

# Approved Child Day Camp Inspection Full Report

Approved child day camp programs are inspected at least once each year. Non-compliances are documented in the inspection report and may include documenting statements and supplemental information. Inspection reports 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 Hilltop YMCA Day Camp	Program Number 2210024404	Program Type Day Camp
Address 2879 Valleyview Dr  Columbus OH 43204		County FRANKLIN
Building Approval Date	Use Group/Code	Occupancy Limit
Fire Inspection Approval Date	Food Service Risk Level	

Inspection Information		
Inspection Type Annual	Inspection Scope Full	Inspection Notice Unannounced
Inspection Date 06/10/2021	Begin Time 2:00 PM	End Time 3:00 PM
Reviewer(s) Tricia Tyrell		

Summary of Findings	
No. Rules Verified 52	No. Rules with Non-compliances 10

*Ohio Administrative Code 5101: 2-18-04-03 details the process for submitting a request for a review if a program disagrees with an inspection finding.*

Enrollment at the Time of Inspection			
Age Group	Enrollment		
	Full Time	Part Time	Total
Total Enrollment	35	0	35

Staff-Child Ratios at the Time of Inspection			
Group	Age Group/Range	Ratio Observed	Comment
Group 1	School-Age to < 11 years	1 to 14	
Group 1	School-Age to < 11 years	1 to 14	
Group 2	School-Age to < 11 years	4 to 21	
Group 2	School-Age to < 11 years	4 to 21	

Summary of Non-Compliances
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## Non-Compliances

### Domain: 23 Medication

Rule: 5101:2-18-11 Medication and special health needs

Code: Approved day camps must appropriately store and administer medications.

Findings: "During the inspection it was determined that requirements for the administration of medications were not met in the number(s) 1 below:

1. A prescription medication was not stored in the original container with a label that includes the child's full name, a current dispensing date within the previous twelve months, and exact dosage and directions for use.
2. A medication or topical product was administered for a period of time beyond the date indicated by the physician, physician's assistant, advanced practice nurse certified to prescribe medication, or licensed dentist, on the prescription label, for twelve months from the date on the form, or after the expiration date on the medication, whichever comes first.
3. A non-prescription medication was not stored in the original container with a manufacturer's label containing directions based on the age and/or weight of the child.
4. A nonprescription medication dosage exceeded the prescribed dosage or the manufacturer's recommended dosage.
5. Written permission to administer the medication was not obtained from the parent.

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

Corrective Action Plan Due: 07/15/2021

### Domain: 23 Medication

Rule: 5101:2-18-11 Medication and special health needs

Code: A written medical care plan shall be used for children with a condition or diagnosis that requires specific care and/or intervention by child day camp staff.

Findings: "During the inspection, it was determined that the approved child day camp did not follow the process for a medical care plan in that the child day camp did not complete items in number(s) 1 and 2 below:

1. Ensure the parent completes and signs a written medical care plan for each condition per child.
2. Review the written medical care plan for completeness and ensure the medical care plan is signed by an administrator or designee.
3. Implement and follow all requirements of each child's medical care plan.
4. Ensure the medical care plan is signed by any trained child day camp staff member who is providing care to the child.
5. Maintain a current medical care plan for any child who requires one, in a location that can be easily and quickly accessed at all times, including on field trips and when the child is off-site.
6. The written medical care plan shall be on file with the approved child day camp by the first day of attendance or upon confirmation of a health condition.
7. If the approved child day camp suspects that a child has a health condition, the camp may require a physician's statement within a designated timeframe.
8. Only staff members trained by the parent or a certified professional shall be permitted to perform medical procedures.

9. There shall be a trained staff member on-site at all times whenever a child who has a health condition is present. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Corrective Action Plan Due: 07/15/2021

**Domain: 25 Safe and Sanitary**

Rule: 5101:2-18-13 Safe and Sanitary Equipment and Environment  
Code: Approved child day camps must maintain a safe environment.

Findings: "During the inspection, it was determined that the environment was unsafe and did not meet the requirements in number(s) 5 below:

1. Illegal drugs and substances were be on the premises.
  2. Alcohol was accessible to children and/or kept in areas used by children.
  3. Buildings used by children did not maintain an indoor temperature of at least sixty-five degrees Fahrenheit.
  4. Buildings used by children exceeded eighty-five degrees Fahrenheit, and ventilation that produces air movement, or air conditioning, was not provided.
  5. Children were not protected from any items and conditions which threaten their health, safety and well being, including but not limited to: electrical cords, extension cords, lead hazards, asbestos, wells, traffic, employee's personal belongings and other environmental hazards and dangerous situations.
  6. Cleaning agents and all other chemical substances were not stored in a designated area in their original containers and/or clearly labeled.
  7. Children used cleaning supplies without adult supervision.
  8. Specialized activity equipment that is potentially hazardous in nature, such as, but not limited to, bows and arrows, air guns, sharp tools etc, were not stored in a location that is locked and/or were accessible to children when the equipment was not in use.
  9. Children had access to specialized activity areas without supervision by qualified child day camp staff members.
  10. Safety zones and boundaries shall be required for all specialized activities, as necessary. All persons who may be close to the area for any reason must be aware of and oriented to the safety zones and boundaries.
- Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Corrective Action Plan Due: 07/15/2021

**Domain: 26 Staff Requirements**

Rule: 5101:2-18-08 Professional Development  
Code: Administrators and lead counselors are required to have ongoing professional development training.

