



## 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>Brightside Academy Ohio          | Program Number<br>000000307491       | Program Type<br>Child Care Center |                   |
| Address<br>3545 RIDGE ROAD CLEVELAND<br>OH 44102 |                                      | County<br>CUYAHOGA                |                   |
| Building Approval Date<br>06/15/2010             | Use Group/Code<br>I-4                | Occupancy Limit<br>196            | Maximum Under 2 ½ |
| Fire Inspection Approval Date<br>06/08/2018      | Food Service Risk Level<br>Level III |                                   |                   |

| Inspection Information        |                          |                                  |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type<br>Follow-up  | Inspection Scope<br>Full | Inspection Notice<br>Unannounced |
| Inspection Date<br>05/10/2021 | Begin Time 10:30 AM      | End Time 2:58 PM                 |
| Reviewer:<br>RENADA FITCH     |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                   |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>58 | No. Rules with Non-compliances<br>9 | No. Serious Risk<br>0 | No. Moderate Risk<br>1 | No. Low Risk<br>8 |

| 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   |                  | 10         | 0         | 10    |
| <b>Total Under 2 ½ Years</b>                              | 58               | 22         | 0         | 22    |
| Older Toddler   |                  | 8          | 0         | 8     |
| Preschool   |                  | 37         | 0         | 37    |
| School Age  |                  | 35         | 0         | 35    |
| <b>Total Capacity/Enrollment</b>                          | 184              | 80         | 0         | 102   |

| Staff-Child Ratios at the Time of Inspection |                  |                |             |
|--|------------------|----------------|-------------|
| Group  | Age Group/Range  | Ratio Observed | Comment     |
| Infant 1                                     | 0 to < 12 months | 1 to 5         | programming |



|             |                          |         |  |
|-------------|--------------------------|---------|--|
| Infant 2    | 12 months to < 18 months | 1 to 6  | programming  |
| Toddler 3   | 18 months to < 30 months | 2 to 14 | programming, combined with Toddler 1 and Toddler 2 |
| Preschool 2 | 3 years to < 4 years     | 1 to 11 | partial of PS1 included in the group/ programming  |
| Preschool 3 | 3 years to < 4 years     | 1 to 12 | portion of PS1 included/ programming               |
| Schoolage   | School-Age to < 11 years | 1 to 14 | 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**

**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) 1 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: 06/09/2021

### Low Risk Non-Compliances

#### Domain: 01 Ratio & Supervision

Rule: 5101:2-12-18 Attendance Records

Code: The program is required to have a method for tracking the children in each group. The tracking method must be updated throughout the day and kept with the group at all times.

Finding: During the inspection, it was determined that the method for tracking children in each group did not meet the requirements of the rule as noted in number(s) 5 below:



1. There was no method in place;
2. The method did not include each child's name;
3. The method did not include each child's date of birth;
4. The tracking method did not remain with the group at all times;
5. The tracking method was not updated throughout the day as children entered or left the group.

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

Corrective Action Plan Due: 06/09/2021

### **Domain: 02 Safe & Sanitary Environment**

Rule: 5101:2-12-12 Safe Environment

Code: The program is required to provide an environment that protects the children in care from any items and conditions that may threaten their health, safety, and well-being.

Finding: 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 at least one area of the program or at least one piece of equipment had chipping or peeling paint. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 06/09/2021

### **Domain: 03 Postings & Equipment**

Rule: 5101:2-12-17 Materials and Equipment

Code: The program is required to have enough equipment for all children in care.

Finding: During the inspection, it was determined that equipment and materials in the following categories 3,8 were not provided in sufficient quantities for children in the Infant 1 (blocks, transportation) Preschool 3(transportation) classroom, as required by the rule:

1. Art supplies (excludes infants);
2. Manipulative materials and equipment;
3. Blocks;
4. Science-nature equipment (excludes infants);
5. Language arts and auditory materials and equipment;
6. Pretend or dramatic play materials;



7. Music equipment;
8. Transportation materials and equipment;
9. Gross motor equipment;
10. Sensory motor equipment.

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 Space Requirements

Code: The program is required to have an outdoor play space free from debris.

