



Family Child Care 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 HAINES, PATRICIA-LYNN	Program Number 000000953456299	Program Type FCC - Type B Home
Address 503 WOODVUE LANE WINTERSVILLE OH 43953		County JEFFERSON

Inspection Information		
Inspection Type Compliance	Inspection Scope Full	Inspection Notice Unannounced
Inspection Date 09/14/2021	Begin Time 10:30 AM	End Time 1:18 PM
Reviewer: Kristal Singleton		

Summary of Findings				
No. Rules Verified 78	No. Rules with Non-compliances 13	No. Serious Risk 0	No. Moderate Risk 5	No. Low Risk 10

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)	3	0	1	1
Young Toddler		0	1	1
Total Under 2 Years		0	2	2
Older Toddler	6	0	1	1
Preschool		0	1	1
School Age		0	5	5
Total Capacity/Enrollment	6	0	7	9

Staff-Child Ratios at the Time of Inspection			
Group	Age Group/Range	Ratio Observed	Comment
FCC Patricia-lynn Haines		1 to 1	



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: 2-13-03 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: 02 Safe & Sanitary Environment

Rule: 5101:2-13-12 Safe Environment

Code: The program is required to protect children from any items and conditions which 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 the program did not protect children from an unsafe item or condition or equipment due to the following number(s) [17] below:

1. Pull cord(s) on the window blind(s).
2. Extension cord(s); electrical cord(s) attached to an object that could result in a severe injury if pulled.
3. Stacked tables.
4. Folding tables.
5. Matches and/or a lighter.
6. Power tool(s).
7. Live wires.
8. Stove(s) that are either on or able to be turned on by a child.
9. Asbestos.
10. Traffic.
11. A body of water.
12. A well.
13. Environmental hazard(s) confirmed by local authorities having jurisdiction over the hazard.
14. A crockpot used to heat bottles.
15. Immediate access to a knife.
16. Large or heavy pieces of shelving units are not securely anchored to the wall.
17. Other [A tall pool ladder outside of the pool, was observed to be setting up right in the backyard play area].



Any hazardous equipment must be removed, replaced, or repaired and any hazardous condition must be corrected and must be made inaccessible to children. Provide staff training. Submit the program's corrective action plan, which includes a statement that the item or condition has been removed and a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/15/2021

Domain: 04 Indoor/Outdoor Space

Rule: 5101:2-13-11 Fall Zone

Code: The program is required to have an adequate fall surface on the outdoor playground.

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) [1] below:

1. No fall surface
2. Adequate fall surface to soften the impact of a fall
3. Other []

No fall surface for plastic slide and no fall surface for patio swing located in the back yard.

Any equipment designed for climbing, swinging, bouncing, or sliding needs a fall zone of protective material resilient under and around the equipment 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: 10/15/2021

Domain: 09 Children's Files

Rule: 5101:2-13-25 Medication Requirements

Code: The program is required to appropriately store medication.

Findings: During the inspection, it was determined the program did not meet the requirement(s) for administering a medication, food supplement or medical food to a child as noted in number(s) [1] below:

1. No JFS 01217 "Request for Administrator of Medication for Child Care" was on file.
2. The child's name was missing on the JFS 01217.
3. The child's date of birth was missing on the JFS 01217.
4. The child's weight was missing on the JFS 01217.
5. The name of the medication was missing on the JFS 01217.
6. The exact dose was missing on the JFS 01217.
7. The time to administer was missing on the JFS 01217. 7. The time period to administer was missing on the JFS 01217.
8. The Parent/Guardian's dated signature was missing on the JFS 01217.
9. Possible side effects were missing on the JFS 01217.
10. Expiration date was missing on the JFS 01217.
11. Physician instructions were missing on the JFS 01217.



12. Physician's dated signature was missing on the JFS 01217.
13. Physician's phone number was missing on the JFS 01217.
14. Date medication was administered was missing on the JFS 01217.
15. Time medication was administered was missing on the JFS 01217.
16. Dosage administered was missing on the JFS 01217.
17. Staff member's signature was missing on the JFS 01217.
18. A current prescription label was not attached to the prescription medication.
19. The medication or product, [], was not brought to the program in its original container.

No JFS 1217 for lactose free formula

Submit the program's corrective action plan, which includes the completed JFS 01217 for each child needed, verification that the prescription label is now attached, and/or verification that the medication or product is now in its original container, and a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/15/2021

Domain: 09 Children's Files

Rule: 5101:2-13-15 Health Conditions

Code: The program is required to have a completed JFS 01236 "Medical/Physical Care Plan" on file for each health condition for each child.

Findings: 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. Instructions regarding emergency evacuation, if applicable, were missing.
12. Training instructions were missing.
13. Dated signature of parent or certified professional who trained the program staff was missing.
14. Dated signature(s) of child care staff member(s) trained to perform the procedure were missing.
15. Directions regarding additional services, if applicable, were missing.
16. Dated signature of parent giving permission to perform the procedure was missing.
17. Dated signature of program administrator was missing.
18. The plan was not implemented.
19. The plan was not followed.



