



## 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 SHIPP, BEVERLY	Program Number 000000973773852	Program Type FCC - Type B Home
Address 8021 CENTRAL AVENUE  CLEVELAND OH 44104		County CUYAHOGA

### Inspection Information

Inspection Type Compliance	Inspection Scope Full	Inspection Notice Unannounced
Inspection Date 05/29/2019	Begin Time 1:30 PM	End Time 3:30 PM
Reviewer: Peggy Henderson		

### Summary of Findings

No. Rules Verified 77	No. Rules with Non-compliances 8	No. Serious Risk 0	No. Moderate Risk 0	No. Low Risk 10
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### 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)		0	0	0
Young Toddler		0	0	0
<b>Total Under 2 Years</b>	3	0	0	0
Older Toddler		0	0	0
Preschool		0	0	0
School Age		0	0	0
<b>Total Capacity/Enrollment</b>	6	0	0	0

### Staff-Child Ratios at the Time of Inspection

Group	Age Group/Range	Ratio Observed	Comment
Beverly Shipp		1 to 0	



### 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

**No Moderate Risk Non-Compliances were observed during this inspection**

#### Low Risk Non-Compliances

**Domain: 00 License & Approvals**

Rule: 5101:2-13-02 Provider Medical

Code: The provider is required to submit documentation of the Tdap immunization.

Findings: "In review of the staff records, it was determined that the provider did not have documentation that they had received the Tdap immunization. Submit the program's corrective action plan, which includes documentation of the immunization, to verify compliance with the requirements of this rule."



Corrective Action Plan Due: 06/29/2019

**Domain: 05 Health & Safety**

Rule: 5101:2-13-16 Disaster Plan

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

Findings: On the day of the inspection, it was determined the program's written disaster plan was not provided to all child care staff and employees and was missing the information in number(s)1-16 below:

Procedures:

1. Weather emergencies and natural disasters which include severe thunderstorms, tornadoes, flash flooding, major snowfall, blizzards, ice storms or earthquakes;
2. Emergency outdoor and indoor lockdown or evacuation due to threats of violence which includes active shooter, bioterrorism or terrorism;
3. Emergency or disaster evacuations due to hazardous materials and spills, gas leaks or bomb threats;
4. Outbreaks, epidemics or other infectious disease emergencies;
5. Loss of power, water, or heat;
6. Other threatening situations that may pose a health or safety hazard to the children in the provider.

Details:

7. Shelter in place or evacuation, how the provider will care for and account for the children until they can be reunited with the parent;
8. Assisting infants and children with special needs and/or health conditions;
9. Emergency contact information for parents and the provider;
10. Procedures for notifying and communicating with parents regarding the location of the children if evacuated;
11. Procedures for communicating with parents during loss of communications, no phone or internet service available;
12. The location of supplies and procedures for gathering necessary supplies for staff and children if required to shelter in place;
13. What to do if a disaster occurs during the transport of children or when on a field trip or routine trip;
14. Training of staff or reassignment of staff duties as appropriate;
15. Updating the plan on a yearly basis;
16. Contact with local emergency management officials.

Add the missing information to the disaster plan and submit a copy and a written statement verifying corrective action.

Corrective Action Plan Due: 06/29/2019

**Domain: 05 Health & Safety**

Rule: 5101:2-13-16 Communicable Diseases

Code: The program is required to post the Ohio Communicable Disease Chart in a noticeable area.



Findings: During the inspection, it was determined that the Ohio Communicable Disease Chart was not posted for the item(s) 2 listed below:

1. In a location readily available to provider, staff and parents;
2. Version dated 12/2016.

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

Corrective Action Plan Due: 06/29/2019

**Domain: 08 Staff Files**

Rule: 5101:2-13-08 Child Care Staff Requirements

Code: The program staff is required to complete the prescribed orientation within 30 days of starting employment.

Findings: In review of the staff records, it was determined the prescribed orientation training was not completed [within thirty days of the starting employment/no documentation of completing the training after December 31, 2016] for the Child Care Staff Member(s) and/or Substitute Child Care Staff Member(s) listed on the Employee Record Chart, as required. Submit the program's corrective action plan, which includes copies of verification of training, to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 06/29/2019

**Domain: 08 Staff Files**

Rule: 5101:2-13-09 Background Checks

Code: Individuals are required to completed the background check process and obtain complete results.

Findings: "In review of the staff records, it was determined that background check requirements were incomplete for the individuals listed on the Employee Record Chart, as noted in number(s) 1 below:

1. The JFS 01176 "Program Notification of Background check Review for Child Care" was not on file at the program, but was on file at the county agency and the individual is eligible.
2. The JFS 01176 was not on file at the program, but the BCI and FBI results were on file at the program and the individual had no prohibitive offenses which did not meet the rehabilitation criteria.
3. The JFS 01176 was not on file at the program, but the BCI and FBI results were on file at the county agency and the individual had no prohibitive offenses which did not meet the rehabilitation criteria.

Submit the program's corrective action plan, which includes a statement that the correct form is now on file, to verify compliance with the requirements of this rule.

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Corrective Action Plan Due: 06/29/2019



**Domain: 08 Staff Files**

Rule: 5101:2-13-10 Health Training B

Code: The program is required to meet the health training requirements.

Findings: In review of records, it was determined the provider did not attend a current training in [Communicable Disease/Child Abuse Recognition]. Correct the violation and submit the documentation of current certification with the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 06/29/2019

**Domain: 08 Staff Files**

Rule: 5101:2-13-07 Provider Requirements

Code: The provider is required to maintain the required liability insurance or have a completed JFS 01933 "Liability Insurance Statement for Family Child Care Providers" on file for each child in care.

Findings: During the inspection, it was determined the provider did not [obtain or maintain the required liability insurance/have a completed JFS 01933 "Liability Insurance Statement for Family Child Care Providers" completed for each child in care]. Correct the violation and submit proof of insurance with the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 06/29/2019

**Domain: 08 Staff Files**

Rule: 5101:2-13-07 Provider Requirements

Code: The program's written policies and procedures are to be given to all parents and employees and be available at the program.

Findings: During the inspection, it was determined the written policies and procedures were not [given to parents/all employees/available at the program] as required. A copy must be made available onsite for review. Submit the program's corrective action plan to verify compliance with this rule.

Corrective Action Plan Due: 06/29/2019

**Domain: 08 Staff Files**

Rule: 5101:2-13-07 Provider Requirements

Code: The provider is required to create, maintain, and implement the policies and procedures outlined in appendix C of this rule.



Findings: It was determined the provider was not responsible for creating, maintaining or implementing the policies and procedures detailed in appendix C of this rule. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 06/29/2019

**Domain: 10 Written Policies & Procedures**

Rule: 5101:2-13-07 Provider Requirements

Code: The program's written policies and procedures are to be given to all parents and employees and be available at the program.

Findings: During the inspection, it was determined the written policies and procedures were not [given to parents/all employees/available at the program] as required. A copy must be made available onsite for review. Submit the program's corrective action plan to verify compliance with this rule.

Corrective Action Plan Due: 06/29/2019

**Rules In-Compliance/Not Verified**

Rule	Status	Documenting Statement(s), If applicable