



Program Details

Program Type: Child Care Center	Program Name: PORTSMOUTH WEST HEAD START	Program Number: 000000408315
Address: 15332A US HWY 52 PORTSMOUTH OH 45662		County: SCIOTO

Inspection Information

Inspection Type: Annual	Inspection Scope: Full	Inspection Notice: Unannounced	
Reviewer: JULIE HINES	Visit Date: 10/18/2017	Begin Time: 9:25 AM	End Time: 1:20 PM
Reviewer: STEPHANIE WALTERS	Visit Date: 10/18/2017	Begin Time: 9:25 AM	End Time: 1:20 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: 6	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 1	Low Risk Non-Compliances: 5

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: 04 Indoor/Outdoor Space

Rule: 5101:2-12-11 Outdoor Play Fall Zones

Code: The program is required to provide adequate fall surface for the outdoor play space.

Findings: During the inspection, it was determined that the playground did not have adequate fall surface under and around equipment as noted in the following number(s) 2 below:

1. No fall surface;
2. Adequate fall surface to soften the impact of a fall;
3. Adequate fall surface to soften the impact of a fall that extended the length of the required fall zone;
4. Other [].

With any equipment designed for climbing, swinging, bouncing, or sliding, that is over twelve inches in height, resilient material, as specified in Appendix A, needs to be added in order to protect children in the event of a fall. Submit the program's corrective action plan, which includes written verification of the discontinued use of this equipment until corrections are made along with a description of the resilient material added, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/17/2017

Low Risk Non-Compliances

Domain: 05 Health & Safety

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

Code: The program is required to provide food that does not pose as a choking hazard and is appropriate for the age of the children.

Findings: During the inspection, it was determined that the Preschool groups were served whole grapes, which posed a choking 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.

Domain: 06 Program Information

Rule: 5101:2-12-14 Transportation and Field Trip Procedures

Code: The program is required to have staff trained in CPR, First Aid, and Communicable Diseases on all trips.



Findings: During the inspection, it was determined that a person trained in management of communicable disease, had not been present for the following number(s) 1 below as required by the rule:

1. In the vehicle for routine trips;
2. In the vehicle for field trips;
3. At the destination on all field trips.

Secure current training for the area needed or restructure the staff who are currently trained on the vehicle during routine trips and field trips. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/17/2017

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: 11/17/2017

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: 11/17/2017

Domain: 09 Children's Files

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

Code: The program is required to refrain from administering the first dose of a medication to a child.



Findings: During the inspection, it was determined that a child had not received the first dose or application prior to the program administering a dose or applying the product for any non-emergency medication, food supplement, medical food and/or topical product. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/17/2017

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: 5101:2-12-13 Handwashing Requirements Documenting Statement: Children were viewed washing their hands, as required by the rule.	<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: 5101:2-12-14 Transportation - Driver Requirements Documenting Statement: The driver(s) had completed the required ODJFS driver training.	<i>Compliant</i>
Rule: 5101:2-12-16 Medical, Dental, and General Emergency Plan Documenting Statement: On the day of the inspection, the complete prescribed JFS 01242 "Medical, Dental, and General Emergency Plan For Child Care" were posted in the program as required.	<i>Compliant</i>



Rule: 5101:2-12-08 Medical Statement	<i>Compliant</i>
Rule: 5101:2-12-16 Written Disaster Plan Documenting Statement: The program' s written disaster plan and the new rule requirements were discussed during the inspection.	<i>Compliant</i>
Rule: 5101:2-12-24 Swimming and Water Safety Requirements	<i>Compliant</i>
Rule: 5101:2-12-03 Inspection Requirements	<i>Compliant</i>
Rule: 5101:2-12-04 Food License Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: 9819355 3/1/18.	<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: 5101:2-12-16 First Aid/Standard Precautions Documenting Statement: During the inspection, 2 first aid kits were reviewed and available as required.	<i>Compliant</i>
Rule: 5101:2-12-09 Statement of Nonconviction and Criminal Records Check Documenting Statement: During the inspection, the required criminal records check results were on file for all employees listed.	<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: 5101:2-12-07 Written Program Policies and Procedures Documenting Statement: No changes have been made to the written policies and procedures since it was last approved by this Department. New rule requirements for written policies were discussed.	<i>Compliant</i>
Rule: 5101:2-12-21 Evening and Overnight Care	<i>Compliant</i>
Rule: 5101:2-12-11 Indoor Space Requirements	<i>Compliant</i>



