



## Center Licensing Inspection Full Report

All licensed child care programs are inspected at least once each year. Non-compliances are documented and grouped as Serious, Moderate or Low risk violations. Documenting statements and supplemental information may be included in this report. Licensing inspection reports from the previous three years can be viewed on the child care website at <http://jfs.ohio.gov/CDC/childcare.stm>. This includes complaint investigation reports with substantiated allegations. For any other child care records, please contact the Child Care Help Desk at 1-877-302-2347, option 4.

| Program Details                                 |                                      |                                   |                   |
|---|--------------------------------------|-----------------------------------|-------------------|
| Program Name<br>CHILDTIME LEARNING CENTER       | Program Number<br>000000207218       | Program Type<br>Child Care Center |                   |
| Address<br>6375 CLYO RD CENTERVILLE<br>OH 45459 |                                      | County<br>MONTGOMERY              |                   |
| Building Approval Date<br>07/28/2003            | Use Group/Code<br>E                  | Occupancy Limit                   | Maximum Under 2 ½ |
| Fire Inspection Approval Date<br>07/26/2019     | Food Service Risk Level<br>Level III |                                   |                   |

| Inspection Information        |                          |                                  |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type<br>Annual     | Inspection Scope<br>Full | Inspection Notice<br>Unannounced |
| Inspection Date<br>09/13/2021 | Begin Time 8:50 AM       | End Time 11:59 PM                |
| Reviewer:<br>Kathryn Koester  |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                   |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>57 | No. Rules with Non-compliances<br>6 | No. Serious Risk<br>0 | No. Moderate Risk<br>1 | No. Low Risk<br>5 |

| License Capacity and Enrollment at the Time of Inspection |                  |            |           |       |
|---|------------------|------------|-----------|-------|
| Age Group   | License Capacity | Enrollment |           |       |
|   | Totals           | Full Time  | Part Time | Total |
| Infant ( Birth to < 18 m)                                 |                  | 12         | 0         | 12    |
| Young Toddler   |                  | 23         | 0         | 23    |
| <b>Total Under 2 ½ Years</b>                              | 46               | 35         | 0         | 35    |
| Older Toddler   |                  | 10         | 0         | 10    |
| Preschool   |                  | 31         | 0         | 31    |
| School Age  |                  | 29         | 0         | 29    |
| <b>Total Capacity/Enrollment</b>                          | 134              | 70         | 0         | 105   |

| Staff-Child Ratios at the Time of Inspection |                      |                |         |
|--|----------------------|----------------|---------|
| Group  | Age Group/Range      | Ratio Observed | Comment |
| Pre-Kindergarten                             | 3 years to < 4 years | 1 to 11        |         |



|                  |                          |         |            |
|------------------|--------------------------|---------|------------|
| Pre-Kindergarten | 3 years to < 4 years     | 1 to 12 | During nap |
| Pre-School       | 3 years to < 4 years     | 2 to 9  |            |
| Pre-School       | 3 years to < 4 years     | 1 to 9  |            |
| School Age       | School-Age to < 11 years | 1 to 4  |            |
| Twos 2           | 18 months to < 30 months | 2 to 7  |            |
| Twos 2           | 18 months to < 30 months | 1 to 8  | During nap |
| Twos 1           | 18 months to < 30 months | 1 to 7  |            |
| Twos 1           | 18 months to < 30 months | 1 to 7  |            |
| Toddler          | 12 months to < 18 months | 2 to 10 |            |
| Toddler          | 12 months to < 18 months | 2 to 10 |            |
| Infants          | 0 to < 12 months         | 2 to 5  |            |
| Infants          | 0 to < 12 months         | 2 to 5  |            |

**Summary of Non-Compliances**

*If the program is star rated, the rating may be impacted if a serious or moderate risk non-compliance is cited. Ohio Administrative Code 5101: 2-12-03 details the process for submitting a request for a review if a program disagrees with a licensing finding. The request for review must be submitted within seven days from the receipt of the licensing report.*

**Serious Risk Non-Compliances**

**No Serious Risk Non-Compliances were observed during this inspection**

**Moderate Risk Non-Compliances**

**Domain: 09 Children's Files**

Rule: 5101:2-12-15 Medical/Physical Care Plans  
Code: The program is required to have a completed JFS 01236 "Child Medical/Physical Care Plan" on file at the program for any child having a health condition. The program is required to implement and/or follow instructions on the JFS 01236 "Child Medical/Physical Care Plan" for a child with a health condition.