Findings: During the inspection, it was determined that (administrator/lead counselors) did not meet professional development requirements in that they did not complete a minimum of five hours of professional development. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 07/16/2021

**Domain: 26 Staff Requirements**

Rule: 5101:2-18-08 Professional Development

Code: Training and professional development verification must be documented appropriately.

Findings: During the inspection, it was determined that training or professional development requirements were not met because required training was not documented appropriately, in that 1a.

(1) The trainings shall be documented by one of the following: (a) Verification from the Ohio professional registry (OPR). (b) Training cards issued by organizations approved by ODJFS or the ACA or similar camp accrediting body approved by ODJFS for first aid, CPR or prevention, recognition and management of communicable disease. (c) The JFS 01276 "Health Training Documentation for Child Care" (rev. 12/2016). (2) The on-going professional development shall be documented by one of the following: (a) Verification from OPR. (b) Transcript of completion of college courses from an accredited university, college or technical college. (i) One quarter credit hour equals ten clock hours of training. (ii) One semester credit hour equals fifteen clock hours of training. (c) Certificates indicating continuing education units (CEU). One CEU equals ten clock hours of training. (d) Certificates issued by ACA or a similar camp accrediting body approved by ODJFS. (e) The JFS 01307 "Professional Development Documentation for Child Care" (rev. 12/2016). (f) Certificates issued by Ohio child welfare training centers.

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

**Domain: 26 Staff Requirements**

Rule: 5101:2-18-07 Background Checks

Code: Child care staff members are required to have background checks.

Findings: Child day camp staff members or employees failed to submit the JFS 1175 "Request for a Background Check for Child Care". Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 07/15/2021

**Domain: 26 Staff Requirements**

Rule: 5101:2-18-06 Staff Requirements

Code: Lead counselors are required to be at least 18 years of age.

Findings: "During the inspection, it was determined that lead counselor(s) did not meet the requirements in that they 2;

1. Were not at least 18 years old
2. Did not have a profile in the OPR on the first day of employment.

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

Corrective Action Plan Due: 07/15/2021

**Domain: 26 Staff Requirements**

Rule: 5101:2-18-08 Professional Development

Code: Child care staff members are required to have health and safety training.

Findings: "During the inspection, it was determined that the camp did not meet training requirements in the number(s) 3 and 4 below:

1. At least one staff member in each building or on grounds who can easily be contacted by any child or staff member during all hours of operation was not currently trained in first aid.
2. At least one staff member in each building or on grounds who can easily be contacted by any child or staff member during all hours of operation was not currently trained in Cardiopulmonary resuscitation (CPR) appropriate for school-age children.
3. At least one staff member in each building or on grounds who can easily be contacted by any child or staff member during all hours of operation was not currently trained in management of communicable disease.
4. Each administrator and child care staff member was not current in the Ohio department of job and family services (ODJFS) one-hour child abuse overview.

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

Corrective Action Plan Due: 07/15/2021

**Domain: 26 Staff Requirements**

Rule: 5101:2-18-06 Staff Requirements

Code: Child care staff members are required to complete the online pre-camp orientation.

Findings: "During the inspection, it was determined that orientation requirements were not met based on the requirements in number(s) 1 and 2 below:

1. All child day camp staff members including administrators did not complete an online pre-camp orientation prescribed by ODJFS within thirty days of starting employment.
2. Completion of training was not documented with verification from the OPR.
3. A child day camp staff members had sole care of the children before the pre-camp orientation was completed.
4. A staff member(s) employed prior to the effective date of the rule did not complete training by July 1, 2018.

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

Corrective Action Plan Due: 07/16/2021

**Domain: 26 Staff Requirements**

Rule: 5101:2-18-07 Background Checks

Code: Child care staff members are required to have background checks.

Findings: "During the inspection, it was determined that background check requirements were not met in that the number(s) 3 below:

1. Owner did not have a JFS 1176 letter stating they were eligible for employment.
  2. Administrator did not have a JFS 1176 letter stating they were eligible for employment.
  3. An employee did not have a JFS 1176 letter stating they were eligible for employment.
  4. A child care staff member did not have a JFS 1176 letter stating they were eligible for employment.
  5. Owner did not have an updated JFS 1176 letter stating they were eligible for employment.
  6. Administrator did not have an updated JFS 1176 letter stating they were eligible for employment.
  7. An employee did not have an updated JFS 1176 letter stating they were eligible for employment.
  8. A child care staff member did not have an updated JFS 1176 letter stating they were eligible for employment.
- Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Corrective Action Plan Due: 07/15/2021

**Rules In-Compliance/Not Verified**

Rule	Status	Documenting Statement(s), If applicable