

Center 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	Program Number		Program Type	
BRIGHT STAR CHILD CARE CENTER	00000100258		Child Care Center	
7. 25. 5				
Address			County	
7640 Glenwood Avenue Boardman			MAHONING	
OH 44512				
		1		
Building Approval Date	Use Group/Code	Occupancy Limit	Maximum Under 2 ½	
04/20/2018	E	77		
Fire Inspection Approval Date	Food Service Risk Level			
10/26/2022	Level III			

Inspection Information				
Inspection Type	Inspection So	cope	Inspection Notice	
Follow-up	Full		Unannounced	
Inspection Date 06/21/2023	Begin Time 9	:30 AM	End Time 2:30 PM	
Inspection Date 06/21/2023	Begin Time 9	:30 AM	End Time 2:30 PM	
Reviewer: SHERI BAILEY				
Reviewer:				
AIMEE WEEKLEY				
Summary of Findings				
No. Rules Verified	No. Rules with Non-compliances	No. Serious Risk	No. Moderate Risk	No. Low Risk
57	21	0	5	22

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)		3	0	3
Young Toddler		0	0	0
Total Under 2 ½ Years	5	3	0	3
Older Toddler		4	0	4
Preschool		8	0	8
School Age		5	0	5



Total Capacity/Enrollment	35	17	0	20

Staff-Child Ratios at the Time of Inspection			
Group	Age Group/Range	Ratio Observed	Comment
Infant	0 to < 12 months	1 to 1	
Infant	0 to < 12 months	1 to 1	Diaper change
Infant	0 to < 12 months	1 to 1	Sleeping
Mixed Age Group (Tod/PS)	30 months to < 36 months	1 to 9	Tod/Ps/SA combined, two under 2.5.
Mixed Age Group (Tod/PS)	30 months to < 36 months	2 to 8	Lunch
Mixed Age Group (Tod/PS)	30 months to < 36 months	2 to 7	Nap
School Age	School-Age to < 11 years	1 to 2	Lunch

Summary of Non-Compliances

If a program disagrees with a licensing finding, the program may request a review of the finding(s). Ohio Administrative Code 5101:2-12-03 and 5101:2-13-03 detail the process for submitting a request for review. The request for review must be submitted within seven business days from the receipt of the licensing report. In addition, if the program is star rated, the rating may be impacted if a serious or moderate risk non-compliance is cited.

Serious Risk Non-Compliances

No Serious Risk Non-Compliances were observed during this inspection

Moderate Risk Non-Compliances

Domain: 01 Ratio & Supervision

<u>Rule</u>: 5101:2-12-18 Ratio

<u>Code</u>: The program is required to maintain the appropriate staff to child ratio for each group served.

<u>Finding</u>: During the inspection, a ratio of 1 child care staff member(s) for 9 children was determined to have occurred for the Mixed age group when the situation in number 2 below occurred:



1. A child care staff member stepped out of the room.

2. A child care staff member had not arrived at work on time.

3. Children were present who were not scheduled to be there.

4. A child care staff member was unable to work.

5. A child was injured in that group.

6. A child arrived in the group before a second staff member was scheduled to arrive with the group.

7. Two groups were combined, and the program did not follow the ratio for the youngest child in the group.

8. A child was transitioning to the next older age group, and the program did not follow the ratio for the youngest child in the group.

9. Ratio was doubled for more than two hours while children were napping.

10. Ratio was doubled while children were napping for a group that included at least one infant.

11. Ratio was doubled while children were napping and there were not enough staff members in the building to meet staff/child ratio.

12. Ratio was doubled in the school age group to allow access to the program, however, the program does not serve only school age children.

13. Both child care staff members did not have a working communication device when one staff member left the group to allow access to the school age only program.

14. The child care staff member did not return to the group after allowing access to the school age only program. 15. Other [].

Additional child care staff members must be hired or current child care staff members must be rescheduled to maintain compliance. Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Domain: 02 Safe & Sanitary Environment

Rule: 5101:2-12-12 Safe Environment

<u>Code</u>: The program is required to store chemicals and machinery in a place that is inaccessible to children. The program is required to provide an outdoor play area away from machinery in operation.

<u>Finding</u>: During the inspection, a potentially hazardous item or toxic substance was used or stored in PS/SA room and kitchen where children had access to it, as noted in numbers 2,14 below.

- 1. Bleach.
- 2. Cleaning agent.
- 3. Fish tank chemicals.
- 4. Gasoline.
- 5. Pesticide.
- 6. Poison, including insect/rodent poison.
- 7. Flammable substance.
- 8. Windshield washer fluid.
- 9. Aerosol cans.



