



## 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>WESLEY CENTER                         | Program Number<br>000000500016       | Program Type<br>Child Care Center |                   |
| Address<br>1200 VAN BUREN STREET FOSTORIA<br>OH 44830 |                                      | County<br>HANCOCK                 |                   |
| Building Approval Date<br>10/30/1980                  | Use Group/Code<br>A-4                | Occupancy Limit<br>124            | Maximum Under 2 ½ |
| Fire Inspection Approval Date<br>01/15/2019           | Food Service Risk Level<br>Level III |                                   |                   |

| Inspection Information        |                          |                                  |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type<br>Annual     | Inspection Scope<br>Full | Inspection Notice<br>Unannounced |
| Inspection Date<br>12/09/2021 | Begin Time 9:50 AM       | End Time 4:15 PM                 |
| Reviewer:<br>ELLEN WOODRUFF   |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                   |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>58 | No. Rules with Non-compliances<br>6 | No. Serious Risk<br>0 | No. Moderate Risk<br>0 | No. Low Risk<br>6 |

| 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)                                 |                  | 9          | 0         | 9     |
| Young Toddler   |                  | 11         | 0         | 11    |
| <b>Total Under 2 ½ Years</b>                              | 29               | 20         | 0         | 20    |
| Older Toddler   |                  | 5          | 0         | 5     |
| Preschool   |                  | 25         | 0         | 25    |
| School Age  |                  | 0          | 0         | 0     |
| <b>Total Capacity/Enrollment</b>                          | 173              | 30         | 0         | 50    |

| Staff-Child Ratios at the Time of Inspection |                      |                |         |
|--|----------------------|----------------|---------|
| Group  | Age Group/Range      | Ratio Observed | Comment |
| Pandas                                       | 3 years to < 4 years | 1 to 6         |         |



|              |                          |         |                             |
|--------------|--------------------------|---------|-----------------------------|
| Koalas       | 4 years to < 5 years     | 2 to 8  |                             |
| Koalas       | 3 years to < 4 years     | 1 to 14 | combined with Pandas at nap |
| Butterflies  | 18 months to < 30 months | 1 to 7  |                             |
| Butterflies  | 18 months to < 30 months | 1 to 6  |                             |
| Honey Bears  | 30 months to < 36 months | 1 to 8  | combined with Cubs          |
| Honey Bears  | 30 months to < 36 months | 1 to 8  |                             |
| Caterpillars | 0 to < 12 months         | 2 to 7  |                             |
| Caterpillars | 0 to < 12 months         | 2 to 7  |                             |

### 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: 04 Indoor/Outdoor Space

Rule: 5101:2-12-11 Outdoor Space Requirements

Code: The program is required to conduct and document quarterly inspections of their outdoor play space.

Finding: During the inspection, it was determined that quarterly inspections of one or more outdoor play area(s) and equipment had not been completed and documented as required, using the JFS 01281 "Child Care Playground Inspection Report" form. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/29/2022

#### Domain: 05 Health & Safety

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

Code: The program is required to have a first aid kit onsite.

Finding: During the inspection, it was determined first aid kit(s) at the program had missing, or expired, items that are required by appendix A of this rule to be contained in a first aid kit, as noted in number 9 below:

1. The program did not have a first aid kit [onsite, on the vehicle, on a field trip].
2. One roll of hypoallergenic first-aid tape.
3. Individually wrapped sterile gauze squares in assorted sizes.
4. Sterile adhesive bandages in assorted sizes.
5. Tweezers.
6. Gauze rolled bandage.
7. Triangular bandage.
8. Rounded end scissors.
9. 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).
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: 5101:2-12-10 Professional Development Requirements

Code: The program is required to ensure child care staff members, including substitutes used more than ninety days annually, obtain at least 6 hours of professional development each state fiscal year.

Finding: In review of the staff records, it was determined that at least one child care staff member did not meet the annual professional development requirement as noted in number 1 below:

1. The child care staff member(s) had not completed at least six hours of professional development.
2. Documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule.
3. Training topic did not meet the requirements listed in appendix A of this rule.
4. Documentation of training did not meet the requirements of this rule.
5. The substitute(s) had been used more than ninety days annually between July first and June thirtieth and had not completed at least six hours of professional development
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: 01/29/2022

**Domain: 08 Staff Files**

Rule: 5101:2-12-08 Orientation Training & Whistle Blower Protection

Code: The program is required to have staff complete the online staff orientation training.

Finding: In review of the staff records, it was determined that child care staff member(s) had not completed the online orientation training as noted in number 2 below:

1. Within 30 days of starting employment at the program as a child care staff member.
2. No documentation of completing the training after December 31, 2016.



