compliance items. A serious risk noncompliance finding may impact a quality-rated program's SUTQ rating.

**License/Approvals**

- 5101:2-12-07: Inspection and Investigation Rights In Compliance
- 5101:2-12-09: Application Denial/License Revocation Compliance Not Verified
- 5104.02/5104.04: License/Report Posted In Compliance

License Location	Report Location
Parent Board	Parent Board

**Documenting Statements/Supplemental Information**

The license and all inspection reports were posted as required.

- 5101:2-12-03: License Capacity (E) In Compliance

Age Group	License Capacity	Current Enrollment		
	Totals	Full Time	Part Time	Totals
Infant		0	0	0
Younger Toddlers		0	0	0
Under 30 Months	0			0
Older Toddlers		0	0	0
Preschool		20	0	20
Schoolage		0	0	0
<b>Totals:</b>	24	20	0	20
<b>Staff Needed:</b>	2			

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**License/Approvals**

**Documenting Statements/Supplemental Information**

The center was operating within their license capacity limits. The center operates 9-2 Monday-Friday during the school year.

**5101:2-12-10: Building Approval (E)**

In Compliance

<b>Building Department</b>
Clermont County

Structure Name	Use Group	Approval Date	Occupancy Limit
Child Focus Bethel HS- Classroom 5	E	06/27/2007	25

**5101:2-12-11: Fire Department Approval (E)**

In Compliance

<b>Approval Type</b>	<b>Approval Date</b>
Annual Inspection	04/12/2016

**5101:2-12-12: Food Service Licensure/Food Catered**

In Compliance

<b>License/Exemption</b>	<b>Health Department</b>
Class 3	Clermont County

**Documenting Statements/Supplemental Information**

The food service license was observed posted. Following is the audit number and date: KDUN A82NM5, expires 3/1/17. The elementary school's cafeteria provides two snacks and a lunch each day.

**Space/Program**

**5101:2-12-13: Indoor Floor Space**

In Compliance

Room	Area
Classroom 5	875. Sq. Ft.
<b>Total Area:</b>	875 Sq. Ft.
<b>Total Children: 25</b>	
<i>(The number of children permitted is based on the total square footage.)</i>	

**5101:2-12-13: Separation of Infants and Toddlers Under 2 1/2 Yrs**

N/A

**5101:2-12-14: Onsite Outdoor Play Space (\*)**

In Compliance

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**Space/Program**

Play Space	Area	Children Allowed
Fenced playground	2000. Sq. Ft.	33

**Documenting Statements/Supplemental Information**

The center only plays only designated, approved playground equipment and the blacktop area.

The quarterly playground inspection(s) was completed and documented, as required. The most recent inspection report form was dated 8/23/16.

**5101:2-12-14: Outdoor Play Equipment**

In Compliance

**Documenting Statements/Supplemental Information**

The outdoor play space and equipment were not viewed during this inspection due to rain; however, the requirements were discussed.

**5101:2-12-14: Outdoor Play Fall Surface**

In Compliance

**Documenting Statements/Supplemental Information**

The protective material used under outdoor equipment was mulch.

**5101:2-12-14: Parks/Indoor Play Space**

N/A

**5101:2-12-15.3: Smoke Free Environment**

In Compliance

**5101:2-12-17: Swimming and Water Safety (\*)**

N/A

**5101:2-12-18: Transportation Procedural Requirements (\*)**

In Compliance

**Documenting Statements/Supplemental Information**

The form(s) used by the center for field trips was verified to meet the requirements of the rule. The center participates in 2 field trips a year.

Parents provide the transportation to and from the center.

**5101:2-12-18.2: Transportation/Driver Requirements (\*)**

In Compliance

**Documenting Statements/Supplemental Information**

The employee(s) used to transport children completed the transportation safety training and had documentation of the training on file.

**5101:2-12-18.1: Transportation/Vehicle Requirements (\*)**

In Compliance

**Documenting Statements/Supplemental Information**

The vehicle(s) used by the center to transport children is inspected and licensed by the Ohio State Highway Patrol and is exempt from the annual safety check requirement of this rule.

All vehicles used for transportation are from the main Child Focus office.

**5101:2-12-23: Evening and Overnight Care (Between 7:00 PM - 6:00 AM)**

N/A

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**Classroom**

**5101:2-12-15: Safe Indoor Equipment/Environment (\*)** In Compliance

**Documenting Statements/Supplemental Information**

All area rugs had nonskid backing.  
Cleaning supplies were viewed stored out of the reach of children.

**5101:2-12-15: Sanitary Indoor Equipment/Environment** In Compliance

**Documenting Statements/Supplemental Information**

During the inspection, the equipment was observed clean and in good repair.

**5101:2-12-15.4: Toothbrushing** In Compliance

**Rationales**

Good oral hygiene is important and centers play a key role in promoting regular toothbrushing with young children. It is critical that both the toothbrushing routine and the storage of toothbrushing supplies be maintained in a sanitary manner to prevent any contamination.

Toothbrushing supplies were observed however toothbrushing was completed prior to the beginning of this inspection.

**5101:2-12-16: Programming Environment** In Compliance

**Documenting Statements/Supplemental Information**

Daily schedules were observed posted.  
The following activities were observed: group time, discovery areas.

**5101:2-12-16: Equipment/Materials** In Compliance

**Documenting Statements/Supplemental Information**

Sufficient equipment was observed in all categories.

**5101:2-12-19: Cots** N/A

**5101:2-12-20: Staff/Child Ratios (E)** In Compliance

Ratios	Age Group	Observation	Notes
3 : 18	3 Years < 4 Years	1st	Preschool

**Documenting Statements/Supplemental Information**

Staff/child ratios observed during the inspection were in compliance.  
Staff/child ratios observed during the inspection surpassed those required by the rule.