Finding: A written, signed and dated JFS 01236 "Child Medical/Physical Care Plan" must be on file for any child having health conditions which require monitoring for symptoms or a medical procedure be performed at the program. In review of the children's records, it was determined that the required written information was either not on file, implemented or followed, for at least one child indicated on the Children Records Review, as noted in number(s) 6, 9, 11, 13 below:



1. No plan was on file.
2. Child's name was missing.
3. Child's date of birth was missing.
4. Name of the condition was missing.
5. Symptoms to watch for were missing.
6. Action to be taken if symptoms to occur were missing.
7. Activities/foods/environmental conditions to avoid, if applicable, were missing.
8. Medical procedures to be followed were missing.
9. Expected benefit was missing.
10. Name of any applicable medication was missing.
11. Medication listed in the procedures to follow was not onsite available to administer as instructed and alternate instructions for this situation were not included on the plan.
12. Instructions regarding emergency evacuation, if applicable, were missing.
13. Training instructions were missing.
14. Dated signature of parent or certified professional who trained the program staff was missing.
15. Dated signature(s) of child care staff member(s) trained to perform the procedure were missing.
16. Directions regarding additional services, if applicable, were missing.
17. Dated signature of parent giving permission to perform the procedure was missing.
18. Dated signature of program administrator was missing.
19. The plan was not implemented.
20. The plan was not able to be implemented due to conflicting information.
21. The plan was not followed.

Submit the program's corrective action plan, which includes a copy of the completed JFS 01236 "Child Medical/Physical Care Plan", to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/14/2021

### Low Risk Non-Compliances

#### Domain: 02 Safe & Sanitary Environment

Rule: 5101:2-12-13 Sanitary Equipment and Environment

Code: The program is required to provide a clean restroom with the appropriate materials available.

Finding: During the inspection, it was determined that unsanitary conditions, as noted in number(s) 9 below, were in the pre-kindergarten/pre-school restroom:

1. There was no liquid soap.
2. There was no toilet paper.



3. There were no paper towels.
4. The toilet cleaning brush was accessible to the children.
5. The plunger was accessible to the children.
6. The toilet(s) were not flushed.
7. The trash was not emptied from the day before.
8. There was a strong urine odor.
9. Other: toilet was overflowing and out of order.

The restroom(s) must be kept sanitary at all times. 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: 04 Indoor/Outdoor Space**

Rule: 5101:2-12-11 Outdoor Play Fall Zones

Code: The program is required to provide adequate fall surface for the outdoor play space.

Finding: During the inspection, it was determined that while there was adequate fall surface material in the outdoor play space, proper distribution had not been maintained under and around equipment as required. Submit the program's corrective action plan, which includes a statement that fall surface material has been properly redistributed, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/14/2021

**Domain: 06 Program Information**

Rule: 5101:2-12-14 Transportation and Field Trip Procedures

Code: The program is required to have staff trained in CPR, First Aid, and Communicable Diseases on all trips.

Finding: During the inspection, it was determined that a person trained in cardiopulmonary resuscitation (CPR), first aid and management of communicable disease, had not been present for number(s) 1 below as required by the rule:

1. In the vehicle for routine trips;
2. In the vehicle for field trips;
3. At the destination on all field trips.



Secure current training for the area needed or restructure the staff who are currently trained on the vehicle during routine trips and field trips. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/14/2021

**Domain: 08 Staff Files**

Rule: 5101:2-12-10 Health Training Requirements

Code: The program is required to have staff complete the required one hour prescribed Child Abuse training.

Finding: In review of the staff records, it was determined that the requirement for the ODJFS one-hour prescribed Child Abuse Training was not met as noted in number(s) 2 below:

1. The training was not completed within sixty days of hire;
2. The training expired, as it is only valid for two years;
3. Not all administrators, Child Care Staff Members, and substitutes have completed the training.

Refer to the Employee Record Chart for the name(s) of the Child Care Staff Member(s) who must complete the ODJFS one-hour prescribed Child Abuse Training. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/14/2021

**Domain: 09 Children's Files**

Rule: 5101:2-12-25 Medication Administration and Food Supplements

Code: The program is required to remove all medication that is no longer administered or has expired.

Finding: During the inspection, it was determined that medication has expired and had not been removed from the program. 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.



**Rules In-Compliance/Not Verified**

| Rule  | Status    | Documenting Statement(s), If applicable  |
|---|-----------|--|
| Rule: 5101:2-12-22 Meal and Snack Requirements                | Compliant | Documenting Statement: The program served the following: Tortilla and hummus roll-ups, tomatoes, mangos, and milk.                               |
| Rule: 5101:2-12-13 Handwashing Requirements                   | Compliant | Documenting Statement: Children were viewed washing their hands, as required by the rule.  |
| Rule: 5101:2-12-04 Fire Approval                              | Compliant | Documenting Statement: Please Note: An annual fire inspection approval must be secured for the program. Secure a new approval by April 15, 2022. |
| 5101:2-12-16 Management of Communicable Disease               | Compliant |  |
| 5101:2-12-13 Smoke Free Environment                           | Compliant |  |
| 5101:2-12-07 Administrator Qualifications                     | Compliant |  |
| 5101:2-12-08 Child Care Staff Member Educational Requirements | Compliant |  |
| 5101:2-12-14 Transportation - Driver Requirements             | Compliant |  |
| 5101:2-12-16 Written Disaster Plan                            | Compliant |  |



