



Program Details

Program Type: Pre School	Program Name: St James	Program Number: 1000018537
Address: 400 W Lisbon St Waynesburg OH 44688		County: STARK
Organization Name: Youngstown Diocese	Org IRN: 052563	Site IRN: 060095

Inspection Information

Inspection Type: Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 10/05/2017	Begin Time: 9:35 AM	End Time: 11:05 AM

The most recent written compliance reports and the program's corrective action plan shall remain posted in a conspicuous place near the posted program license until the next compliance report is received from the department

Note: All documented non-compliances are grouped as Serious, Moderate and Low risk violations. A serious risk non-compliance may impact a program's Step up to Quality rating.

Summary of Findings

Number of Rules Verified: 198	Number of Rules with Non-Compliances: 3	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 0	Low Risk Non-Compliances: 3

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

No Moderate Risk Non-Compliances were observed during this inspection



Low Risk Non-Compliances

Domain: 08 Staff Files

Rule: 3301-37:04 Employee Medical

Code: This rule requires preschool staff members to have a medical statement on file.

Findings: During the inspection and review of staff files one or more staff members did not have a medical statement on file.

A medical statement for the educational assistant was not available for review. The program was cited last year for this staff member not having a medical statement available for inspection.

Corrective Action Plan Due: 11/08/2017

Domain: 10 Written Policies & Procedures

Rule: 3301-37:11 Staff Communicable Disease Training

Code: This rule requires a person trained to recognize the common signs of communicable disease or other illness to observe each child daily as he enters a group.

Findings: A person trained to recognize the common signs of communicable disease or other illness was not available to observe each child daily as he enters a group.

Staff reported that they recently completed the communicable disease training. They have not yet received their certificates for completing this course. Technical assistance was provided today.

Corrective Action Plan Due: 11/08/2017

Domain: 10 Written Policies & Procedures

Rule: 3301-37:07 Management of Communicable Disease Policy

Code: This rule requires that in each building there shall be readily available at all times at least one preschool staff member who has completed a course in the prevention, recognition, and management of communicable diseases.

Findings: Program policies and procedures do not state that at least one preschool staff member with current



prevention, recognition, and management of communicable disease training is available at all times.

Staff reported that they completed training in the prevention, recognition and management of communicable diseases several weeks ago. Staff has not yet received their certificate for this training. Technical assistance was provided today.

Corrective Action Plan Due: 11/08/2017

Rules in Compliance/Not Verified

Rule: 3301-37:03 Philosophy and Goals	<i>Compliant</i>
Rule: 3301-37:04 Part-time Staff Training Hour Requirement	<i>Compliant</i>
Rule: 3301-37:04 Head Teacher Acting As A Director Qualifications	<i>Compliant</i>
Rule: 3301-37 10:Behavior Management/Discipline Policy Requirements	<i>Compliant</i>
Rule: 3301-37:06 Sufficient First Aid Supplies	<i>Compliant</i>
Rule: 3301-37:06 Protective Mats	<i>Compliant</i>
Rule: 3301-37:10 Behavior Management/Discipline Policy Ensures Well Being Of Individuals	<i>Compliant</i>
Rule: 3301-37:11 Parent Notification Of Child Illness	<i>Compliant</i>
Rule: 3301-37:06 Storage Of Cleaning Supplies	<i>Compliant</i>
Rule: 3301-37:08 Health Record: Immunization Record	<i>Compliant</i>
Rule: 3301-37:09 Snack Nutritional Requirements	<i>Compliant</i>
Rule: 3301-37:08 Child Medical Statement Signed By Medical Personnel	<i>Compliant</i>
Rule: 3301-37:07 Unlimited Parent Access	<i>Compliant</i>



