



## Program Details

Program Type: Child Care Center	Program Name: THE KIDDIEGRAND	Program Number: 000000401132
Address: 4500 JOHN SHIELDS PARKWAY DUBLIN OH 43017		County: FRANKLIN

## Inspection Information

Inspection Type: Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Reviewer: ANNE BLANKESTYN	Visit Date: 09/01/2017	Begin Time: 8:30 AM
		End Time: 12:06 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: 59	Number of Rules with Non-Compliances: 19	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 9	Low Risk Non-Compliances: 31

## Summary of Non-Compliances

Program Fully Compliant? No

### Serious Risk Non-Compliances

No Serious Risk Non-Compliances were observed during this inspection

### Moderate Risk Non-Compliances



### Domain: 02 Safe & Sanitary Environment

Rule: 5101:2-12-12 Safe Environment

Code: The program is required to store chemicals in a place that is inaccessible to children.

Findings: During the inspection, several potentially hazardous substances, which were determined to present a potentially toxic risk to a child, was accessible to children as noted in the following number(s) 1 and 2 below:

1. Bleach;
2. Cleaning agent (Borox);
3. Fish tank chemicals;
4. Gasoline;
5. Pesticide;
6. Poison, including insect/rodent poison;
7. Flammable substance;
8. Windshield washer fluid;
9. Aerosol cans;
10. Other potentially hazardous substance [ ].

The potentially hazardous substance was determined to be accessible to children in the following area: in an unlocked cabinet under the sink in the Preschool room. There are gates which should have been secured to block the children from having access to this area but they were open. There are also child-proof locks attached to the cabinet where the chemicals are located, but all of the child-proof locks are not secured. These items must be stored safely. There is also a bottle of "cleaner" and a bottle of "sanitizer" on the counters in the area by the sinks. Provide staff training. Submit the program's corrective action plan, which includes a statement that the potentially hazardous substance is no longer accessible to children and a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

### Domain: 07 Diapering & Infant Care

Rule: 5101:2-12-20 Cribs

Code: The program staff is required to remove any items listed in rule that are a potential suffocation risk from cribs.

Findings: During the inspection, it was determined that the following number(s) 9 below was placed in the crib which created a potential suffocation risk: 1. Item tied around neck (including bib or pacifier on ribbon or string around the child's neck). 2. Blanket for infant under twelve months old. 3. Pillow. 4. Boppy. 5. Bumper pad. 6. Clothing stored in the crib. 7. Diaper bag. 8. Object or toy strung over the crib in



which a child can pull himself up. 9. Stuffed animal that is large/soft enough to conform to the shape of the child's face. 10. Other [ ]. The rule prohibits any item which obstructs child-care staff's visibility or poses a risk of strangulation or suffocation from being placed on or in a crib. Remove the item(s) immediately. Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**Domain: 08 Staff Files**

Rule: 5101-2-12-09 Statement of Nonconviction and Criminal Records Check

Code: The program is required to maintain a current JFS 01328 "Statement of Nonconviction For Child Care" for each staff.

Findings: In review of the staff records, it was determined that a completed JFS 01328 "Statement of Nonconviction For Child Care" was not on file for the employee(s) listed on the Employee Record Chart. By the date of hire, each employee must sign the prescribed form which is to be kept on file at the program and available for review by the director's representative. Submit the program's corrective action plan, which includes a signed JFS 01328 for the employee(s) indicated, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**Domain: 08 Staff Files**

Rule: 5101-2-12-09 Statement of Nonconviction and Criminal Records Check

Code: The program is required to have all staff request criminal records checks as required.

Findings: In review of the staff records, it was determined that FBI criminal records checks were not requested, as required for the person(s) listed on the Employee Record Chart. Submit the program's corrective action plan, which includes verification that criminal records checks have been submitted, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**Domain: 08 Staff Files**

Rule: 5101-2-12-09 Statement of Nonconviction and Criminal Records Check

Code: The program is required to have the results from the criminal records check on file before allowing the staff to have sole responsibility of children.

Findings: During the inspection, it was determined that Child Care Staff Member(s) had sole responsibility of children in the Preschool group and the FBI criminal record check results were not on file as required. Submit the program's corrective action plan, which includes a copy of the results of the criminal records check, to the Department to verify compliance with the requirements of this rule.



