



## 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 JONES, LATAVIA	Program Number 000000993546289	Program Type FCC - Type B Home
Address 958 E 17TH AVE  columbus OH 43211		County FRANKLIN

Inspection Information		
Inspection Type Compliance	Inspection Scope Full	Inspection Notice Unannounced
Inspection Date 08/26/2021	Begin Time 12:05 PM	End Time 12:20 PM
Inspection Date 08/31/2021	Begin Time 10:10 AM	End Time 11:20 AM
Reviewer: Meia Wright		
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Summary of Findings				
No. Rules Verified 78	No. Rules with Non-compliances 6	No. Serious Risk 0	No. Moderate Risk 2	No. Low Risk 4

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)		2	1	3
Young Toddler		0	0	0
<b>Total Under 2 Years</b>	3	2	1	3
Older Toddler		1	0	1
Preschool		3	0	3
School Age		0	5	5
<b>Total Capacity/Enrollment</b>	6	4	5	12

Staff-Child Ratios at the Time of Inspection			
Group	Age Group/Range	Ratio Observed	Comment
Latavia Jones		2 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: 08 Staff Files

Rule: 5101:2-13-09 Background Checks

Code: The program is required to have background checks for all staff and residents over 18 years of age.

Findings: In review of staff records, it was determined that background checks were not requested for the person listed on the Employee Record Chart as noted in number 1 below:

1. Submitting the request for a background check for child care in the OPR;
2. Submitting fingerprints electronically according to the process established by the BCI.

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

Corrective Action Plan Due: 09/30/2021

##### 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 for administering medication to a child as noted in number 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.
- 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: 09/30/2021

#### Low Risk Non-Compliances

##### Domain: 02 Safe & Sanitary Environment

Rule: 5101:2-13-12 Safe Environment

Code: The program is required to have running water below the temperature of 120 degrees Fahrenheit.

Findings: During the inspection, it was determined the water temperature was 138 in the program restroom. This temperature exceeds the requirement of remaining below 120 degrees Fahrenheit. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 09/30/2021



**Domain: 08 Staff Files**

Rule: 5101:2-13-07 Provider Requirements

Code: The provider is required to maintain current employee and resident records in the Ohio Professional Registry.

Findings: During the inspection, it was determined that employment records were not entered or updated within five calendar days of the change in the Ohio Professional Registry (OPR) as noted in number 3 below:

1. At least one employee or child care staff member (including substitutes) had not created an employment record in the OPR for the program.
2. At least one resident had not created an employment record in the OPR for the family child care provider within five days of becoming a resident or turning eighteen.
3. The provider had not assigned at least one employee, child care staff member (including substitutes), or resident to the program's organization dashboard.
4. At least one individual's schedule was not current.
5. At least one individual's position or role was not current.
6. At least one individual's employment or residence had not been end dated.
- 7 .Other: [ ]

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

Corrective Action Plan Due: 09/30/2021

**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 3 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.

Corrective Action Plan Due: 09/30/2021



## 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 3 & 18 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.

Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 09/30/2021

### Rules In-Compliance/Not Verified

Rule	Status	Documenting Statement(s), If applicable
5101:2-13-14 Driver Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-21 Evening and Overnight Care	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-02 License Posted	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-23 Infant Daily Care	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-10 Health Training B	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-15 JFS 01234 'Child Enrollment and Health Information'	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-16 Disaster Plan	Compliant	



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





5101:2-13-20 Crib and Playpen Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-14 Vehicle Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-11 Fall Zone	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
5101:2-13-12 Pets	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
5101:2-13-11 Outdoor Equipment	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
5101:2-13-25 Medication Storage	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
5101:2-13-23 Infant Bottle and Food Preparation	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-13-13 Toothbrushing	Compliant	



Rule	Status	Documenting Statement(s), If applicable
5101:2-13-17 Materials and Equipment	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
5101:2-13-15 Health Conditions	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
5101:2-13-18 Attendance	Compliant	

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

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