Rule: 3301-37:08 Health Record: List Of Diseases	<i>Compliant</i>
Rule: 3301-37:04 Maximum Group Size by age of children	<i>Compliant</i>
Rule: 3301-37:08 Injury Notification and Reports	<i>Compliant</i>
Rule: 3301-37:07 Emergency Procedure Postings	<i>Compliant</i>
Rule: 3301-37:09 Menus	<i>Compliant</i>
Rule: 3301-37:08 Health Record: List Of Medications	<i>Compliant</i>
Rule: 3301-37:07 Cumulative Record Requirements	<i>Compliant</i>
Rule: 3301-37:07 Medication Administration Requirements	<i>Compliant</i>
Rule: 3301-37:05 Play Space: Defined	<i>Compliant</i>
Rule: 3301-37:04 Staff Annual Training Year	<i>Compliant</i>
Rule: 3301-37:07 Supervision Requirements	<i>Compliant</i>
Rule: 3301-37:04 Non-guilty/non-Conviction Statement	<i>Compliant</i>
Rule: 3301-37:04 Staff In-service Training Areas	<i>Compliant</i>
Rule: 3301-37:04 Non-guilty/Non-Conviction Statement	<i>Compliant</i>
Rule: 3301-37:11 Symptoms of Illness	<i>Compliant</i>
Rule: 3301-37:07 Program Policy Approval	<i>Compliant</i>
Rule: 3301-37:03 Daily Schedule	<i>Compliant</i>
Rule: 3301-37:02 Compliance and Corrective Action	<i>Compliant</i>



Rule: 3301-37:11 Notification To Parents: Exposed To Communicable Disease	<i>Compliant</i>
Rule: 3301-37:07 Record of Drills	<i>Compliant</i>
Rule: 3301-37:07 Group Rosters	<i>Compliant</i>
Rule: 3301-37:07 Staff Reference Checks	<i>Compliant</i>
Rule: 3301-37:04 In-service Trainer Requirements	<i>Compliant</i>
Rule: 3301-37:09 Snack Choices From Two Food Groups	<i>Compliant</i>
Rule: 3301-37:10 Staff Receive Behavior Management and Discipline Policy	<i>Compliant</i>
Rule: 3301-37:11 Reasons to isolate and discharge child at some during the day	<i>Compliant</i>
Rule: 3301-37:07 Transportation Policies	<i>Compliant</i>
Rule: 3301-37:05 Indoor and Outdoor Play Space	<i>Compliant</i>
Rule: 3301-37:05 Maintaining Staff/Child Ratio	<i>Compliant</i>
Rule: 3301-37:07 Written Policies	<i>Compliant</i>
Rule: 3301-37:11 Communicable Disease Policy: Isolating And Discharging An Ill Child	<i>Compliant</i>
Rule: 3301-37:07 Program Rosters	<i>Compliant</i>
Rule: 3301-37:06 Furniture, Materials, And Equipment	<i>Compliant</i>
Rule: 3301-37:04 Staff Training Hour Requirement: Associates Degree Or Higher	<i>Compliant</i>
Rule: 3301-37:05 Phone Availability	<i>Compliant</i>
Rule: 3301-37:07 Developmental Planning	<i>Compliant</i>



Rule: 3301-37:10 Behavior Management/Discipline Policy Requirements	<i>Compliant</i>
Rule: 3301-37:04 Staff Annual 10 Hours of Training Requirement	<i>Compliant</i>
Rule: 3301-37:04 Supervision of Children	<i>Compliant</i>
Rule: 3301-37:05 Annual fire Inspection	<i>Compliant</i>
Rule: 3301-37:07 First-aid Facilities and Materials	<i>Compliant</i>
Rule: 3301-37:11 Isolating And Discharging An Ill Child	<i>Compliant</i>
Rule: 3301-37:04 Availability Of Second Adult	<i>Compliant</i>
Rule: 3301-37:11 Communicable Disease Chart	<i>Compliant</i>
Rule: 3301-37:03 Progress Reporting and Parent Conferences	<i>Compliant</i>
Rule: 3301-37:08 Attendance, Admission And Withdrawal Records	<i>Compliant</i>
Rule: 3301-37:07 Behavior Management and Discipline Policy	<i>Compliant</i>
Rule: 3301-37:07 Emergency Phone Numbers	<i>Compliant</i>
Rule: 3301-37:04 Nontax-Supported, Nonpublic School Teacher Qualifications	<i>Compliant</i>
Rule: 3301-37:07 Child Abuse Recognition and Prevention	<i>Compliant</i>
Rule: 3301-37:04 Staff Summon A Second Staff Member	<i>Compliant</i>
Rule: 3301-37:07 Admission and Withdrawal Policies	<i>Compliant</i>
Rule: 3301-37:07 Medical and Dental Emergency Postings	<i>Compliant</i>
Rule: 3301-37:08 Cumulative Record	<i>Compliant</i>