Corrective Action Plan Due: 10/01/2017

**Domain: 09 Children's Files**

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

Code: The program is required to retain the completed JFS 01217 "Request For Administration of Medication For Child Care" on file at the program.

Findings: During the inspection, it was determined that the program had administered medication and had a medication available to be administered to a child without securing complete written instructions from the parent/guardian on the JFS 01217 "Request For Administration Of Medication For Child Care". The information noted in number(s) 7, 10, 11, 12, 13, 14, 15, 16, and 17 below was not completed correctly in Box 1, 2, and 3 on the JFS 01217:

1. No JFS 01217 was on file for medication other than topical medication;
2. Child's name;
3. Date of birth when not needed to determine dosage;
4. Weight when not needed to determine dosage;
5. Name of medication;
6. Exact dosage;
7. Time to administer;
8. Time period to administer;
9. Parent/Guardian dated signature;
10. Possible side effects;
11. Physician instructions;
12. Physician's dated signature;
13. Physician's phone number;
14. Date medication was administered;
15. Time medication was administered;
16. Dosage administered;
17. Staff member's signature;
18. Other [ ].

Provide staff training. See the Children Record Review for the names of children for whom corrected forms are needed. Submit the program's corrective action plan, which includes the completed JFS 01217 for each child needed, and a statement that training was provided, to the Department to verify compliance with the requirements of this rule.



Corrective Action Plan Due: 10/01/2017

**Domain: 09 Children's Files**

Rule: 5101:2-12-15 Medical/Physical Care Plans

Code: In review of 25% of the records, at the time of the inspection, children's medical statements were complete and on file, as required by the rule.

Findings: A written, signed and dated JFS 01236 "Child Medical/Physical Care Plan For Child Care" 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 not on file for the at least one child indicated on the Children Record Review, which would allow child care staff members to perform a medical procedure or properly care for a child with a health condition. Secure this information. Submit the program's corrective action plan, which includes a copy of the completed JFS 01236, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**Domain: 09 Children's Files**

Rule: 5101:2-12-15 Medical/Physical Care Plans

Code: The program is required to have staff trained to perform the procedures on the JFS 01236 "Child Medical/Physical Care Plan For Child Care" present at the program when the child requiring the procedure is onsite.

Findings: During the inspection, it was determined that the program did not meet the requirement(s) as noted in the following number(s) 1 below as required by the rule:

1. None of the Child Care Staff Members trained in the medical/physical procedures were onsite when a child requiring such a procedure was present;
2. Child Care Staff Members trained in the medical/physical procedures were not scheduled to be present the entire time the child requiring the procedure was onsite;
3. None of the Child Care Staff Members trained in the medical/physical procedures accompanied a child requiring such a procedure during a trip;
4. Other [ ].

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

Corrective Action Plan Due: 10/01/2017

**Domain: 09 Children's Files**



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

Code: The program is required to administer medication only if it has the prescription label attached or has written instructions from a licensed physician.

Findings: During the inspection, it was determined that program staff had administered medication which did not have a prescription label attached nor had the written instructions of a licensed physician, licensed dentist, advance practice nurse, or certified physician's assistant secured on the prescribed JFS 01217 ""Request For Administration of Medication For Child Care"". Written instructions must be secured prior to continuing the administration of the medication(s). Please refer to the names listed on the Children Record Review. Submit the program's corrective action plan, which includes verification that the prescription label is now attached or a copy of the JFS 01217, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

#### Low Risk Non-Compliances

##### Domain: 01 Ratio & Supervision

Rule: 5101:2-12-18 Attendance Records

Code: The program staff are required to record the arrival and departure of each child.

Findings: During the inspection, it was determined that the Child Care Staff Members responsible for the Preschool group were not recording attendance upon the departure of each child. Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

##### Domain: 01 Ratio & Supervision

Rule: 5101:2-12-18 Attendance Records

Code: The program is required to have the information listed in rule on all attendance records.

Findings: During the inspection, it was determined that the attendance records did not include all of the required information listed below:

1. The names and birth date of children in the group;
2. The names of the Child Care Staff Members responsible for the group;
3. The child's weekly schedule;
4. The time (hours and minutes) of the child's arrival and departure of the group.