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- 10. A lawn mower.
- 11. A weed trimmer.
- 12. Hedge trimmers.
- 13. A snow blower.

14. Other potentially hazardous substance, equipment or machinery: kitchen knives.

Provide staff training. Submit the program's corrective action plan, which includes a statement that the potentially hazardous substance or item is no longer accessible to children and/or children will not be outside when machinery is in use and a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Domain: 05 Health & Safety

Rule: 5101:2-12-22 Meal and Snack Requirements

<u>Code</u>: Meals and snacks provided or served by the program must include all required food groups and meet the recommended daily dietary allowances as specified by the USDA.

<u>Finding</u>: During the inspection, it was determined that a meal or snack at the program did not meet the requirements as noted in number 5 below:

- 1. The breakfast served did not include foods from three of the four food groups.
- 2. Snack served did not include foods from two of the four food groups.
- 3. The meal did not provide 1/3 of the recommended daily dietary allowances as specified by the USDA.
- 4. Juice used to meet the fruit or snack component was not 100% undiluted fruit or vegetable juice.
- 5. The meal served did not include an item from the meat or meat alternative group.
- 6. The meal served did not include an item from the bread or grain group.
- 7. The meal served did not include two items from the fruit/vegetable group.
- 8. The meal served did not include a vegetable (two fruits were served).
- 9. The meal served did not include a serving of fluid milk.

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

Corrective Action Plan Due: 07/22/2023

Domain: 08 Staff Files

<u>Rule</u>: 5101:2-12-09 Background Check Requirements <u>Code</u>: The program is required to have all staff request background checks as required.



<u>Finding</u>: In review of the staff records, it was determined that background checks were not requested for the person(s) listed on the Employee Record Chart as noted in numbers 1,2 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 BCI.

Submit the program's corrective action plan, which includes a copy of the JFS 01176, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Domain: 08 Staff Files

<u>Rule</u>: 5101:2-12-09 Background Check Requirements <u>Code</u>: The program is required to have documentation from ODJFS, indicating the individual is eligible to be employed in child care, on file before allowing the staff to have sole responsibility of children.

<u>Finding</u>: During the inspection, it was determined that child care staff member(s) had sole responsibility of children in the school age group(s) and neither a preliminary approval nor the JFS 01176 "Program Notification of Background Check Review for Child Care" were on file as required. Submit the program's corrective action plan, which includes a copy of the JFS 01176 or a statement that the child care staff member(s) no longer have sole responsibility of children, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Low Risk Non-Compliances

Domain: 01 Ratio & Supervision

Rule: 5101:2-12-18 Attendance Records

<u>Code</u>: The program is required to have a method for tracking the children in each group. The tracking method must be updated throughout the day and kept with the group at all times.

<u>Finding</u>: During the inspection, it was determined that the method for tracking children in each group did not meet the requirements of the rule as noted in number 1 below:



- 1. There was no method in place;
- 2. The method did not include each child's name;
- 3. The method did not include each child's date of birth;
- 4. The tracking method did not remain with the group at all times;
- 5. The tracking method was not updated throughout the day as children entered or left the group.

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

Corrective Action Plan Due: 07/22/2023

Domain: 02 Safe & Sanitary Environment

Rule: 5101:2-12-13 Handwashing Requirements

<u>Code</u>: The program is required to have all children wash their hands as outlined in rule.

<u>Finding</u>: During the inspection, it was determined that at least one child in the mixed age group did not wash his or her hands at the time listed in numbers 1,7 below, as required in rule.

- 1. Upon arrival.
- 2. Prior to departure.
- 3. After toileting/diaper change.
- 4. After contact with bodily fluids.
- 5. After returning from outdoor play.
- 6. After handling pets, pet cages, or other pet objects that have come in contact with the pet, before moving on to another activity.
- 7. Before eating or assisting with food preparation.
- 8. After water activities.
- 9. When visibly soiled (must use soap and water)
- 10. Other [].

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

Corrective Action Plan Due: 07/22/2023

Domain: 02 Safe & Sanitary Environment



Rule: 5101:2-12-12 Safe Environment

<u>Code</u>: The program is required to label all cleaning and sanitizing supplies.

<u>Finding</u>: During the inspection, it was determined that not all cleaning/sanitizing supplies had been clearly labeled. When cleaning or sanitizing supplies are not stored in their original containers, the container must be labeled with the contents. Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

Domain: 02 Safe & Sanitary Environment

<u>Rule</u>: 5101:2-12-13 Sanitary Equipment and Environment <u>Code</u>: The program is required to provide a clean restroom with the appropriate materials available.