Finding: During the inspection, it was determined that the outdoor area was littered with debris. 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 Separation of Children Under 2 1/2 Years

Code: The program is required to separate children younger and older than 2 1/2 years of age.

Finding: During the inspection, it was determined a group that included at least one child less than the age of two and one half years of age was not kept separate from groups of older children as noted in number(s) 1 below:

- 1) The toddler groups, which included children less than two and one half years of age, were cared for in a space where a group of older children were receiving care.
- 2) A barrier was not used to separate the space being used by the group of children less than two and one half years of age from space being used for groups of children two and one half years and older.
- 3) The barrier separating the groups was not at least 36 inches in height.
- 4) The barrier separating the groups was not continuous.

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

Corrective Action Plan Due: 06/09/2021



**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 were not entered or updated within five calendar days of the change in the Ohio Professional Registry (OPR) as noted in number(s) 2&3below:

1. At least one administrator, employee or child care staff member (including substitutes) had not created an employment record in the OPR for the program.
2. The administrator had not assigned at least one employee or child care staff member to the program's organization dashboard in the OPR.
3. At least one individual's schedule was not current.
4. At least one individual's position or role was not current.
5. At least one individual's employment had not been end dated.
6. Other: [ ]

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

Corrective Action Plan Due: 06/09/2021

**Domain: 08 Staff Files**

Rule: 5101:2-12-08 Medical Statement

Code: The program staff medicals are required to include all information.

Finding: In review of the staff records, it was determined that the medical statements for those employees listed on the Employee Record Chart did not include the required information listed below in number(s) 4.

1. Date of examination;
2. Signature, business address, and telephone number of the licensed physician, physician assistant, advanced practice nurse, certified midwife, or certified nurse practitioner who completed the examination;
3. A statement that verifies that the employee is:
  - a. Physically fit for employment in a program caring for children;
  - b. Immunized against Tetanus, Diphtheria, Pertussis (Tdap);
  - c. Immunized against Measles, Mumps, and Rubella (MMR);
4. Tuberculosis (TB) screening/test



- a. Documentation of the screening process to determine if the employee resided in a country identified by the World Health Organization as having a high burden of TB and arrived in the United States within the five years preceding the date of application for employment;
- b. Results of a TB test for employees meeting both criteria in 4a;
- c. Results of additional testing for employees with a positive TB test;
- d. Written statement, signed by a representative of the TB control unit, that the employee's TB is no longer infectious or the individual is receiving a TB treatment regimen for employees with a positive TB test.

Submit the program's corrective action plan, which includes a copy of the completed employee medical statement, or TB results/documentation, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 06/09/2021

#### **Domain: 10 Written Policies & Procedures**

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

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

**Finding:** During the inspection, it was determined the program's written disaster plan did not meet the requirement or was missing the information in number(s) 7&15 below:

Procedures:

1. The written disaster plan had not been completed
  2. The plan was not provided to all child care staff and employees
  3. The plan was not used to respond to an emergency or disaster situation
  4. Weather emergencies and natural disasters which include severe thunderstorms, tornadoes, flash flooding, major snowfall, blizzards, ice storms or earthquakes
  5. Emergency outdoor and indoor lockdown or evacuation due to threats of violence which includes active shooter, bioterrorism or terrorism
  6. Emergency or disaster evacuations due to hazardous materials and spills, gas leaks or bomb threats.
  7. Outbreaks, epidemics or other infectious disease emergencies
  8. Loss of power, water, or heat
  9. Other threatening situations that may pose a health or safety hazard to the children in the program
- Details:
10. Shelter in place or evacuation, how the program will care for and account for the children until they can be reunited with the parent
  11. Assisting infants and children with special needs and/or health conditions
  12. Emergency contact information for parents and the program
  13. Procedures for notifying and communicating with parents regarding the location of the children if evacuated
  14. Procedures for communicating with parents during loss of communications, no phone or internet service available
  15. The location of supplies and procedures for gathering necessary supplies for staff and children if required to shelter in place
  16. What to do if a disaster occurs during the transport of children or when on a field trip or routine trip



- 17. Training of staff or reassignment of staff duties as appropriate
- 18. Updating the plan on a yearly basis
- 19. Contact with local emergency management officials