Information in number(s) 1 and 3 must be added to the form used to maintain attendance records. Submit the



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

Corrective Action Plan Due: 10/01/2017

**Domain: 02 Safe & Sanitary Environment**

Rule: 5101:2-12-13 Handwashing Requirements

Code: The program is required to have all children wash their hands as outlined in rule.

Findings: During the inspection, it was determined that at least one child in the Preschool group did not wash his or her hands with liquid soap and running water at the time listed in number(s) 7 below, as required in rule:

1. Upon arrival;
2. When visibly soiled;
3. After toileting/diaper change;
4. After contact with bodily fluids;
5. After returning from outdoor play;
6. After handling pets, pet cages, or other pet objects that have come in contact with the pet, before moving on to another activity;
7. Before eating or assisting with food preparation;
8. After water activities;
9. Other [ ].

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

Corrective Action Plan Due: 10/01/2017

**Domain: 02 Safe & Sanitary Environment**

Rule: 5101:2-12-13 Handwashing Requirements

Code: The program is required to have all staff wash their hands as outlined in rule.

Findings: During the inspection, it was determined that at least one staff member with the Preschool group did not wash his or her hands with liquid soap and running water at the time listed in number(s) 11 below, as required in rule;

1. Upon arrival for the day;
2. After breaks;



3. When moving from one child care group to another;
4. Upon returning from outside;
5. After toileting or assisting a child with toileting;
6. After each diaper change or pull-up change;
7. After contact with bodily fluids or cleaning up spills or objects contaminated with bodily fluids;
8. After taking off disposable gloves;
9. After cleaning or sanitizing or using any chemical products;
10. After handling pets, pet cages or other pet objects that have come in contact with the pet;
11. Before eating, serving or preparing food or bottles or feeding a child;
12. Before and after completing a medical procedure or administering medication;
13. Other [ ].

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

Corrective Action Plan Due: 10/01/2017

**Domain: 02 Safe & Sanitary Environment**

Rule: 5101:2-12-12 Safe Environment

Code: The program is required to store chemicals in a place that is inaccessible to children.

Findings: During the inspection, a potentially hazardous substance, which was determined to not present a serious risk to a child, was accessible to children as noted in the following number(s) 1 and 9 below in Preschool room:

1. Cosmetics;
  2. Disinfecting wipes;
  3. Fish food;
  4. Hand lotion;
  5. Hand sanitizer;
  6. Laundry detergent;
  7. Powder dish washing soap;
  8. Paint cans;
  9. White out;
  10. Other potentially hazardous substance
- [ ].





The potentially hazardous substance was determined to be accessible to children in the following area: on/in the teacher's desk.

Provide staff training. Submit the program's corrective action plan, which includes a statement that the potentially hazardous substance is no longer accessible to children and a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**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.

Findings: 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 children were not protected from the following item(s) or condition(s) which may threaten their health, safety, or well-being as noted in the following number(s) 1 below, in the Infant/Toddler room and number 5 below, in the Preschool classroom:

1. Open pull cords that are not closed loop;
2. Telephone cords;
3. Electrical/extension cords attached to an object that would not likely result in a severe injury if pulled;
4. Stacked chairs;
5. Employee(s) purse(s);
6. Diaper bags;
7. Television not securely anchored;
8. Small or lightweight pieces of shelving units are not securely anchored to the wall;
9. Smoke detector needing batteries replaced;
10. Staff member stepped over a barrier/gate while holding a child;
11. Chipping or peeling paint;
12. Emergency exits were blocked by the following classroom furniture: [ ];
13. Other [ ].

Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017



**Domain: 03 Postings & Equipment**

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

Code: The program is required to use the most recent version of the JFS 01242 "Medical, Dental, and General Emergency Plan For Child Care".

Findings: During the inspection, it was determined that the program was not using the most recent version of the prescribed JFS 01242 "Medical, Dental and General Emergency Plan For Child Care". 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: 5101:2-12-17 Daily Schedule

Code: The program is required to have the daily program schedule posted in all required areas.

Findings: During the inspection, it was determined that a copy of the daily program schedule was not posted in the Infant/Toddler 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.

