



## Program Details

Program Type: Child Care Center	Program Name: LITTLE STEPS EARLY LEARNING CENTER	Program Number: 000000400153
Address: 3897 RIGHTEOUS RIDGE RD. WATERFORD OH 45786		County: WASHINGTON

## Inspection Information

Inspection Type: Compliance	Inspection Scope: Full	Inspection Notice: Unannounced
Reviewer: HEATHER WARES	Visit Date: 08/02/2016	Begin Time: 9:30 AM
		End Time: 1:10 PM

All licensed child care programs are inspected at least once each year. All documented non-compliances are grouped as Serious, Moderate and Low risk violations. Documenting statements and supplemental information may be included in this report. This information is provided for technical assistance, and may not be associated with any Out of Compliance items.

Licensing inspection reports from the previous two years can be found on the child care website at <http://jfs.ohio.gov/CDC/childcare.stm>. This includes complaint investigation reports with substantiated allegations. Complaint investigations that resulted in additional non-compliance findings are also available on the website, however allegations that were unable to be substantiated are not included. 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 for a public records request.

## Summary of Findings

Number of Rules Verified: 27	Number of Rules with Non-Compliances: 7	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 0	Low Risk Non-Compliances: 0

## Summary of Non-Compliances

Program Fully Compliant? Yes

### 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

No Low Risk Non-Compliances were observed during this inspection **Center Policies**

At the time of the inspection, over-the-counter medication was observed at the center which had not been labeled with the child's name. 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.

No Low Risk Non-Compliances were observed during this inspection **Center Policies**

As noted during the inspection, the following information was not completed correctly on the prescribed form for the administration of medications: the parent's instructions including the child's name, date of birth and weight, the item to be administered, the type of medication, exact dosage, times of dosages and time period and the parent's signature/date of signature (Box 1). 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.

No Low Risk Non-Compliances were observed during this inspection **Children's Records**

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 not required at this time.

No Low Risk Non-Compliances were observed during this inspection **Children's Records**

In review of 25% of the children's records, it was determined that the following required information on the prescribed form had not been secured from the parent/guardian as required: emergency transportation information; complete parent information. 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.

No Low Risk Non-Compliances were observed during this inspection **Children's Records**

The Medical/Physical Care Plan must be updated annually or more often if necessary. It was determined that the Medical/Physical Care Plan on file for the child, as noted on the Children's Records Review form, had not been updated annually, 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.

No Low Risk Non-Compliances were observed during this inspection **Classroom**

On the day of the inspection, it was observed that a copy of the daily program schedule was not posted conspicuously in the school child area 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.

No Low Risk Non-Compliances were observed during this inspection **Space/Program**



During the inspection, it was observed that the following hazardous conditions existed in the outdoor play area: ground liner was sticking up through the gravel and created a tripping hazard. 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.

No Low Risk Non-Compliances were observed during this inspection **Staffing Requirements**

In review of the employees' records, it was determined that the revised Statement of Nonconviction was not on file for 7 of 9 employees, as indicated on the Employee Record Chart. By the date of hire and annually thereafter, each employee, administrator, second adult and owner must sign the prescribed form which is to be kept on file at the center and available for review by the director's representative. 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.

No Low Risk Non-Compliances were observed during this inspection **Staffing Requirements**

During the inspection, it was observed that a complete employee statement which verified review of the licensing rules and the review and receipt of the center's policies and procedures and medical, dental, and a general emergency plan, was not on file for each employee as required. Refer to the Employee Record Chart for the names of any staff who did not have a statement on file. 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:	<i>Compliant</i>
Rule:	<i>Compliant</i>



Rule:	<i>Compliant</i>
Rule:	<i>Compliant</i>
Rule:	<i>Compliant</i>
Rule:	<i>Compliant</i>
Rule:	<i>Compliant</i>
Rule: 5101:2-12-21: Care/Nurturing of Children	<i>Compliant</i>
Rule:	<i>Compliant</i>
Rule:	<i>Compliant</i>
Rule:	<i>Compliant</i>
Rule:	<i>Compliant</i>
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Rule:	<i>Compliant</i>



Rule:	<i>Compliant</i>
Rule:	<i>Compliant</i>

**Supplemental Information**

**Building Approval**

Building Department: a0ot000000PgKH	Use Group/Building Code: E	Maximum Occupancy Limit:
Structure/Name Description:	Approval Date:	Maximum Occupancy Under 2 ½:

**Fire Approval**

Approval Type: Annual	Inspection Date: 12/08/2014
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**Food Service**

License/Exemption:	Health Department:
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**Indoor Space Log**

No Room Space Log was observed during this Inspection

Room/Space	Area	Children Allowed
<b>Total</b>	0	0

**Indoor Space Log for Groups with Children under 2 ½**

No Room Space Log for Groups with Children under 2 ½ was observed during this Inspection

Room/Space	Area	Children Allowed
<b>Total</b>	0	0

**Outdoor Space Log**

No Outdoor Space Log was observed during this Inspection

Room/Space	Area	Children Allowed
<b>Total</b>	0	0



### Ratios (Number of Staff to Children)

No Ratios were observed during this Inspection

Group	Age Group/Range	Ratio	Comment

### License Capacity and Enrollment

No License Capacity and Enrollment was observed during this Inspection

Age Group	License Capacity	Enrollment		
	Totals	Full Time	Part Time	Total
Infant (Birth to < 18 months)		0	0	0
Young Toddler (18 months to < 30 months)		0	0	0
<b>Total Under 2 ½</b>	<b>0</b>			
Older Toddlers (30 months to < 3 years)		0	0	0
Preschool (3 years to Kindergarten)		0	0	0
School Age (Kindergarten to 15 years)		0	0	0
<b>Total Enrollment</b>	<b>0</b>			

### Technical Assistance