



## Licensing Inspection Full Report

Program Details		
Program Type: Pre School	Program Name: Hillsboro Christian Academy	Program Number: 1180017204
Address: 849 S High St  Hillsboro OH 45133		County: HIGHLAND
Organization Name: Hillsboro Christian Academy	Org IRN: 011492	Site IRN: 011492

Inspection Information		
Inspection Type Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 05/12/2021	Begin Time: 12:45 PM	End Time: 1:45 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: 196	Number of Rules with Non-Compliances: 1	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 0	Low Risk Non-Compliances: 1

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: 09 Children's Files**

Rule: 3301-37:08 Health Record: Emergency Transportation Permission

Code: This rule requires the health record of each child to include permission from the parent for emergency transportation.

Findings: Permission for emergency transportation was not documented for each child.

Corrective Action Plan Due: 06/23/2021

### Rules in Compliance/Not Verified

Rule: 3301-37:04 Seven Or More Children In Attendance	Compliant
Rule: 3301-37:04 Nap Time: Staff Presence	Compliant
Rule: 3301-37:04 Nap Time: Staff Able To Summon Other Adults	Compliant
Rule: 3301-37:04 Nap Time: Accessible Staff	Compliant
Rule: 3301-37:04 Nap Time: Open Wall Space And Staff Supervision	Compliant
Rule: 3301-37:05 Supervising Children To And From Play Areas	Compliant
Rule: 3301-37:04 Extended Day Child Care Ratio	Compliant
Rule: 3301-37:04 Maximum Group Size by age of children	Compliant
Rule: 3301-37:04 Special Education Staff/Child Ratios	Compliant



<b>Rule: 3301-37:04 Combined Age Groups</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Nap/Rest Time Ratio</b>	<i>Compliant</i>
<b>Rule: 3301-37:05 Maintaining Staff/Child Ratio-Large Motor Space</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Staff Physically Present To Maintain Ratio</b>	<i>Compliant</i>
<b>Rule: 3301-37:06 Storage Of Cleaning Supplies</b>	<i>Compliant</i>
<b>Rule: 3301-37:06 Sanitizing Cots</b>	<i>Compliant</i>
<b>Rule: 3301-37:05 Annual fire Inspection</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Medical and Dental Emergency Postings</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Emergency Phone Numbers</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Communicable Disease Chart</b>	<i>Compliant</i>
<b>Rule: 3301-37:06 Furniture, Materials, And Equipment</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Record of Drills</b>	<i>Compliant</i>
<b>Rule: 3301-37:02 Compliance and Corrective Action</b>	<i>Compliant</i>
<b>Rule: 3301-37:06 Cots</b>	<i>Compliant</i>
<b>Rule: 3301-37:09 Menus</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Emergency Procedure Postings</b>	<i>Compliant</i>
<b>Rule: 3301-37:05 Facility Requirements</b>	<i>Compliant</i>



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<b>Rule: 3301-37:05 Indoor Space: Square Footage, Exclusions, Group Size and Barriers</b>	<i>Compliant</i>
<b>Rule: 3301-37:05 Large Motor Play Space</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Swimming: Lifeguard Certification</b>	<i>Compliant</i>
<b>Rule: 3301-37:05 Phone Availability</b>	<i>Compliant</i>
<b>Rule: 3301-37:06 Use Of Space Heaters</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Injury Logs</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Nap Time Preparations Complete</b>	<i>Compliant</i>
<b>Rule: 3301-37:06 Protective Mats</b>	<i>Compliant</i>
<b>Rule: 3301-37:06 Electrical Fans</b>	<i>Compliant</i>
<b>Rule: 3301-37:06 Ease Of Reaching Play Materials</b>	<i>Compliant</i>
<b>Rule: 3301-37:06 First Aid Supplies</b>	<i>Compliant</i>
<b>Rule: 3301-37:09 Snack Nutritional Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:09 Use Of Powdered Milk For Snacks</b>	<i>Compliant</i>
<b>Rule: 3301-37:09 Nutritious Snack Choices Provided</b>	<i>Compliant</i>
<b>Rule: 3301-37:09 Meals Provided To Children Who Attend Four Or More Hours</b>	<i>Compliant</i>
<b>Rule: 3301-37:09 Meal Nutritional Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:09 Use Of Powdered Milk For Meals</b>	<i>Compliant</i>
<b>Rule: 3301-37:09 Meal Service Time</b>	<i>Compliant</i>