Missing JFS 01236 for child with specialized lactose formula. Missing JFS 01236 for child reported by provider to have special cognitive needs.

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: 10/15/2021

Domain: 09 Children's Files

Rule: 5101:2-13-25 Medication Storage

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

Findings: During the inspection, it was determined medication was in the reach of children. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule. Insulin medication observed inside the kitchen fridge door.

Corrective Action Plan Due: 10/15/2021

Low Risk Non-Compliances

Domain: 02 Safe & Sanitary Environment

Rule: 5101:2-13-12 Pets

Code: The program is required to properly care for all pets.

Findings: During the inspection, it was determined that a pet at the program posed a threat to the safety or health of the children, in that [proper licensing and/or inoculations not on file/ children exposed to pet's urine and/or feces/ other safety concerns in that [feces observed inside area of play clubhouse that is located in the back yard]. Submit the program's corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/15/2021

Domain: 03 Postings & Equipment

Rule: 5101:2-13-17 Materials and Equipment

Code: The program is required to have play materials accessible.



Findings: During the inspection, it was determined that play materials were not accessible/orderly for the following reason(s) as noted in number(s) [1] below:

1. Play materials were not readily accessible to the children;
2. Play materials were not arranged in an orderly manner so that children have opportunities to select, remove and replace play materials with minimal assistance during the day.
Provider had play toys put away "due to covid"
Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 10/15/2021

Domain: 04 Indoor/Outdoor Space

Rule: 5101:2-13-11 Outdoor Equipment

Code: The program is required to place equipment away from main traffic patterns that would create unsafe conditions.

Findings: During the inspection, it was determined that outdoor play equipment was unsafe as noted in the number(s) [3,4,8] below:

1. There was rust exposed.
2. There were protruding bolts.
3. There was cracks.
4. There were holes.
5. There was splintering wood.
6. There were sharp edges or points.
7. There were toxic substances.
8. There were tripping hazards.
9. Other [].

Outside Little Tikes clubhouse has cracks and holes.

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

Corrective Action Plan Due: 10/15/2021

Domain: 07 Diapering & Infant Care

Rule: 5101:2-13-20 Crib and Playpen Requirements

Code: The program is required to remove objects from cribs/playpens that could block the child.

Findings: During the inspection, it was determined that a child had been place in a crib or playpen with the following number(s) [1] below which could obstruct a provider or child care staff member's view of the infant:

1. Busy box or other toy attached to the side of the crib or playpen.
2. A blanket hanging over the side of the crib or playpen.



3. Stuffed animal that is not large/soft enough that it could conform to the shape of the child's face.
 4. Other []
- Bag holding wipes was observed to be attached to the side of playpen
Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 10/15/2021

Domain: 07 Diapering & Infant Care

Rule: 5101:2-13-23 Infant Daily Care

Code: The program is required to provide a daily written record for each infant in care to the parents when picking up the infant each day.

Findings: During the inspection, it was observed that the form used to document infant routines and activities, as required by this rule, was incomplete in that the required information regarding [1, 3] was missing from the form:

1. Food intake;
2. Sleeping patterns;
3. Times and results of diaper changes;
4. Information about daily activities.

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

Corrective Action Plan Due: 10/15/2021

Domain: 07 Diapering & Infant Care

Rule: 5101:2-13-20 Crib and Playpen Requirements

Code: The program is required to provide a mattress that meets the size requirements for all cribs and playpens.

Findings: During the inspection, it was determined the mattress did not meet the size requirements for the [crib/playpen]. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule. During the inspection an additional mattress was observed inside the playpen.

Corrective Action Plan Due: 10/15/2021

Domain: 07 Diapering & Infant Care

Rule: 5101:2-13-23 Infant Bottle and Food Preparation

Code: The program is required to retain and update infant feeding instructions.



Findings: During the inspection, it was determined that written instructions for feeding the infants noted on the Children Record Review form were [not on file/updated], as required by this rule. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule. Notes of specialized formula need added.

Corrective Action Plan Due: 10/15/2021

Domain: 07 Diapering & Infant Care

Rule: 5101:2-13-23 Infant Bottle and Food Preparation

Code: The program staff is required to have all bottles labeled.

Findings: During the inspection, it was determined that bottles containing [milk/formula] for a particular infant were not labeled with the child's name and date of preparation. Submit the program's corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/15/2021

Domain: 09 Children's Files

Rule: 5101:2-13-15 JFS 01234 'Child Enrollment and Health Information'

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

Findings: In review 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) [1,7] below.

1. No enrollment form was completed for at least one child
2. The current JFS 01234 was not completed for at least one child
3. Complete parent information
4. Complete emergency contact information
5. Complete physician information
6. Information regarding the parent list
7. Health information
8. Additional information for all boxes checked "yes"
9. Emergency transportation information
10. Parent/guardian's signature
11. Diapering Statement
12. Acknowledgement of Policies and Procedures
13. Enrollment form for at least one child was not updated by either the parent or the administrator
14. Enrollment form for at least one child was not signed by the administrator
15. Other []

No enrollment form for at least one child and one enrollment form did not include health information regarding lactose formula.