| Rule   | Status    | Documenting Statement(s), If applicable   |
|--|-----------|---|
| Rule: 5101:2-12-04 Food License                            | Compliant | Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: Risk Level 3, Audit #9921262, Expires March 1, 2022. |
| Rule: 5101:2-12-19 Child Guidance                          | Compliant | Documenting Statement: Appropriate child guidance techniques and practices were observed being used during the inspection.  |
| Rule: 5101:2-12-22 Fluid Milk Requirements                 | Compliant |   |
| Rule: 5101:2-12-16 First Aid/Standard Precautions          | Compliant | Documenting Statement: During the inspection, 3 first aid kits were reviewed and available as required.   |
| Rule: 5101:2-12-18 License Capacity                        | Compliant |   |
| Rule: 5101:2-12-22 Safe Food Handling/Storage              | Compliant |   |
| Rule: 5101:2-12-07 Written Program Policies and Procedures | Compliant |   |
| Rule: 5101:2-12-11 Indoor Space Requirements               | Compliant |   |
| Rule: 5101:2-12-16 Emergency Drills                        | Compliant | Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified during this inspection.  |



| Rule  | Status    | Documenting Statement(s), If applicable   |
|---|-----------|---|
| 5101:2-12-17 Materials and Equipment                  | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-11 Outdoor Play Equipment             | Compliant | Documenting Statement: Outdoor equipment was viewed to be safe and free of rust, sharp points, and other hazards.   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-17 Daily Outdoor Play                 | Compliant | Documenting Statement: Outdoor play was observed for the Twos and Pre-Kindergarten groups.                          |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-04 Building Approval                        | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-02 License Posted                           | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-11 Outdoor Space Requirements               | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-19 Supervision                        | Compliant | Documenting Statement: Child Care Staff Members were supervising the children and were able to intervene as needed. |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-02 Current Information                      | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-23 Infant Bottle and Food Preparation | Compliant | Documenting Statement: All bottles were labeled as required.  |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-17 Daily Schedule                           | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
|   |           |   |





|   |           |  |
|---|-----------|--|
| Rule: 5101:2-12-20 Cots and Napping                     | Compliant | Documenting Statement: The [cots/cribs/mats] were disinfected daily or assigned individually assigned as required by rule.   |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-23 Infant Daily Care                          | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-15 Child Medical and Enrollment Records | Compliant | Documenting Statement: At the time of the inspection, 25% of the children's records were reviewed, and the records were complete, as required by the rule.   |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-12 Safe Equipment                       | Compliant | Documenting Statement: Equipment was observed to be in good condition.   |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-20 Cribs                                      | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-11 Separation of Children Under 2 1/2 Years   | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-08 Orientation and Staff Records              | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-10 Professional Development Requirements      | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-12 Safe Environment                     | Compliant | Documenting Statement: A safe environment was observed during the inspection. Children were protected from items and conditions which threaten their health, safety and well-being. Technical assistance was given to the program regarding moving or securing the radio in the pre-kindergarten room. |
| Rule  | Status    | Documenting Statement(s), If applicable  |



|  |               |   |
|--|---------------|---|
| Rule: 5101:2-12-14 Transportation - Vehicle Requirements       | Compliant     | Documenting Statement: An annual safety check of the vehicle(s), using the JFS 01230 "Vehicle Inspection Report For Child Care Centers" form, were verified and dated: vehicle IGBHG31C481140331 on 7/16/21 and vehicle 1GBHG31G88115268 on 7/16/21.  |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-16 Incident/Injury Reporting                   | Compliant     | Documenting Statement: The JFS 01299 "Incident/Injury Report For Child Care" forms reviewed during this inspection were complete as required.   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-16 Medical, Dental, and General Emergency Plan | Compliant     | Documenting Statement: On the day of the inspection, the complete prescribed JFS 01242 "Medical, Dental, and General Emergency Plan For Child Care" were posted in the program as required. Technical assistance was given to the program to update the JFS 01242 to reflect current information. |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-18 Attendance Records                                | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-18 Group Size  | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-18 Ratio                                       | Compliant     | Documenting Statement: Staff/child ratios observed during the inspection were in compliance.  |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-23 Diapering and Toilet Training               | Compliant     | Documenting Statement: Appropriate diaper changing procedures were observed during the inspection in the Toddler and Twos rooms.  |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |



|  |           |  |
|--|-----------|--|
| Rule: 5101:2-12-09 Background Check Requirements         | Compliant | Documenting Statement: During the inspection, the required documentation regarding background checks was on file for all employees listed. |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-03 Inspection Requirements                     | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-07 Administrator Responsibilities/Requirements | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-08 Medical Statement                     | Compliant | Documenting Statement: All employees had current medical statements on file.   |