<b>Rule: 3301-37:09 Snack Service Time</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Annual Rosters</b>	<i>Compliant</i>
<b>Rule: 3301-37:03 Philosophy and Goals</b>	<i>Compliant</i>
<b>Rule: 3301-37:03 Written Curriculum</b>	<i>Compliant</i>
<b>Rule: 3301-37:03 Daily Schedule</b>	<i>Compliant</i>
<b>Rule: 3301-37:03 Nap/Rest-Time Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:03 Nap/Rest-Time: Cot Requirements And Flexible Schedule</b>	<i>Compliant</i>
<b>Rule: 3301-37:03 Progress Reporting and Parent Conferences</b>	<i>Compliant</i>
<b>Rule: 3301-37:03 Parent Handbook</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Attendance Records</b>	<i>Compliant</i>
<b>Rule: 3301-37:09 Food License</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Non-guilty/non-Conviction Statement</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Staff Medical Statement</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Criminal Background Check Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Additional Background Check for Sex Offender Registry Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Staff Under 18 Years Old Education Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Responsibilities And Onsite Time</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Staff In-service Training</b>	<i>Compliant</i>



<b>Rule: 3301-37:04 Director Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Special Education Director Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Nonpublic Director Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Head Teacher Acting As A Director Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Teacher Qualifications: Publicly Funded Programs</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Teacher Qualifications: Operated By Public School</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Head Teacher Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Special Education Teacher Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Nontax-Supported, Nonpublic School Teacher Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Extended Day Child Care Staff Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Non Public School Substitute Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Public School Substitute Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Staff In-service Training Areas</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Staff Annual Training Year</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Part-time Staff Training Hour Requirement</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Staff Annual 10 Hours of Training Requirement</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Staff Training Hour Requirement: Associates Degree Or Higher</b>	<i>Compliant</i>



<b>Rule: 3301-37:04 In-service Trainer Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 First-aid Training</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Communicable Disease Training</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Staff Trained to Recognize Communicable Disease</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Child Abuse Recognition and Prevention Training</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Volunteers</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Annual Roster Permission</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Child Medical Statement</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Child Medical Statement Signed By Medical Personnel</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Child medical statement: child with disability</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Cumulative Record</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Health Record: Authorization To Administer Medication</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Health Record: Chronic Health Problems</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Health record: Emergency Medical And Dental Care</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Health Record: Immunization Record</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Health Record: List Of Allergies</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Health Record: List Of Diseases</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Health Record: List Of Medications</b>	<i>Compliant</i>



<b>Rule: 3301-37:08 Health Record: Medical Statement</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Health record: Physician and Dentist Information</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Injury Notification</b>	<i>Compliant</i>
<b>Rule: 3301-37:08 Required Cumulative and Immunization Records Due Dates</b>	<i>Compliant</i>
<b>Rule: 3301-37 10:Staff Responsibility For Behavior Management/Discipline</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Behavior Management and Discipline Policy</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Admission and Withdrawal Policies</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Developmental Materials And Equipment</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Developmental Planning</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 First-aid Facilities and Materials</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Hand washing</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Health and Safety Procedures</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Health and Safety Procedures: ODE Funded Programs</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Management of Communicable Disease Policy</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Medication Administration Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Policy Implementation</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Policy Minimum Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Program Policy Approval</b>	<i>Compliant</i>





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<b>Rule: 3301-37:07 Program Rosters</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Services to Children With Disabilities</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Staff Awareness of Child Records</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Staff Policies</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Staff Reference Checks</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Supervision Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Transportation Policies</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Unlimited Parent Access</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Written Policies</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Cumulative Record Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:07: Injury Procedures</b>	<i>Compliant</i>
<b>Rule: 3301-37:10 Behavior Management/Discipline Policy Ensures Well Being Of Individuals</b>	<i>Compliant</i>
<b>Rule: 3301-37:10 Behavior Management/Discipline Policy Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:10 Discipline Restrictions</b>	<i>Compliant</i>
<b>Rule: 3301-37:10 Parents Receive Behavior Management and Discipline Policy</b>	<i>Compliant</i>
<b>Rule: 3301-37:10 Staff Receive Behavior Management and Discipline Policy</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Communicable Disease Policy</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Communicable Disease Policy: Isolating And Discharging An Ill Child</b>	<i>Compliant</i>



<b>Rule: 3301-37:11 Communicable Disease Policy: Means Of Training Staff</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Communicable Disease Policy: Readmittance</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Communicable Disease Policy: Parent Notification Of Illness</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Isolating And Discharging An Ill Child</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Mildly Ill Child Procedures</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Notification To Parents: Exposed To Communicable Disease</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Parent Notification Of Child Illness</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Reasons to isolate and discharge child at some point during the day</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Symptoms of Illness</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Supervision of Children</b>	<i>Compliant</i>
<b>Rule: 3301-37:06 Safe And Sanitary Furniture, Materials, Equipment</b>	<i>Compliant</i>
<b>Rule: 3301-37:09 Snack Choices From Two Food Groups</b>	<i>Compliant</i>
<b>Rule: 3301-37:06 Electrical Outlets</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Staff Age and Minimum Education Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Maximum group size exceeded</b>	<i>Compliant</i>
<b>Rule: 5101:2-12-2.2 Transitional Pandemic Requirements</b>	<i>Compliant</i>