3. Completion of the training was not verified in the OPR.

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

Corrective Action Plan Due: 01/29/2022

**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: 01/29/2022

**Domain: 08 Staff Files**

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

Code: The program is required to have staff complete training in child abuse and neglect recognition and prevention within sixty days of hire.

Finding: In review of the staff records, it was determined that at least one child care staff member had not completed training in child abuse and neglect recognition and prevention as noted in number 1, 2 below:

1. The training was not completed within sixty days of hire.
2. The training was expired, as it is only valid for two years.

Refer to the Employee Record Chart for the name(s) of the child care staff member(s) who must complete training in child abuse and neglect recognition and prevention. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/29/2022



|  |
|--|
|  |
|--|

**Rules In-Compliance/Not Verified**

| Rule  | Status    | Documenting Statement(s), If applicable  |
|---|-----------|--|
| Rule: 5101:2-12-02 License Posted                 | Compliant | Documenting Statement: The license was in a location visible to parents as required.   |
| Rule: 5101:2-12-02 Current Information            | Compliant | Documenting Statement: The program had current information entered in the Ohio Child Licensing and Quality System (OCLQS).   |
| 5101:2-12-03 Inspection Requirements              | Compliant |  |
| Rule: 5101:2-12-04 Building Department Inspection | Compliant | Documenting Statement: On the day of the inspection, the program was operating in compliance with the current building approval(s).  |
| Rule: 5101:2-12-04 Fire Inspection                | Compliant | Documenting Statement: Please Note: Documentation of a fire inspection without any uncorrected violations must be secured for the program. Secure a new fire inspection by 3/8/2022. |
| Rule: 5101:2-12-04 Food Service Requirements      | Compliant | Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: HPAO-BZ5N6D, exp. 3/1/2022.                               |



| Rule  | Status    | Documenting Statement(s), If applicable  |
|---|-----------|--|
| 5101:2-12-07 Administrator Qualifications                           | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-07 Administrator Responsibilities/Requirements      | Compliant | Documenting Statement: The administrator's hours of availability to meet with parents were posted in a noticeable location.                        |
| Rule: 5101:2-12-07 Administrator Responsibilities/Requirements      | Compliant | Documenting Statement: Employment records for current as well as past employees were being maintained on file as required.                         |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-07 Written Program Policies and Procedures          | Compliant | Documenting Statement: During the inspection, the requirements of the rule regarding the program's written policies and procedures were discussed. |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-08 Child Care Staff Member Educational Requirements | Compliant | Documenting Statement: All Child Care Staff Members had verification of educational requirements on file at the program.                           |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-09 Background Check Requirements                    | Compliant | Documenting Statement: During the inspection, the required documentation regarding background checks was on file for all employees listed.         |
| 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  |
| Rule: 5101:2-12-11 Outdoor Play Equipment                           | Compliant | Documenting Statement: All equipment in the outdoor play space was observed to be anchored and stable.   |



| Rule: 5101:2-12-11 Outdoor Play Equipment             | Compliant | Documenting Statement: Outdoor equipment was viewed to be safe and free of rust, sharp points, and other hazards.   |
|---|-----------|---|
| Rule: 5101:2-12-11 Outdoor Play Equipment             | Compliant | Documenting Statement: The playground safety kit was used to verify the outdoor play equipment was free from entrapment hazards and unsafe and protruding bolts.                    |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-11 Outdoor Play Fall Zones            | Compliant | Documenting Statement: The protective material used under outdoor equipment was mulch.  |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 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   |
| Rule: 5101:2-12-12 Safe Environment                   | Compliant | Documenting Statement: Cleaning supplies were viewed stored out of the reach of children.   |
| Rule: 5101:2-12-12 Safe Environment                   | Compliant | 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. |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-13 Sanitary Equipment and Environment | Compliant | Documenting Statement: During the inspection, it was discussed that blankets were washed weekly.  |
| Rule: 5101:2-12-13 Sanitary Equipment and Environment | Compliant | Documenting Statement: During the inspection, the cleaning and sanitation of items and toys mouthed by children were discussed.   |
| Rule: 5101:2-12-13 Sanitary Equipment and Environment | Compliant | Documenting Statement: During the inspection, the equipment was observed clean and in good repair.  |