**Domain: 05 Health & Safety**

Rule: 5101:2-12-22 Meal and Snack Requirements

Code: The program is required to have an accurate menu posted.

Findings: During the inspection, it was determined that the posted menu was not accurate as noted in the following number(s) 3 below:

1. The entire menu was substituted;
2. Item on menu did not match what was served;
3. The meal or snack served did not match menu posted.

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: 05 Health & Safety**



Rule: 5101:2-12-22 Meal and Snack Requirements

Code: The program is required to have the current menu posted with dates.

Findings: During the inspection, it was determined that the program's weekly menu was not currently dated 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: 05 Health & Safety**

Rule: 5101:2-12-16 Emergency Drills

Code: The program is required to complete fire drills, weather drills, and emergency/lockdown drills appropriately.

Findings: During the inspection, it was determined that the required drills were not completed for item number(s) 2 below:

1. Monthly fire drills;
2. Monthly weather emergency drills (March through September);
3. Quarterly emergency/lockdown drills.

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

Corrective Action Plan Due: 10/01/2017

**Domain: 05 Health & Safety**

Rule: 5101:2-12-16 First Aid/Standard Precautions

Code: The program is required to have all the required items in the first aid kit.

Findings: During the inspection, it was determined that the program did not have a first aid kit onsite, as required, that included all items listed in the appendix A of the rule. The kit(s) in the Infant/Toddler room was missing the item(s) listed in number(s) 8 below:

1. One roll of hypoallergenic first-aid tape;
2. Individually wrapped sterile gauze squares in assorted sizes;
3. Sterile adhesive bandages in assorted sizes;
4. Tweezers;



5. Gauze rolled bandage;
6. Triangular bandage;
7. Rounded end scissors;
8. Tooth preservation system or fresh chilled liquid milk in which to transport a lost permanent tooth, including a written reference indicating location of the refrigerator/freezer where milk is stored if a tooth preservation system is not part of the first aid kit (for programs serving school-age children only);
9. A guide to emergency first aid;
10. A working digital thermometer;
11. Disposable non-latex gloves;
12. A working flashlight;
13. An instant cold pack that has not been activated or ice, including a written reference indicating location of the refrigerator/freezer where the ice is stored if an instant cold pack is not part of the first aid kit;
14. Sealable leak-proof plastic bags in assorted sizes or double bagged plastic bags that can be securely tied for materials soiled with blood or bodily fluids;
15. Pocket mask or face shield, appropriate for all ages of children in care, for cardiopulmonary resuscitation (CPR) administration;
16. Soap or waterless sanitizer (field trip or transporting away from the program only);
17. Bottled water (field trip or transporting away from the program only).

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: 5101:2-12-08 Medical Statement

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

Findings: 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) 3(a)(b)(c):

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)

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

Corrective Action Plan Due: 10/01/2017

**Domain: 08 Staff Files**

Rule: 5101:2-12-08 Orientation and Staff Records

Code: The program is required to have staff completed the online orientation by the required date.

Findings: In review of the staff records, it was determined that the Child Care Staff Member(s) listed on the Employee Record Chart, who was employed prior to the effective date of this rule, did not complete the online orientation by June 30, 2017, as required. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**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 by the required date.

Findings: In review of the staff records, it was determined that all administrators, Child Care Staff Members and substitutes employed on or before the effective date of the rule had not completed the ODJFS prescribed one-hour Child Abuse Training by June 30, 2017, as required. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**Domain: 08 Staff Files**

Rule: 5101-2-12-09 Statement of Nonconviction and Criminal Records Check

Code: The program is required to maintain a current JFS 01328 "Statement of Nonconviction For Child Care" for each staff.

Findings: In review of the staff records, it was determined that an updated JFS01328 "Statement of Nonconviction For Child Care" was not on file for the employee(s) listed on the Employee Record Chart. By the date of hire and annually thereafter, each employee, administrator, and owner must sign the prescribed form which is to be kept on file at the program and available for review by the director's representative. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.



Corrective Action Plan Due: 10/01/2017

**Domain: 08 Staff Files**

Rule: 5101-2-12-09 Statement of Nonconviction and Criminal Records Check

Code: The program is required to maintain results of the criminal records checks onsite.