**5101:2-12-20: Group Size (\*)** In Compliance

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Classroom

Documenting Statements/Supplemental Information

The center maintained smaller group sizes than required by the rule.

5101:2-12-20: Supervision (E) In Compliance

Documenting Statements/Supplemental Information

Child-care staff members were observed properly supervising the children and were able to intervene as needed.

5101:2-12-21: Care/Nurturing of Children (\*) In Compliance

5101:2-12-22: Child Guidance/Management (\*) In Compliance

5101:2-12-34: Medical/Dental/General Emergency Plan (\*) In Compliance

Documenting Statements/Supplemental Information

On the day of this inspection, the complete prescribed medical, dental, and general emergency plan(s) was posted in the center as required.

Posted documentation for completed fire and weather emergency drills was verified during this inspection.

Staffing/Attendance

5101:2-12-20: Children Combined When No More Than 12 on Premises N/A

5101:2-12-20: Second Adult N/A

5101:2-12-20: Attendance In Compliance

Documenting Statements/Supplemental Information

The Required Staff/Child Ratios form was posted at the center, in conspicuous area(s) at the entrance to each classroom, as required.

Child-care staff members were observed recording the attendance for each child upon arrival and documenting each child's departure.

5101:2-12-20: Substitutes In Compliance

Documenting Statements/Supplemental Information

The center had an available substitute listed on the Employee Record Chart.

Staff Requirements

5101:2-12-24: Administrator Responsibilities/Time On-Site (E) In Compliance

Posted Location	Designee
Parent Board	yes

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Staff Requirements

Documenting Statements/Supplemental Information

The administrator's hours of availability were 8-3:30 and were posted on the parent bulletin board.

5101:2-12-24: Administrator Qualifications (E)

In Compliance

Administrator(s)	Qualifications	Rules Course Completed
LAURA IORI	Masters	Yes

5101:2-12-25: Child-Care Staff Educational Requirements (E)

In Compliance

Documenting Statements/Supplemental Information

All child-care staff members had verification of educational requirements on file at the center.

5101:2-12-25: Employee Records (\*)

In Compliance

Documenting Statements/Supplemental Information

On the day of this inspection, all employee files were complete and up to date.

5101:2-12-26: Statement of Nonconviction and Criminal Records Checks (E)

In Compliance

Documenting Statements/Supplemental Information

At the time of this inspection, the required FBI and BCI&I criminal records check results were on file for those employees listed on the Employee Record Chart.

5101:2-12-27: FA/Disease Management/CPR/Child Abuse Prevention (\*)

In Compliance

Documenting Statements/Supplemental Information

The center had at least one child-care staff member with currently valid training in both First Aid and the Management of Communicable Disease, CPR, and Child Abuse Prevention scheduled and readily accessible during all hours of operation.

5101:2-12-28: Inservice Training (\*)

In Compliance

Documenting Statements/Supplemental Information

At the time of the inspection, all staff were current with inservice training.

Center Policies

5101:2-12-29: Nondiscriminatory Practices

In Compliance

5101:2-12-30: Center Information/Policies/Procedures

In Compliance

Documenting Statements/Supplemental Information

No changes have been made to the parent handbook since it was last approved by this department.

5101:2-12-31: Administration of Medication

In Compliance

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**Center Policies**

**Documenting Statements/Supplemental Information**

The center had complete written documentation for administering medication.  
Medication was stored: in the black backpack hanging on the hook.

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**5101:2-12-33: Management of Illness** In Compliance

**Documenting Statements/Supplemental Information**

The Communicable Disease Chart was posted and was readily available to staff and parents in the classroom.

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**5104.011: Unlimited Access** In Compliance

**Emergency Planning**

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**5101:2-12-35: Incident/Injury Reporting** In Compliance

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**5101:2-12-36: First Aid Supplies/Procedures (\*)** In Compliance

**Documenting Statements/Supplemental Information**

The center had a complete first aid kit readily available at the center.

**Children's Records**

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**5101:2-12-37: Medical/Enrollment Records** In Compliance

**Documenting Statements/Supplemental Information**

At this inspection, 25% of the children's records were reviewed, and the records were complete, as required by the rule.

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**5101:2-12-38: Care Plan for Children with Health Conditions** In Compliance

**Documenting Statements/Supplemental Information**

The center had current information on the medical status and the required treatment plan for the children with health conditions.

**Handwashing and Infant/Toddler Care**

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**5101:2-12-15.1: Handwashing and Standard Precautions (\*)** In Compliance

**Documenting Statements/Supplemental Information**

Staff and children were observed washing hands as required by the rule.

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**5101:2-12-15.2: Diapering and Toilet Training (\*)** N/A

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**5101:2-12-40: Infant Daily Program (\*)** N/A

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**5101:2-12-40: Infant Care Giver** N/A

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**Handwashing and Infant/Toddler Care**

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5101:2-12-41: Infant Food/Formula N/A

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5101:2-12-42: Cribs (\*) N/A

**Food/Nutrition**

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5101:2-12-39: Intervals of Meals/Snacks In Compliance

**Documenting Statements/Supplemental Information**

The center provides 2 snacks and a meal at intervals required by this rule.

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5101:2-12-39: Requirements for Meals/Snacks In Compliance

**Documenting Statements/Supplemental Information**

Meals served at the center included foods from the four food groups in sufficient amounts. Lunch was observed as a sloppy joe sandwich, salad, pears and milk.

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5101:2-12-39: Menus In Compliance

**Documenting Statements/Supplemental Information**

The menu posted reflected the meal served.

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5101:2-12-39: Requirements for Food Provided by Parents N/A

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5101:2-12-39: Food Safety and Sanitation In Compliance

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5101:2-12-39: Infant Formula and Toddler Milk N/A