Rule: 3301-37:05 Supervising Children To And From Play Areas	<i>Not Verified</i>
Rule: 3301-37:04 Nonpublic Director Qualifications	<i>Compliant</i>
Rule: 3301-37:04 Staff Physically Present To Maintain Ratio	<i>Compliant</i>
Rule: 3301-37:10 Parents Receive Behavior Management and Discipline Policy	<i>Compliant</i>
Rule: 3301-37:07: njury Reporting	<i>Compliant</i>
Rule: 3301-37:06 Safe And Sanitary Furniture, Materials, Equipment	<i>Compliant</i>
Rule: 3301-37:11 Communicable Disease Policy: Readmittance	<i>Compliant</i>
Rule: 3301-37:05 Indoor Space: Square Footage, Exclusions, Group Size and Barriers	<i>Compliant</i>
Rule: 3301-37:08 Health Record: List Of Allergies	<i>Compliant</i>
Rule: 3301-37:08 Health record: Emergency Medical And Dental Care	<i>Compliant</i>
Rule: 3301-37:07 First-aid Training	<i>Compliant</i>
Rule: 3301-37:08 Health Record: Emergency Transportation Permission	<i>Compliant</i>
Rule: 3301-37:03 Written Curriculum	<i>Compliant</i>
Rule: 3301-37:07 Injury Logs	<i>Compliant</i>
Rule: 3301-37:07 Staff Policies	<i>Compliant</i>
Rule: 3301-37:07 Health and Safety Procedures: ODE Funded Programs	<i>Compliant</i>
Rule: 3301-37:08 Child Medical Statement	<i>Compliant</i>



Rule: 3301-37:06 Ease Of Reaching Play Materials	<i>Compliant</i>
Rule: 3301-37:07 Developmental Materials And Equipment	<i>Compliant</i>
Rule: 3301-37:08 Health record: Physician and Dentist Information	<i>Compliant</i>
Rule: 3301-37:04 Staff Age and Minimum Education Requirements	<i>Compliant</i>
Rule: 3301-37:05 Play Space: Protection From Falls And Drainage	<i>Compliant</i>
Rule: 3301-37:09 Snack Service Time	<i>Compliant</i>
Rule: 3301-37:08 Health Record: Medical Statement	<i>Compliant</i>
Rule: 3301-37:08 Required Cumulative and Immunization Records Due Dates	<i>Compliant</i>
Rule: 3301-37:07 Hand washing	<i>Compliant</i>
Rule: 3301-37:07 Management of Communicable Disease Policy B	<i>Compliant</i>
Rule: 3301-37 10:Staff Responsibility For Behavior Management/Discipline	<i>Compliant</i>
Rule: 3301-37:08 Health Record: Chronic Health Problems	<i>Compliant</i>
Rule: 3301-37:04 Staff In-service Training	<i>Compliant</i>
Rule: 3301-37:08 Health Record: Authorization To Administer Medication	<i>Compliant</i>
Rule: 3301-37:04 Seven Or More Children In Attendance	<i>Compliant</i>
Rule: 3301-37:05 Play Space: Free Of Hazards	<i>Compliant</i>
Rule: 3301-37:11 Communicable Disease Policy	<i>Compliant</i>
Rule: 3301-37:03 Parent Handbook	<i>Compliant</i>



Rule: 3301-37:11 Communicable Disease Policy: Parent Notification Of Illness	<i>Compliant</i>
Rule: 3301-37:05 Facility Requirements	<i>Compliant</i>
Rule: 3301-37:04 Head Teacher Qualifications	<i>Compliant</i>
Rule: 3301-37:04 Criminal Background Check Requirements	<i>Compliant</i>
Rule: 3301-37:11 Communicable Disease Policy: Means Of Training Staff	<i>Compliant</i>
Rule: 3301-37:10 Discipline Restrictions	<i>Compliant</i>
Rule: 3301-37:07 Health and Safety Procedures	<i>Compliant</i>
Rule: 3301-37:07 Policy Implementation	<i>Compliant</i>
Rule: 3301-37:06 Electrical Fans	<i>Compliant</i>
Rule: 3301-37:11 Mildly Ill Child Procedures	<i>Compliant</i>
Rule: 3301-37:07 Staff Awareness of Child Records	<i>Compliant</i>
Rule: 3301-37:05 Play Space: Protection From Falls and Drainage	<i>Compliant</i>
Rule: 3301-37:07 Policy Minimum Requirements	<i>Compliant</i>