

Ohio Department of Job & Family Services


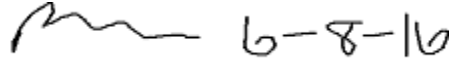
Bureau of Child Care & Development
 Center Monitoring and Technical Assistance
 615 W. Superior Ave.



Department of
Job and Family Services

Cleveland, OH 44113
 (216) 787-8665

COMPLIANCE INSPECTION

Name LUXOR LEARNING ACADEMY		License Number 300774
Address 619 NORTHFIELD RD. BEDFORD, OH 44146		County CUYAHOGA Phone Number (440) 945-6664
Inspection Date - Time 06/08/2016 - 08:15 AM to 02:30 PM	Inspection Date - Time (Day 2) N/A	Inspection Date - Time (Day 3) N/A
Inspection Type LPO Onsite	Inspection Scope Full	Inspection Notice Unannounced
Administrator's/Designee's signature indicates acknowledgement of the report only, not necessarily agreement with the findings.		
 _____ RENADA FITCH		 _____ Rickeya Gilliam
	Date	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
Front Entry	N/V

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	0
Younger Toddlers	6	4	0	4
Under 30 Months	6			4
Older Toddlers	7	3	0	3
Preschool	22	10	0	10
Schoolage	0	0	0	0
Totals:	35	17	0	17
Staff Needed:	4			

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License/Approvals

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

In Compliance

Building Department
Bedford

Structure Name	Use Group	Approval Date	Occupancy Limit
Luxor Learning Academy	E	05/29/2015	See Below

Documenting Statements/Supplemental Information

18mos-42 mos- 15
42 mos and up- 21
Employees-10

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

In Compliance

Approval Type	Approval Date
Initial Licensure	11/19/2015

Documenting Statements/Supplemental Information

PLEASE NOTE: An annual fire inspection approval must be secured for the center. Secure a new approval by 11-19-16. Please submit the written approval to this office as soon as it is received.

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

In Compliance

License/Exemption	Health Department
Class 3	Cuyahoga

Space/Program

5101:2-12-13: Indoor Floor Space

In Compliance

Room	Area
Toddlers	489.67 Sq. Ft.
Gross Motor	134.82 Sq. Ft.
Nap Room	105.56 Sq. Ft.
Computer Room	86.67 Sq. Ft.
Preschool 1	168.29 Sq. Ft.
Art Rm	76.64 Sq. Ft.
Preschool 2	169.20 Sq. Ft.
Total Area:	1231 Sq. Ft.

Total Children: 35

(The number of children permitted is based on the total square footage.)

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Space/Program

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

Room	Area	Children Allowed
Toddler	489.67 Sq. Ft.	13

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

Play Space	Area	Children Allowed
Playground	1014 Sq. Ft.	16

Documenting Statements/Supplemental Information

The outdoor play area is separated from traffic and other hazards by a fence.

5101:2-12-14: Outdoor Play Equipment In Compliance

5101:2-12-14: Outdoor Play Fall Surface N/A

5101:2-12-14: Parks/Indoor Play Space N/A

5101:2-12-15.3: Smoke Free Environment In Compliance

Documenting Statements/Supplemental Information

No smoking was allowed on the premises, and the notice stating that smoking is prohibited was observed posted in a conspicuous place.

5101:2-12-17: Swimming and Water Safety (*) N/A

5101:2-12-18: Transportation Procedural Requirements (*) N/A

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

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

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

Code

This rule requires centers meet additional stipulations when caring for children between the hours of 7:00 p.m. and 6:00 a.m. to ensure that the children are safe, the center is secure, provisions are made for programming and sleeping arrangements, and a sanitary environment is maintained.

Findings/Corrections

During the inspection, it was determined that the children were not provided with washcloths; towels; toothbrushes, 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 required at this time. Please submit written verification of compliance.

Compliance Response Due by: 07/08/2016

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Classroom

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

Out of Compliance

Code

This rule requires the center to provide a safe environment for the children, including safe furniture, materials, equipment and surroundings.

Findings/Corrections

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 the following hazardous conditions existed at the center: cots that were in an upright position accessible to children in the toddler classroom. 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 required at this time. Please submit written verification of compliance.

Compliance Response Due by: 07/08/2016

5101:2-12-15: Sanitary Indoor Equipment/Environment

In Compliance

5101:2-12-15.4: Toothbrushing

N/A

5101:2-12-16: Programming Environment

In Compliance

Rationales

In planning for the implementation of a well-balanced program, daily schedules shall be appropriately paced and curriculum activities well developed. The environment should be conducive to promoting and enhancing opportunities for both quiet and active play suitable to the developmental levels and abilities of each child in care. Employees of the center, parents, guardians, and visitors can be educated and made aware of daily program activities and opportunities for each age group through posted daily schedules. Opportunities for periods of child-initiated activities help to promote development of imagination, language skills and creativity.