Findings: In review of the staff records, it was determined that criminal records check results were not on file for those persons listed on the Employee Record Chart, but were on file at another location. Criminal records check results must be kept on site at the program for each employee. Submit the program's corrective action plan, which includes a copy of the results of the criminal records check(s), to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**Domain: 08 Staff Files**

Rule: 5101-2-12-09 Statement of Nonconviction and Criminal Records Check

Code: The program is required to maintain a current JFS 01328 "Statement of Nonconviction For Child Care" for each staff.

Findings: In review of the staff records, it was determined that the JFS 01328 "Statement of Nonconviction For Child Care" forms signed by the employees were missing the dates the required background checks were requested. Refer to the Employee Record Chart which indicates all employees who need to re-sign the complete 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.

**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.

Findings: 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) 1 below:

1. The training was not completed within thirty 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: 10/01/2017

**Domain: 08 Staff Files**

Rule: 5101:2-12-10 Professional Development Requirements

Code: The program staff is required to obtain at least 6 hours of professional development annually.

Findings: In review of the staff records, it was determined that Child Care Staff Members had not completed at least 6 hours of professional development annually, as required by this rule. Refer to the Employee Record Chart for the name(s) of the Child Care Staff Member(s) who must complete additional professional development hours. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**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.

Findings: 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.

**Domain: 09 Children's Files**

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

Code: The program is required to use the appropriate form to administer medications.

Findings: During the inspection, it was determined the wrong form was used to secure written instructions in that, an old version of the JFS 01217 "Request For Administration Of Medication For Child Care" was used. Please refer to the Children Record Review for the names of children for whom corrected forms are needed. 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: 09 Children's Files**

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

Code: The program is required to have a completed medical statement on file at the program for each child



enrolled.

Findings: Information that must be complete on each child's medical statement includes:

1. Child's name and date of birth;
2. The date of the medical examination;
3. A statement that the child has been examined and is in suitable condition for participation in group care;
4. The signature, business address and telephone number of the physician, physician's assistant (PA), advance practice nurse (APN) or certified nurse practitioner (CNP) who examined the child;
5. A record of immunizations the child has had specifying month, day and year;
6. A statement from the physician, PA, APN, or CNP that the child has been immunized or is in the process of being immunized against the diseases required by division 5104.014 of the Revised Code and found in appendix A to this rule;
7. A statement from the child's parent or guardian that he or she has declined to have the child immunized against the disease for reasons of conscience, including religious convictions.

In review of 25% of the children's records, it was determined that the medical statements for children listed on the Children Record Review were missing the required information in number(s) 2 above. 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: 09 Children's Files**

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

Code: The program is required to store medication out of the reach of children.

Findings: During the inspection, it was determined that a topical medication, sunscreens, were within the reach of children in the Preschool room. 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: 09 Children's Files**

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

Code: The program is required to have medication labeled with the child's name.

Findings: During the inspection, it was determined that medication was at the program which had not been labeled with the child's name. Submit the program's corrective action plan to the Department to verify compliance with the





requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**Domain: 09 Children's Files**

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

Code: The program is required to have a medical statement on file at the program for each child enrolled.

Findings: In review of 25% of the children's records, it was determined that completed medical statements were not on file, as required, for children listed on the Children Record Review. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**Domain: 09 Children's Files**

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

Code: The program is required to have a completed JFS 01234 "Child Enrollment and Health Information For Child Care" on file for each child enrolled.

Findings: 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(s) 4 and 5 below:

1. Complete parent information;
2. Complete emergency contact information;
3. Complete physician information;
4. Information regarding the parent list;
5. Health information;
6. Additional information for all boxes checked "yes";
7. Emergency transportation information;
8. Parent/guardian's signature;
9. Diapering Statement;
10. Acknowledgement of Policies and Procedures.

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: 09 Children's Files**

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

Code: The program is required to have an updated medical statement on file at the program for each child enrolled.

