



## 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>YMCA CENTRAL LEARNING AND ENRICHMENT CENTER | Program Number<br>00000304302     | Program Type<br>Child Care Center |                   |
| Address<br>799 WASHINGTON STEET BEDFORD OH 44146            |                                   | County<br>CUYAHOGA                |                   |
| Building Approval Date                                      | Use Group/Code<br>School Building | Occupancy Limit                   | Maximum Under 2 ½ |
| Fire Inspection Approval Date<br>12/05/2016                 | Food Service Risk Level<br>Exempt |                                   |                   |

| Inspection Information        |                          |                                  |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type<br>Annual     | Inspection Scope<br>Full | Inspection Notice<br>Unannounced |
| Inspection Date<br>09/15/2022 | Begin Time 3:20 PM       | End Time 4:55 PM                 |
| Reviewer:<br>Erica Adams      |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                    |
|--------------------------|-------------------------------------|-----------------------|------------------------|--------------------|
| No. Rules Verified<br>58 | No. Rules with Non-compliances<br>9 | No. Serious Risk<br>0 | No. Moderate Risk<br>0 | No. Low Risk<br>12 |

| 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)                                 |                  | 0          | 0         | 0     |
| Young Toddler   |                  | 0          | 0         | 0     |
| <b>Total Under 2 ½ Years</b>                              | 0                | 0          | 0         | 0     |
| Older Toddler   |                  | 0          | 0         | 0     |
| Preschool   |                  | 0          | 0         | 0     |
| School Age  |                  | 21         | 0         | 21    |
| <b>Total Capacity/Enrollment</b>                          | 36               | 21         | 0         | 21    |

| Staff-Child Ratios at the Time of Inspection |                 |                |         |
|--|-----------------|----------------|---------|
| Group  | Age Group/Range | Ratio Observed | Comment |



|                   |                          |         |             |
|-------------------|--------------------------|---------|-------------|
| Base - School Age | School-Age to < 11 years | 2 to 5  | Programming |
| Base - School Age | School-Age to < 11 years | 2 to 13 | Programming |

### 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

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

#### Low Risk Non-Compliances

**Domain: 00 License & Approvals**



**Rule:** 5101:2-12-02 License Posted

**Code:** The rule requires the license to be visible to parents at all times.

**Finding:** During the inspection, it was determined the program's license was not in a location visible to parents 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: 01 Ratio & Supervision**

**Rule:** 5101:2-12-18 Ratio

**Code:** The program is required to post the staff to child ratios, age grouping, and maximum group size appendix in a noticeable area in the program.

**Finding:** During the inspection it was determined that Appendix A of this rule, "Staff/Child Ratios, Age Grouping and Maximum Group Size", was not posted in a noticeable area in 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.

**Domain: 03 Postings & Equipment**

**Rule:** 5101:2-12-16 Medical, Dental, and General Emergency Plan

**Code:** The program is required to have the JFS 01201 "Dental First Aid" posted in a readily available area at the program.

**Finding:** During the inspection it was determined that the JFS 01201 "Dental First Aid" was not posted in a location readily available to center staff and parents 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: 03 Postings & Equipment**

Rule: 5101:2-12-16 Medical, Dental, and General Emergency Plan

Code: The program is required to post and implement the JFS 01242 "Medical, Dental, and General Emergency Plan" when necessary.

Finding: During the inspection, it was determined the requirements for the JFS 01242 "Medical, Dental, and General Emergency Plan for Child Care" were not followed as noted in number 1 below:

1. The plan was not posted in each classroom.
2. The plan was not posted in other spaces used by children.
3. The name, address and telephone number of the program were not complete.
4. The location of first aid kit, fire extinguishers and fire alarm system, fire alarm pull stations and electrical circuit box were not complete.
5. The telephone number for emergency squad, fire department, hospital, poison control program, public children services agency, local health department, local emergency management agency, and police department were not complete.
6. Location of children's records was not complete.
7. Emergency information including any medications or supplies needed in the event of an evacuation was not complete.
8. The current version of the prescribed form was not used.
9. The plan was not implemented when necessary in that [ ].

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

Corrective Action Plan Due: 10/15/2022

**Domain: 03 Postings & Equipment**

Rule: 5101:2-12-16 Medical, Dental, and General Emergency Plan

Code: The program is required to post the fire and weather plans.

Finding: During the inspection, it was determined that the following information was not posted for item number(s) 1 and 3 below:

1. Fire alert plan, including a diagram indicating evacuation routes.
2. Weather alert plan was missing details for [ ].
3. Weather alert plan was missing a diagram indicating evacuation routes.