Rule: 5101:2-12-16 Emergency Drills	<i>Compliant</i>
Rule: 5101:2-12-12 Safe Environment Documenting Statement: A safe environment was observed during the inspection. Children were protected from items and conditions which threaten their health, safety and well-being.	<i>Compliant</i>
Rule: 5101:2-12-17 Materials and Equipment	<i>Compliant</i>
Rule: 5101:2-12-14 Transportation - Vehicle Requirements Documenting Statement: The vehicle(s) used by the program to transport children is inspected and licensed by the Ohio State Highway Patrol and is exempt from the annual safety check requirement of this rule.	<i>Compliant</i>
Rule: 5101:2-12-11 Outdoor Play Equipment	<i>Compliant</i>
Rule: 5101:2-12-17 Daily Outdoor Play Documenting Statement: Outdoor play was observed for the Classroom 2203 Preschool group.	<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 Documenting Statement: The quarterly playground inspection(s) were completed and documented, as required. The most recent inspection report form was dated 10/2/17.	<i>Compliant</i>
Rule: 5101:2-12-19 Supervision	<i>Compliant</i>
Rule: 5101:2-12-02 Current Information	<i>Compliant</i>
Rule: 5101:2-12-17 Daily Schedule Documenting Statement: Daily schedules were observed posted.	<i>Compliant</i>
Rule: 5101:2-12-20 Cots and Napping	<i>Compliant</i>
Rule: 5101:2-12-18 Group Size	<i>Compliant</i>
Rule: 5101:2-12-15 Child Medical and Enrollment Records	<i>Compliant</i>



Documenting Statement: At the time of the inspection, 25% of the children's records were reviewed, and the records were complete, as required by the rule.

Rule: 5101:2-12-18 Attendance Records *Compliant*

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

Rule: 5101:2-12-13 Toothbrushing Requirements *Compliant*

Documenting Statement: Tooth brushing is practiced by the program and it was determined to meet the requirements outlined in the rule.

Rule: 5101:2-12-12 Safe Equipment *Compliant*

Documenting Statement: Equipment was observed to be in good condition.

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

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

Supplemental Information

Building Approval

Building Department: State of Ohio	Use Group/Building Code: E	Maximum Occupancy Limit:
Structure/Name Description: Portsmouth West Elementary School	Approval Date: 05/15/1998	Maximum Occupancy Under 2 ½:

Fire Approval

Approval Type: Annual	Inspection Date: 08/07/2017
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Food Service

License/Exemption: Level IV	Health Department: Scioto County
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Indoor Space Log

Room/Space	Area	Children Allowed
Classroom 2203	848	24
Classroom 2307	709	20
Total	1,557	44

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
Total	0	0

Outdoor Space Log

Room/Space	Area	Children Allowed
Small Playspace	2,049	34
Total	2,049	34

Ratios (Number of Staff to Children)

Group	Age Group/Range	Ratio	Comment
Room 2203	3 years to < 4 years	2 to 17	At arrival
Room 2307	3 years to < 4 years	2 to 11	At arrival

License Capacity and Enrollment

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
Total Under 2 ½	0	0	0	0
Older Toddlers (30 months to < 3 years)		0	0	0
Preschool (3 years to Kindergarten)		26	19	45
School Age (Kindergarten to 15 years)		0	0	0
Total	40	26	19	45

Technical Assistance