



Program Details

Program Type: Pre School	Program Name: Bethany Lutheran School	Program Number: 1000019347
Address: 6041 Ridge Rd Parma OH 44129		County: CUYAHOGA
Organization Name: Lutheran Schools Of Ohio	Org IRN: 052597	Site IRN: 060301

Inspection Information

Inspection Type Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 12/05/2018	Begin Time: 9:30 AM	End Time: 12:00 PM

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: 195	Number of Rules with Non-Compliances: 10	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 1	Low Risk Non-Compliances: 9

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

Domain: 01 Ratio & Supervision



Rule: 3301-37:04 Staff Physically Present To Maintain Ratio

Code: This rule requires preschool staff to be physically present with the children at all times to meet staff member/child ratio requirements.

Findings: During the inspection it was observed that sufficient preschool staff members were not physically present with children to meet staff member/child ratio requirements. Parent volunteers were taking students to holiday shop. Staff members need to be present at all times with preschool students.

Corrective Action Plan Due: 01/05/2019

Low Risk Non-Compliances

Domain: 03 Postings & Equipment

Rule: 3301-37:09 Menus

Code: This rule requires current menus for the week to be posted in a conspicuous place and to reflect all meals and snacks served by the program. Any substitute foods served are to be from the same basic food group and are to be recorded on the posted menu on the day the substitute food is served.

Findings: At the time of the inspection menus for the week were not posted. Snacks provided should be recorded and posted for parent review.

Domain: 06 Program Information

Rule: 3301-37:03 Progress Reporting and Parent Conferences

Code: This rule requires children's developmental progress to be reviewed and reported to parent(s) at established intervals.

Findings: During the inspection there was no evidence that parent/teacher conferences are held twice a year.

Domain: 08 Staff Files

Rule: 3301-37:04 Non-guilty/non-Conviction Statement

Code: This rule requires staff to sign an annual non-guilty non-conviction statement.

Findings: During the inspection and review of staff files one or more staff members did not have a signed annual non-guilty/non-conviction statement on file for review.

Domain: 08 Staff Files



Rule: 3301-37:04 Staff Annual 10 Hours of Training Requirement

Code: This rule requires preschool staff members licensed by the department to complete ten annual clock hours, which may be part of the professional development plan in accordance with Chapter 3301-24 of the Administrative Code. Annual completion refers to the school year, from July first to June thirtieth.

Findings: During the inspection and a review of staff files, staff who are licensed by the department did not have documentation of completing ten annual clock hours.

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.

Domain: 09 Children's Files

Rule: 3301-37:08 Cumulative Record

Code: This rule requires the cumulative record of each child to include names, addresses, and telephone numbers of two persons to contact in an emergency if the parent cannot be located.

Findings: A review of children cumulative records revealed that the names of two emergency contact persons were not obtained for each child.

Domain: 09 Children's Files

Rule: 3301-37:08 Health record: Physician and Dentist Information

Code: This rule requires the health record of each child to include the names, addresses, and telephone numbers of the child's physician and dentist in case of emergency.

Findings: The health record of each child did not include the names, addresses, and telephone numbers of the child's physician and dentist in case of emergency.

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: In a review of staff files, no staff member has valid communicable disease training.

Domain: 10 Written Policies & Procedures

Rule: 3301-37:07 Behavior Management and Discipline Policy

Code: This rule requires a program to have behavior management/discipline policies which at a minimum meet the requirements of rule 3301-37-10 of the Administrative Code;

Findings: The behavior management and discipline policy does not include all the minimum requires stated in rule 3301-37-10 (Behavior management/discipline) of the Administrative Code. The behavior management policy should include licensing requirements, 3301-37-10, A, D 1-10 and F.

Rules in Compliance/Not Verified

Rule: 3301-37:03 Philosophy and Goals	<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: 3301-37:04 Director Responsibilities And Onsite Time	<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: 3301-37:08 Child medical statement: child with disability	<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: 3301-37:08 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: 3301-37:03 Nap/Rest-Time: Cot Requirements And Flexible Schedule	<i>Compliant</i>
Rule: 3301-37:04 Staff In-service Training Areas	<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: 3301-37:04 Non Public School Substitute Qualifications	<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: 3301-37:11 Staff Communicable Disease Training	<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>Not Verified</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: 3301-37:06 Electrical Outlets	<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: 3301-37:08 Attendance, Admission And Withdrawal Records	<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: 3301-37:07 Services to Children With Disabilities	<i>Compliant</i>
Rule: 3301-37:05 Supervising Children To And From Play Areas	<i>Compliant</i>
Rule: 3301-37:04 Nonpublic Director Qualifications	<i>Compliant</i>
Rule: 3301-37:10 Parents Receive Behavior Management and Discipline Policy	<i>Compliant</i>
Rule: 3301-37:07: Injury 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: 3301-37:08 Child Medical Statement	<i>Compliant</i>
Rule: 3301-37:03 Nap/Rest-Time Requirements	<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: 3301-37:04 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>Not Verified</i>
Rule: 3301-37:08 Health Record: Chronic Health Problems	<i>Compliant</i>
Rule: 3301-37:04 Staff In-service Training	<i>Not Verified</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>Not Verified</i>
Rule: 3301-37:07 Health and Safety Procedures	<i>Compliant</i>
Rule: 3301-37:07 Policy Implementation	<i>Compliant</i>
Rule: 3301-37:04 Combined Age Groups and Staff/Child Ratios	<i>Compliant</i>
Rule: 3301-37:11 Mildly Ill Child Procedures	<i>Compliant</i>
Rule: 3301-37:09 Nutritional Information For Parents Providing Snacks	<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>