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

Corrective Action Plan Due: 10/15/2022



**Domain: 05 Health & Safety**

Rule: 5101:2-12-16 Management of Communicable Disease

Code: The program is required to post the JFS 08087 "Ohio Communicable Disease Chart".

Finding: During the inspection, it was determined that the JFS 08087 "Ohio Communicable Disease Chart" was not posted as required, as indicated in number 1 below:

1. The chart was not posted.
2. In a location readily available to program staff and parents.
3. The posted chart was not the current version.
4. The posted chart was not displayed in the size available in the ODJFS forms central to be easily read.

Technical assistance was provided at the time of inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

**Domain: 08 Staff Files**

Rule: 5101:2-12-08 Child Care Staff Member Educational Requirements

Code: The program staff is required to have educational verification on file at the program or in the Ohio Professional Registry.

Finding: In review of the staff records, it was determined that verification of a high school education was not on file nor verified in the Ohio Professional Registry for Child Care Staff Member(s) listed on the Employee Record Chart, as required. Submit the program's corrective action plan, which includes a copy of the verification of a high school education, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/15/2022

**Domain: 08 Staff Files**

Rule: 5101:2-12-08 Medical Statement



**Code:** The program staff medicals are required to be completed and on file at the program.

**Finding:** In review of the staff records, it was determined a completed medical examination statement for the employee(s) listed on the Employee Record Chart was not on file, as required by this rule. Submit the program's corrective action plan, which includes a copy of the completed employee medical statement, to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/15/2022

**Domain: 08 Staff Files**

**Rule:** 5101:2-12-07 Administrator Responsibilities/Requirements

**Code:** The program administrator is required to have hours of availability to meet with parents and have the hours posted in a noticeable location.

**Finding:** During the inspection, it was determined that the administrator did not have scheduled hours of availability to meet with parents, or the hours of availability were not posted in a noticeable location. 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: 08 Staff Files**

**Rule:** 5101:2-12-07 Administrator Responsibilities/Requirements

**Code:** The program administrator is required to maintain current employee records in the Ohio Professional Registry.

**Finding:** During the inspection, it was determined employment records in the Ohio Professional Registry (OPR) were not created or maintained as noted in number(s) 2, 3, 5, and 7 below:

1. At least one administrator, employee or child care staff member (including substitutes) had not created a profile.
2. At least one administrator, employee or child care staff member had not created an employment record for the program on or before their first day of employment.
3. At least one administrator, employee or child care staff member had not updated changes to positions or roles within five calendar days of the change.
4. The administrator had not assigned at least one employee or child care staff member to the program's organization dashboard.



5. At least one individual's schedule was not current.
6. At least one individual's position or role did not include an applicable group assignment.
7. At least one individual's employment had not been end dated.
8. Other: [ ]

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

Corrective Action Plan Due: 10/15/2022

**Domain: 08 Staff Files**

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

**Code:** The program is required to maintain a staff schedule with coverage of the required health trainings.

**Finding:** In review of the staff records, it was determined the program did not have at least one child care staff member present/scheduled to be present during all hours of operation with currently valid documentation for the training(s) listed in number(s) 3, 6, and 11 below:

1. First Aid – child care staff members scheduled during the hours of [ ] and [ ] had expired training
2. First Aid – child care staff members scheduled during the hours of [ ] and [ ] did not have verification of completion of First Aid
3. First Aid – trained child care staff member was not present in each building used by the program.
4. CPR – child care staff members scheduled during the hours of [ ] and [ ] had expired training
5. CPR – child care staff scheduled during the hours of [ ] and [ ] had did not have verification of completion of CPR
6. CPR – trained child care staff member was not present in each building used by children
7. CPR – training taken by staff was not appropriate for all ages and developmental levels of the children in care
8. CPR - audiovisual or electronic media training taken by staff did not include an in-person component of the training
9. Communicable Disease – child care staff members scheduled during the hours of [ ] and [ ] had expired training
10. Communicable Disease – child care staff scheduled during the hours of [ ] and [ ] had not taken Communicable Disease training
11. Communicable Disease – trained child care staff member was not present in each building used by the program
12. Child Abuse – child care staff members scheduled during the hours of [ ] and [ ] had expired training
13. Child Abuse – child care staff scheduled during the hours of [ ] and [ ] had not taken Child Abuse training
14. Child Abuse – trained child care staff was not in each building used by the program

Refer to the Employee Record Chart for specific details. Submit the program's corrective action plan, which includes verification of complete coverage for any training listed, to the Department to verify compliance with the requirements of this rule.