5101:2-12-16: Equipment/Materials

In Compliance

Documenting Statements/Supplemental Information

Sufficient equipment was observed in all categories.

5101:2-12-19: Cots

In Compliance

Cots Needed	Cots Verified	Mats Verified for School Age
35	36	N/A

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

In Compliance

Ratios	Age Group	Observation	Notes
1 : 5	18 Months < 30 Months	1st	Center combined during arrival
2 : 8	18 Months < 30 Months	3rd	Toddlers during am
1 : 5	3 Years < 4 Years	3rd	Preschool during am
1 : 7	18 Months < 30 Months	2nd	mlxed group no Second Adult

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Classroom

Documenting Statements/Supplemental Information

Staff/child ratios observed during the inspection were in compliance.

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

Documenting Statements/Supplemental Information

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

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

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

Documenting Statements/Supplemental Information

During the inspection, child-care staff in the toddler; preschool classroom were observed meeting the basic needs of all children assigned to the group.

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

Rationales

Positive child guidance techniques such as redirection, setting limitations, and prescribing short periods of time out are useful methods of discouraging unacceptable behavior while reinforcing acceptable behavior in children. Children must understand the expectations of their behavior and why some behaviors are unacceptable. Positive methods of discipline create a constructive and supportive social environment and reduce the incidents of aggression.

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) were 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 In Compliance

Location
Toddlers

5101:2-12-20: Second Adult Out of Compliance

Code

This rule requires that when there are seven or more children in attendance, two responsible adults must be available within the building. One adult must be a child-care staff member. If this second adult is not a center employee, a signed second adult statement, on the prescribed form, must be on file and updated annually. The statement confirms the understanding that the individual will be called upon and must be able to respond in an emergency situation. The second adult must also sign a Nonconviction Statement as required by Rule 5101:2-12-26.

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Staffing/Attendance

Findings/Corrections - Serious Risk

During the inspection, it was observed that no second adult was available within the building as needed from 845 am to 9 am. When there is only one child-care staff member on the premises with seven or more children, a second adult must be available within the building at all times. A second adult must be scheduled and documentation must be secured and submitted, which includes a signed statement on the prescribed form and a completed Nonconviction Statement, to verify compliance.

Compliance Response Due by: 07/08/2016

5101:2-12-20: Attendance

Out of Compliance

Code

This rule states that a record of daily attendance for each group must be kept by the person responsible for that group. Attendance records shall remain with the group at all times throughout the day, including outdoor play, emergency evacuations, field trips, and when groups are combined. Specific information listed in the rule, such as the recording of each child's arrival and the documentation of each child's departure, must be contained in these records.

Findings/Corrections

During the inspection, it was observed that the attendance record had not remained with the group of preschool children at all times throughout the day. 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 required at this time. Please submit written verification of compliance.

Compliance Response Due by: 07/08/16

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
Administrator's Office	yes

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

In Compliance

Administrator(s)	Qualifications	Rules Course Completed
RICKEYA GILLIAM	College/CD Courses	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.

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Staff Requirements

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

Out of Compliance

Code

This rule requires that the center shall secure by the first day of employment and maintain on file for review, information for each employee which includes the following:

1. A current medical examination from a licensed physician, a physician's assistant, advanced practice nurse or a certified nurse practitioner dated within twelve months prior to the first day of employment.
2. A statement signed by the employee which verifies the administrator has reviewed the licensing rules, the center's parent/employee policies and procedures and the center's medical, dental and general emergency plan;
3. Employment records which document the days and hours worked, duties, and group assignments, if applicable, for current employees as well as those who have left the center's employment within the past three years.;
4. Within ninety days of employment, all child-care staff members need to have documentation of completed orientation training.

Findings/Corrections

In review of the employees' records the administrator had not conducted the required orientation training for 1 of the child-care staff as noted on the Employee Record Chart. 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 required at this time. Please submit a copy of the completed orientation checklist for verification of compliance.

Compliance Response Due by: 07/08/2016

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

Out of Compliance

Code

The rule requires that all employees, second adults and owners annually sign a nonconviction statement as a screening measure, which secures the employees' assurance that they have not been convicted of specific crimes that bar child-care employment or had a child removed from their care. The prescribed form lists the specific crimes on the reverse side so that staff can have full knowledge of the barred offenses prior to signing the form. The rule also requires that each employer submit requests for BCII and FBI criminal records checks to the Bureau of Criminal Identification and Investigation prior to hiring an individual. The BCII is then required every four years thereafter. Both the BCII and FBI criminal records checks are required every four years for administrators and individual owners.

Findings/Corrections

All individuals who are not employees of the center who provide services such as tutoring or special classes are required to provide evidence of a completed criminal records check. If the center hires these individuals as employees, the center is required to complete a criminal records check as the employer. During the inspection, it was determined that while the individual(s) noted on the Employee Record Chart does not work with the children the center had not requested a BCI&I; FBI criminal records check. 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 required at this time. Please submit copies of the BCI and FBI results for verification of compliance.