| Rule   | Status    | Documenting Statement(s), If applicable   |
|--|-----------|---|
| Rule: 5101:2-12-13 Handwashing Requirements                    | Compliant | Documenting Statement: Staff and children were observed washing hands as required by the rule.  |
| Rule: 5101:2-12-13 Smoke Free Environment                      | Compliant | Documenting Statement: No smoking was allowed on the premises, and the notice stating that smoking is prohibited was observed posted in a conspicuous place.                                |
| Rule: 5101:2-12-14 Transportation and Field Trip Procedures    | Compliant | Documenting Statement: Requirements regarding routine and field trips were discussed during the inspection.   |
| Rule: 5101:2-12-15 Child Medical and Enrollment Records        | Compliant | 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.                                  |
| 5101:2-12-15 Medical/Physical Care Plans                       | Compliant |   |
| Rule: 5101:2-12-16 Medical, Dental, and General Emergency Plan | Compliant | 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. |
| Rule: 5101:2-12-16 Emergency Drills                            | Compliant | Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified during this inspection.  |
| Rule: 5101:2-12-16 Management of Communicable Disease          | Compliant | Documenting Statement: The JFS 08087 "Communicable Disease Chart" was posted and was readily available to staff and parents.  |



|   |               |   |
|---|---------------|---|
| Rule: 5101:2-12-16 Management of Communicable Disease | Compliant     | Documenting Statement: The program staff stated parents were informed when their child had any exposure to a contagious illness by numbers 1, 2 below:<br><br>1. A posted notice;<br>2. Verbal communication;<br>3. A written notice sent home;<br>4. A note posted on the classroom door;<br>5. Other [ ]. |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-16 Incident/Injury Reporting          | Compliant     | Documenting Statement: The JFS 01299 "Incident/Injury Report For Child Care" forms reviewed during this inspection were complete as required.   |
| Rule: 5101:2-12-16 Incident/Injury Reporting          | Compliant     | Documenting Statement: The requirements for completing JFS 01299 "Incident/Injury Report For Child Care" reports were discussed during the inspection.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-16 Written Disaster Plan              | Compliant     | Documenting Statement: During the inspection, the requirements of the rule regarding the written disaster plan were discussed.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-17 Daily Schedule                     | Compliant     | Documenting Statement: During the inspection, developmentally-appropriate practices were observed in the classroom(s).  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-17 Materials and Equipment            | Compliant     | Documenting Statement: Sufficient equipment was observed in all categories.   |
| <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 |   |
|---------------------------------------|-----------|---|
| Rule                                  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-18 Ratio              | Compliant | Documenting Statement: The Appendix A "Staff/Child Ratios, Age Grouping and Maximum Group Size" was posted in a noticeable area at the program as required. |
| Rule: 5101:2-12-18 Ratio              | Compliant | Documenting Statement: Staff/child ratios observed during the inspection were in compliance.  |
| Rule                                  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-18 Group Size         | Compliant | Documenting Statement: The group sizes observed on the day of the inspection were in compliance.  |
| Rule                                  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-18 Attendance Records | Compliant | Documenting Statement: Child Care Staff Members were observed recording the attendance for each child upon arrival and documenting each child's departure.  |
| Rule                                  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-19 Supervision              | Compliant |   |
| Rule                                  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-19 Child Guidance     | Compliant | Documenting Statement: Appropriate child guidance techniques and practices were observed being used during the inspection.                                  |
| Rule                                  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-20 Cots and Napping   | Compliant | Documenting Statement: Cots were placed appropriately and safely during nap time.   |
| Rule                                  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-20 Cribs              | Compliant | Documenting Statement: Cribs were separated from the play space by a safe and sturdy and physical barrier.  |



|   |               |   |
|---|---------------|---|
| Rule: 5101:2-12-20 Cribs                              | Compliant     | Documenting Statement: All cribs were labeled with the assigned infant's name.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-22 Meal and Snack Requirements        | Compliant     | Documenting Statement: Meals were provided at intervals as required by this rule.                                     |
| Rule: 5101:2-12-22 Meal and Snack Requirements        | Compliant     | Documenting Statement: Posted menus were current and dated.   |
| Rule: 5101:2-12-22 Meal and Snack Requirements        | Compliant     | Documenting Statement: During the inspection, the requirements of the rule regarding meals and snacks were discussed. |
| <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: 5101:2-12-22 Safe Food Handling/Storage         | Compliant     | Documenting Statement: All eating utensils were developmentally appropriate.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-23 Infant Daily Care                  | Compliant     | Documenting Statement: Appropriate daily written records for all infants were viewed.                                 |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-23 Infant Bottle and Food Preparation | Compliant     | Documenting Statement: All bottles were labeled as required.  |
| Rule: 5101:2-12-23 Infant Bottle and Food Preparation | Compliant     | Documenting Statement: Bottles and opened food were stored in a refrigerator located in the infant room.              |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-23 Diapering and Toilet Training      | Compliant     | Documenting Statement: Appropriate diaper changing procedures were observed during the inspection in the infant room. |



| Rule  | Status    | Documenting Statement(s), If applicable |
|---|-----------|---|
| 5101:2-12-24 Swimming and Water Safety Requirements | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable |
| 5101:2-12-25 Medication Administration              | Compliant |   |