Findings: In review of 25% of the children's records, it was determined that current medical statements updated every 13 months were not on file, as required, for children listed on the Children Record Review. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**Domain: 10 Written Policies & Procedures**

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

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

Findings: During the inspection, it was determined a written disaster plan had not been completed. Develop a disaster plan that meets the requirement of this rule. Submit the program's corrective action plan, which includes a copy of the program's disaster plan, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**Domain: 10 Written Policies & Procedures**

Rule: 5101:2-12-07 Written Program Policies and Procedures

Code: The program's policies and procedures are required to include all topics outlined in rule.

Findings: During the inspection, it was determined the program's written policies and procedures provided to the parents/guardians and employees was missing item number(s) 1, 10, 12, 13, 20, 21, 22, 25, 27, 28, 29, and 30 below:

General Information

1. Program name, address, email address and telephone number;
2. Description of the program's program philosophy;
3. Days and hours of operation, scheduled closings and basic daily schedule;
4. Staff/child ratios and group size;
5. Meals and snacks provided;
6. Outdoor play, including limitations placed on outdoor play due to weather or safety issues. Considerations may include but are not limited to temperature, humidity, wind chill, ozone levels, pollen count, lightning, rain or ice;



7. Opportunities for parent involvement in program activities;
8. Opportunities for parents to meet with teachers regarding their child;
9. Payment schedule, overtime charges and registration fees as applicable;
10. Location of onsite space for mothers to breastfeed and/or pump breast milk.

#### Program Policies and Procedures

11. Enrollment including required enrollment information;
12. Enrollment of children without immunizations;
13. Attendance including procedures for arrival and departure, the program's absent day policy, releasing child to persons other than the parent, releasing a child according to a custody agreement and follow up when a child scheduled to arrive from another program or activity does not arrive;
14. Supervision and child guidance;
15. Parent provided food and program-wide dietary policy, if applicable. If all of the food is parent provided, the policy shall also include if the program supplements food when the parent does not provide sufficient food for the day;
16. Management of illness including isolation precautions, symptoms for discharge and return and notification of parent of ill child;
17. Summary of procedures taken in the event of an emergency, serious illness or injury;
18. Administration of medication including food supplements, modified diets and whether school age children are permitted to carry their own medication and ointments;
19. Transportation for trips and emergencies;
20. Water activities/swimming;
21. Infant care, if applicable, including frequency of diaper checks;
22. Napping and Resting;
23. Evening and overnight care, if applicable;
24. Policy on operation and/or closing due to weather, school delays or closings and any other factors;
25. Policy on when the program will require disenrollment of a child;
26. Procedure for parents or employees to follow when needing assistance in resolving problems related to the child care program;
27. Policy on whether or not the program will provide child care services to children whose parents refuse to grant consent for transportation to the source of emergency treatment;
28. Policy on whether the program conducts formal assessments on enrolled children and if the program reports child level data to ODJFS pursuant to 5101:2-17-02 of the Administrative Code;
29. Information on the Early and Periodic Screening, Diagnosis and Treatment program under the Medicaid program carried out under Title XIX of Social Security Act (42 U.S.C. 1396 et seq.);



30. Information on the developmental screening services available under section 619 and part C of the Individuals with Disabilities Education Act (20 U.S.C. 1419, 1431 et seq.).

Revise the program's written policies and procedures to include the missing information. Submit the program's corrective action plan, which includes the revised written policies and procedures, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2017

**Domain: 10 Written Policies & Procedures**

Rule: 5101:2-12-07 Written Program Policies and Procedures

Code: The program is required to provide appendix C to all parents of the children enrolled.

Findings: During the inspection, it was determined that parent(s) of the children enrolled in the program were not provided with a copy of Appendix C to this rule. 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: 5101:2-12-18 Ratio	<i>Compliant</i>
Rule: 5101:2-12-07 Administrator Responsibilities/Requirements	<i>Compliant</i>
Rule: 5101:2-12-16 Incident/Injury Reporting	<i>Compliant</i>
Rule: 5101:2-12-04 Fire Approval	<i>Compliant</i>
Rule: 5101:2-12-22 Meals and Snacks	<i>Compliant</i>
Rule: 5101:2-12-16 Management of Communicable Disease	<i>Compliant</i>
Rule: 5101:2-12-13 Smoke Free Environment	<i>Compliant</i>