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

Corrective Action Plan Due: 10/15/2021

Domain: 10 Written Policies & Procedures

Rule: 5101:2-13-07 Provider Requirements

Code: The program is required to have policies and procedures for all items listed in this rule.

Findings: On the day of the inspection, the program's written policies and procedures provided to the parents/guardians and employees was missing item number(s) [3] below:

General Information

1. Name, address, email address and telephone number.
2. Description of the provider'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 activities.
8. Opportunities for parents to meet with the provider regarding their child.
9. Payment schedule, overtime charges and registration fees as applicable.
10. Programs shall have a policy in place describing supports for onsite breastfeeding or pumping for mothers who wish to do so (if the program serves infants or toddlers).

Provider Policies and Procedures

11. Enrollment including required enrollment information.
12. Care 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 provider dietary policy, if applicable. If all of the food is parent provided, the policy shall also include if the provider 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, notification of parent of ill child and whether or not the provider will care for sick children.
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 the provider using a substitute or child care staff member pursuant to 5101:2-13-08 of the Administrative Code for sick days, vacations or other time off.
 26. Policy on when the provider will require dis enrollment of a child
 27. Procedure for parents or employees to follow when needing assistance in resolving problems related to the family child care home.
 28. Policy on whether or not the provider will provide child care services to children whose parents refuse to grant consent for transportation to the source of emergency treatment.
 29. Policy on whether the program conducts formal assessments on enrolled children and if the Enrollment including required enrollment information.

-Update days and hours of operation located on the JFS 1250 Plan of Operation
 Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 10/15/2021

Rules In-Compliance/Not Verified

Rule	Status	Documenting Statement(s), If applicable
5101:2-13-14 Driver Requirements	Compliant	
5101:2-13-21 Evening and Overnight Care	Compliant	
5101:2-13-02 License Posted	Compliant	
5101:2-13-10 Health Training B	Compliant	
5101:2-13-16 Disaster Plan	Compliant	



Rule	Status	Documenting Statement(s), If applicable
5101:2-13-18 Ratio and Group Size	Compliant	
5101:2-13-18 Ratio and Group Size	Compliant	
5101:2-13-11 Indoor Space	Compliant	
5101:2-13-08 Child Care Staff Requirements	Compliant	
5101:2-13-04 Flammable and Combustible Materials in Type B Home	Compliant	
5101:2-13-25 Topical Products and Lotions	Compliant	
5101:2-13-13 Handwashing	Compliant	
5101:2-13-17 Programming	Compliant	
5101:2-13-24 On-site Pools	Compliant	
5101:2-13-12 Safe Equipment	Compliant	
Rule	Status	Documenting Statement(s), If applicable



5101:2-13-04 Fire Safety for Type B Homes	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-24 Parent Permission for Swimming	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-20 Sleep and Napping Requirements for a Licensed Family Child Care Provider	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-13 Smoke Free	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-08 Employee Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-16 Standard Precautions	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-14 Vehicle Inspections	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-08 Review Policies and Procedures	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-02 Voluntary Temporary Closure	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-22 Fluid Milk	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-14 Vehicle Requirements	Compliant	



Rule	Status	Documenting Statement(s), If applicable
5101:2-13-08 Staff Records	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-16 Incident/Injury	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-23 Diapering	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-24 Swimming Sites	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-22 Food Handling	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-19 Child Guidance	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-16 First Aid Kit	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-04 Heaters in a Type B Home	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-14 Ratio and Supervision for Field and Routine Trips	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-16 Medical, Dental, and General Emergency Requirements	Compliant	



Rule	Status	Documenting Statement(s), If applicable
5101:2-13-16 Medical, Dental, and General Emergency Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-19 School Age Supervision	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-07 Type B Provider - Foster Parent	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-13 Toothbrushing	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-19 Supervision	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-13 Clean Environment and Equipment	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-16 Communicable Diseases	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-21 Sanitary Environment and Hygiene	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-02 Information in Provider Portal	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-14 Requirements for Field and Routine Trips	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-08 Whistle Blower	Compliant	



Rule	Status	Documenting Statement(s), If applicable
5101:2-13-16 Serious Incident	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-10 Professional Development	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-20 Use of Crib and Playpen	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-15 Child's Medical	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-22 Meals and Snacks	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-08 Substitute Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-08 Substitute Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-02 Information in OCLQS	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-11 Outdoor Space	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-02 Provider Medical	Compliant	



Rule	Status	Documenting Statement(s), If applicable
5101:2-13-09 Background Checks	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5101:2-13-09 Background Checks	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5101:2-13-09 Background Checks	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5101:2-13-09 Background Checks	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5101:2-13-18 Attendance	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5101:2-13-02 Change of Location	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5101:2-13-07 Provider Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5101:2-13-03 Inspection Requirements	Compliant	