Compliance Response Due by: 07/08/16

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 present; scheduled and readily accessible during all hours of operation.

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

In Compliance

Center Policies

5101:2-12-29: Nondiscriminatory Practices

In Compliance

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Center Policies

5101:2-12-30: Center Information/Policies/Procedures**Out of Compliance****Code**

This rule requires the center to supply parents/guardians, at the time of enrollment, and all employees at the time of employment, with current and accurate written information concerning licensing, the program, policies and procedures of the center. A copy of this center information, which includes specific items required by the rule, shall be available at the facility for review. The center staff are required to follow these policies. Parents, guardians and employees are required to sign a statement, which is kept on file at the center, verifying the review and receipt of the written policies and procedures. The center administrator or designee is required to conduct a preadmission interview with each child and the parent/guardian.

Findings/Corrections

In review of the children's files, it was determined that the required signed statements were not on file for all parents/guardians of the children enrolled at the center, which verified the review and receipt of policies and procedures outlined in paragraph (A) of this rule. Please see the Children's Record Review Form for those families needing signed statements. 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 required at this time. Please submit copies of the signed statements for the child listed on the Child Record Review.

Compliance Response Due by: 07/08/2016

5101:2-12-31: Administration of Medication

In Compliance

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 on all floors.

5104.011: Unlimited Access

In Compliance

Emergency Planning

5101:2-12-35: Incident/Injury Reporting

In Compliance

Documenting Statements/Supplemental Information

The requirements for completing incident/injury reports and the requirements for forwarding reports to the licensing office were discussed during the inspection.

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

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

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Children's Records

Code

Each child attending the center, except those children who are attending a grade of kindergarten or above in an elementary school, shall have a medical statement on file within 30 days of the child's date of admission. The medical statement must have a date of examination within the 12 months preceding the child's date of enrollment and be updated every 13 months after the examination date. The form prescribed by the department, JFS 01234 "Child Enrollment and Health Information", shall be used to secure enrollment, health, and emergency transportation information for children. The completed forms for each child who attends must be maintained on file at the center and updated annually.

Findings/Corrections

In review of 25% of the children's records, it was determined that current medical statements were not on file, as required, for children listed on the Children's Records Review form. 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 required at this time. Please submit copies of the medical statements for the children indicated on the Child Record Review.

Compliance Response Due by: 07/08/2016

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

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

Out of Compliance

Code

This rule requires the center to provide liquid soap, a handwashing facility and individually assigned or disposable toweling, in all restrooms. Specific instances are listed in the rule where handwashing is required for all children and employees, such as upon arrival, after changing diapers or pull-ups, after toileting or assisting with toileting, returning inside from outside, before eating, serving or preparing food, before and after administering medication, first aid, or completing a medical procedure.

Findings/Corrections

During the inspection, it was observed that staff with the toddler group did not wash her hands with liquid soap and running water after changing diapers or pull-ups. 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 required at this time. Please submit written verification of compliance.

Compliance Response Due by: 07/08/2016

During the inspection, it was observed that children in the toddler group did not wash their hands with soap and running water before eating. 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 required at this time. Please submit written verification of compliance.

Compliance Response Due by: 07/08/2016

5101:2-12-15.2: Diapering and Toilet Training (*)

Out of Compliance

Code

This rule sets requirements for diapering and appropriate toilet training procedures. When infants and children under two and one half years of age are removed from the spaces where they receive care for diapering and toileting, the rule requires that these routines be practiced in a manner that is both safe and sanitary for the children.

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Handwashing and Infant/Toddler Care

Findings/Corrections

During this inspection, it was observed that the staff did not discard the separation materia, nor gloves between each diaper change, as required by this rule, at the toddler diaper changing station. 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 required at this time. Please submit written verification of compliance.

Compliance Response Due by: 07/08/2016

During this inspection, it was observed that staff were not sanitizing the diaper changing surface after each diaper change, 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 required at this time. Please submit written verification of compliance.

Compliance Response Due by: 07/08/2016

5101:2-12-40: Infant Daily Program (*)	N/A
5101:2-12-40: Infant Care Giver	N/A
5101:2-12-41: Infant Food/Formula	N/A
5101:2-12-42: Cribs (*)	N/A

Food/Nutrition

5101:2-12-39: Intervals of Meals/Snacks	In Compliance
5101:2-12-39: Requirements for Meals/Snacks	In Compliance
Documenting Statements/Supplemental Information am snack: cookies and milk lunch: fish sticks (with breading), mixed fruit, peas, french fries and milk	
5101:2-12-39: Menus	In Compliance
5101:2-12-39: Requirements for Food Provided by Parents	N/A
5101:2-12-39: Food Safety and Sanitation	In Compliance
5101:2-12-39: Infant Formula and Toddler Milk	In Compliance

Documenting Statements/Supplemental Information

During the inspection, all infants and toddlers between the ages of 12 and 24 months were served whole homogenized vitamin D fortified cows milk, as required.