Make the necessary revisions to the disaster plan. Submit the program's corrective action plan, which includes the revised information, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 06/09/2021

**Rules In-Compliance/Not Verified**

| Rule  | Status    | Documenting Statement(s), If applicable   |
|---|-----------|---|
| 5101:2-12-22 Meal and Snack Requirements        | Compliant |   |
| Rule: 5101:2-12-13 Handwashing Requirements     | Compliant | Documenting Statement: Staff and children were observed washing 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 6-23-21. |
| 5101:2-12-16 Management of Communicable Disease | Compliant |   |
| 5101:2-12-13 Smoke Free Environment             | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |





|   |               |   |
|---|---------------|---|
| 5101:2-12-07 Administrator Qualifications                     | Compliant     |   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-08 Child Care Staff Member Educational Requirements | Compliant     |   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-04 Food License                                     | Compliant     |   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-13 Sanitary Equipment and Environment               | Compliant     |   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-19 Child Guidance                                   | Compliant     |   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-22 Fluid Milk Requirements                          | Compliant     |   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-16 First Aid/Standard Precautions             | Compliant     | Documenting Statement: During the inspection, 2 first aid kits were reviewed and available as required. |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-11 Outdoor Play Fall Zones                          | 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>  |
| 5101:2-12-22 Safe Food Handling/Storage                       | Compliant     |   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-07 Written Program Policies and Procedures          | Compliant     |   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-11 Indoor Space Requirements                        | Compliant     |   |
| <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>                         |
| 5101:2-12-11 Outdoor Play 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>                         |
| 5101:2-12-04 Building Approval                    | Compliant     |  |
| <b>Rule</b>                                       | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>                         |
| 5101:2-12-02 License Posted                       | Compliant     |  |
| <b>Rule</b>                                       | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>                         |
| 5101:2-12-19 Supervision                          | Compliant     |  |
| <b>Rule</b>                                       | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>                         |
| 5101:2-12-02 Current Information                  | Compliant     |  |
| <b>Rule</b>                                       | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>                         |
| 5101:2-12-23 Infant Bottle and Food Preparation   | 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>                         |
| 5101:2-12-20 Cots and Napping                     | Compliant     |  |
| <b>Rule</b>                                       | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>                         |
| 5101:2-12-23 Infant Daily Care                    | Compliant     |  |
| <b>Rule</b>                                       | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>                         |
| 5101:2-12-15 Child Medical and Enrollment Records | Compliant     |  |
| <b>Rule</b>                                       | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>                         |
| 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    |  |
| 5101:2-12-08 Orientation and Staff Records                  | Compliant    |  |
| 5101:2-12-10 Health Training Requirements                   | Compliant    |  |
| 5101:2-12-10 Professional Development Requirements          | Not Verified |  |
| 5101:2-12-16 Incident/Injury Reporting                      | Compliant    |  |
| 5101:2-12-16 Medical, Dental, and General Emergency Plan    | Compliant    |  |
| 5101:2-12-18 Group Size                                     | Compliant    |  |
| Rule: 5101:2-12-18 Ratio                                    | Compliant    | Documenting Statement: Staff/child ratios observed during the inspection were in compliance. |
| 5101:2-12-23 Diapering and Toilet Training                  | Compliant    |  |
| 5101:2-12-25 Medication Administration and Food Supplements | Compliant    |  |
| 5101:2-12-09 Background Check Requirements                  | Compliant    |  |
| 5101:2-12-03 Inspection Requirements                        | Compliant    |  |



| Rule  | Status       | Documenting Statement(s), If applicable  |
|---|--------------|--|
| 5101:2-12-02.2 Transitional Pandemic Requirements | Compliant    |  |
| Rule  | Status       | Documenting Statement(s), If applicable  |
| Rule: CCCMTL No. 25                               | Not Verified | Documenting Statement: During the inspection, documents and/or professional development as outlined in Child Care Center Manual Transmittal Letter (CCCMTL) No. 25, "Reopening Child Care Operations Following the Response to the Coronavirus (COVID-19) Pandemic", were not assessed. Requirements will be assessed according to the schedule outlined in CCCMTL No. 25. Please ensure all requirements are met and maintained on file for review. |