Rule: 5101:2-12-07 Administrator Qualifications	<i>Compliant</i>
Rule: 5101:2-12-08 Child Care Staff Member Educational Requirements	<i>Compliant</i>
Rule: 5101:2-12-03 Inspection Requirements	<i>Compliant</i>
Rule: 5101:2-12-04 Food License	<i>Compliant</i>
Rule: 5101:2-12-13 Sanitary Equipment and Environment	<i>Compliant</i>
Rule: 5101:2-12-19 Child Guidance	<i>Compliant</i>
Rule: 5101:2-12-22 Fluid Milk Requirements	<i>Compliant</i>
Rule: 5101:2-12-11 Outdoor Play Fall Zones	<i>Compliant</i>
Rule: 5101:2-12-18 License Capacity	<i>Compliant</i>
Rule: 5101:2-12-22 Safe Food Handling/Storage	<i>Compliant</i>
Rule: 5101:2-12-11 Indoor Space Requirements	<i>Compliant</i>
Rule: 5101:2-12-17 Materials and Equipment	<i>Compliant</i>
Rule: 5101:2-12-11 Outdoor Play Equipment	<i>Compliant</i>
Rule: 5101:2-12-17 Daily Outdoor Play	<i>Compliant</i>
Rule: 5101:2-12-04 Building Approval	<i>Compliant</i>
Rule: 5101:2-12-02 License Posted	<i>Compliant</i>



Rule: 5101:2-12-11 Outdoor Space Requirements	<i>Compliant</i>
Rule: 5101:2-12-19 Supervision	<i>Compliant</i>
Rule: 5101:2-12-02 Current Information	<i>Compliant</i>
Rule: 5101:2-12-23 Infant Bottle and Food Preparation	<i>Compliant</i>
Rule: 5101:2-12-20 Cots and Napping	<i>Compliant</i>
Rule: 5101:2-12-23 Infant Daily Care	<i>Compliant</i>
Rule: 5101:2-12-18 Group Size	<i>Compliant</i>
Rule: 5101:2-12-23 Diapering and Toilet Training	<i>Compliant</i>
Rule: 5101:2-12-12 Safe Equipment	<i>Compliant</i>
Rule: 5101:2-12-07 Administrator Responsibilities/Requirements B	<i>Compliant</i>
Rule: 5101:2-12-11 Separation of Children Under 2 1/2 Years	<i>Compliant</i>

Supplemental Information		
<b>Building Approval</b>		
Building Department: CITY OF DUBLIN	Use Group/Building Code: I-4	Maximum Occupancy Limit: 53
Structure/Name Description: KIDDIEGRAND	Approval Date: 10/27/2016	Maximum Occupancy Under 2 ½: 22
<b>Fire Approval</b>		
Approval Type: Special	Inspection Date: 11/03/2016	
<b>Food Service</b>		



License/Exemption:  
Level IV

Health Department:  
FRANKLIN COUNTY PUBLIC HEALTH

### Indoor Space Log

Room/Space	Area	Children Allowed
Infant/Toddler	813	23
Preschool	904	25
<b>Total</b>	<b>1,717</b>	<b>48</b>

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

Room/Space	Area	Children Allowed
Infant/Toddler	813	23
<b>Total</b>	<b>813</b>	<b>23</b>

### Outdoor Space Log

No Outdoor Space Log was observed during this Inspection

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

### Ratios (Number of Staff to Children)

Group	Age Group/Range	Ratio	Comment
INFANT/TODDLER	18 months to < 30 months	1 to 3	
INFANT/TODDLER	12 months to < 18 months	1 to 6	
PRESCHOOL	3 years to < 4 years	1 to 4	
PRESCHOOL	3 years to < 4 years	2 to 6	

### License Capacity and Enrollment

Age Group	License Capacity	Enrollment		
	Totals	Full Time	Part Time	Total
Infant (Birth to < 18 months)		1	0	1
Young Toddler (18 months to < 30 months)		7	0	7
<b>Total Under 2 ½</b>	<b>8</b>			
Older Toddlers (30 months to < 3 years)		3	0	3
Preschool (3 years to Kindergarten)		15	0	15
School Age (Kindergarten to 15 years)		4	0	4
<b>Total Enrollment</b>	<b>30</b>			

### Technical Assistance