Corrective Action Plan Due: 10/15/2022

**Domain: 09 Children's Files**

Rule: 5101:2-12-15 Child Medical and Enrollment Records

Code: The program is required to use the updated JFS 01234 "Child Enrollment and Health Information For Child Care" .

Finding: In review of 25% of the children's records, it was determined that information had not been secured from the parent/guardian on the JFS 01234 "Child Enrollment and Health Information For Child Care", as required, for the items in number 15 below.

1. No enrollment form was completed for at least one child
2. The current JFS 01234 was not completed for at least one child
3. Complete child information
4. Complete parent information
5. Complete emergency contact information
6. Complete physician information
7. Information regarding the parent list
8. Health information
9. Additional information for all boxes checked "yes"
10. Emergency transportation information
11. Parent/guardian's signature
12. Diapering Statement
13. Acknowledgement of Policies and Procedures
14. Enrollment form for at least one child was not updated by either the parent or the administrator
15. Enrollment form for at least one child was not signed by the administrator
16. Other [ ]

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  |
|---|-----------|--|
| 5101:2-12-02 Current Information                              | Compliant |  |
| 5101:2-12-03 Inspection Requirements                          | Compliant |  |
| 5101:2-12-04 Building Department Inspection                   | Compliant |  |
| Rule: 5101:2-12-04 Fire Inspection                            | Compliant | Documenting Statement: This program serves only school age children in a public or chartered non-public school building. |
| Rule: 5101:2-12-04 Food Service Requirements                  | Compliant | Documenting Statement: The program has obtained a food service exemption status from the local health department.        |
| 5101:2-12-05 Denial, Revocation and Suspension                | Compliant |  |
| 5101:2-12-07 Administrator Qualifications                     | Compliant |  |
| 5101:2-12-07 Written Program Policies and Procedures          | Compliant |  |
| 5101:2-12-08 Orientation Training & Whistle Blower Protection | Compliant |  |
| 5101:2-12-09 Background Check Requirements                    | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |



|   |           |   |
|---|-----------|---|
| 5101:2-12-10 Professional Development Requirements    | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable |
| 5101:2-12-11 Indoor Space Requirements                | 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 |
| 5101:2-12-11 Outdoor Space Requirements               | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable |
| 5101:2-12-11 Outdoor Play Equipment                   | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable |
| 5101:2-12-11 Outdoor Play Fall Zones                  | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable |
| 5101:2-12-12 Safe Equipment                           | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable |
| 5101:2-12-12 Safe Environment                         | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable |
| 5101:2-12-13 Sanitary Equipment and Environment       | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable |
| 5101:2-12-13 Handwashing Requirements                 | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable |
| 5101:2-12-13 Smoke Free Environment                   | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable |
| 5101:2-12-14 Transportation and Field Trip Procedures | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable |



|  |               |  |
|--|---------------|--|
| Rule: 5101:2-12-15 Medical/Physical Care Plans | Compliant     | Documenting Statement: At the time of the inspection, there were no children currently enrolled who had health conditions. |
| <b>Rule</b>                                    | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-16 Emergency Drills                  | Compliant     |  |
| <b>Rule</b>                                    | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-16 First Aid/Standard Precautions    | Compliant     |  |
| <b>Rule</b>                                    | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-16 Incident/Injury Reporting         | Compliant     |  |
| <b>Rule</b>                                    | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-16 Written Disaster Plan             | Compliant     |  |
| <b>Rule</b>                                    | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-17 Daily Schedule                    | Compliant     |  |
| <b>Rule</b>                                    | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-17 Materials and Equipment           | Compliant     |  |
| <b>Rule</b>                                    | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-17 Daily Outdoor Play                | Compliant     |  |
| <b>Rule</b>                                    | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-18 License Capacity                  | 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>   |
| 5101:2-12-18 Attendance Records                | Compliant     |  |
| <b>Rule</b>                                    | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-19 Supervision                       | Compliant     |  |



| Rule  | Status    | Documenting Statement(s), If applicable   |
|---|-----------|---|
| 5101:2-12-19 Child Guidance                         | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-20 Cots and Napping                       | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-22 Meal and Snack Requirements            | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-22 Fluid Milk Requirements                | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-22 Safe Food Handling/Storage             | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-24 Swimming and Water Safety Requirements | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-25 Medication Administration        | Compliant | 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. |