<u>Finding</u>: During the inspection, it was determined that unsanitary conditions, as noted in number 4 below, were in the girls restroom:

- 1. There was no liquid soap.
- 2. There was no toilet paper.
- 3. There were no paper towels.
- 4. The toilet cleaning brush was accessible to the children.
- 5. The plunger was accessible to the children.
- 6. The toilet(s) were not flushed.
- 7. The trash was not emptied from the day before.
- 8. There was a strong urine odor.
- 9. Other [].

The restroom(s) must be kept sanitary at all times. Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

Domain: 02 Safe & Sanitary Environment

Rule: 5101:2-12-12 Safe Equipment

<u>Code</u>: The program is required to use straps on equipment that is manufactured with straps.



<u>Finding</u>: During the inspection, it was determined that the following equipment was not used according to manufacturer's guidelines as noted in number 2 below:

- 1. The straps were missing on the [].
- 2. The straps were attached, but were not used on the changing pad.
- 3. The straps were attached and were used, but were not used in a safe manner.
- 4. Manufacturer's guidelines for the [] were not followed in that [].

Provide staff training. Submit the program's corrective action plan, which includes a statement that training has been provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Domain: 03 Postings & Equipment

Rule: 5101:2-12-17 Daily Schedule

<u>Code</u>: The program is required to have the daily program schedule posted in all required areas.

<u>Finding</u>: During the inspection, it was determined that a copy of the daily program schedule for school agers was not posted as required. Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

Domain: 03 Postings & Equipment

<u>Rule</u>: 5101:2-12-16 Medical, Dental, and General Emergency Plan <u>Code</u>: The program is required to have the JFS 01201 "Dental First Aid" posted in a readily available area at the program.

<u>Finding</u>: During the inspection it was determined that the current JFS 01201 "Dental First Aid" was not posted in a location readily available to center staff and parents as required. Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.



Domain: 04 Indoor/Outdoor Space

<u>Rule</u>: 5101:2-12-11 Outdoor Space Requirements <u>Code</u>: The program is required to conduct and document quarterly inspections of their outdoor play space.

<u>Finding</u>: During the inspection, it was determined that quarterly inspections of one or more outdoor play area(s) and equipment had not been completed and documented as required, using the JFS 01281 "Child Care Playground Inspection Report" form. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Domain: 05 Health & Safety

Rule: 5101:2-12-22 Meal and Snack Requirements

<u>Code</u>: The program is required to post the current weekly menu in a noticeable location that is accessible to parents and note any substitutions at the time of the change.

<u>Finding</u>: During the inspection, it was determined that the program's weekly menu did not meet the requirement as noted in numbers 3,6 below.

- 1. The menu was not posted.
- 2. The posted menu was not in a visible place readily accessible to parents.
- 3. The menu was not currently dated.
- 4. The entire menu was substituted.
- 5. At least one item on menu did not match what was served.
- 6. The meal or snack served did not match the posted menu.

Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

Domain: 05 Health & Safety

<u>Rule</u>: 5101:2-12-16 First Aid/Standard Precautions <u>Code</u>: The program is required to have a first aid kit onsite.



Finding: During the inspection, it was determined first aid kit(s) at the program had missing, or expired, items that are required by appendix A of this rule to be contained in a first aid kit, as noted in number 9 below: 1. The program did not have a first aid kit [onsite, on the vehicle, on a field trip]. 2. One roll of hypoallergenic first-aid tape. 3. Individually wrapped sterile gauze squares in assorted sizes. 4. Sterile adhesive bandages in assorted sizes. 5. Tweezers. 6. Gauze rolled bandage. 7. Triangular bandage. 8. Rounded end scissors. 9. Tooth preservation system or fresh chilled liquid milk in which to transport a lost permanent tooth, including a written reference indicating location of the refrigerator/freezer where milk is stored if a tooth preservation system is not part of the first aid kit (for programs serving school age children only). 10. A working digital thermometer. 11. Disposable non-latex gloves. 12. A working flashlight. 13. An instant cold pack that has not been activated or ice, including a written reference indicating location of the refrigerator/freezer where the ice is stored if an instant cold pack is not part of the first aid kit. 14. Sealable leak-proof plastic bags in assorted sizes or double bagged plastic bags that can be securely tied for materials soiled with blood or bodily fluids. 15. Pocket mask or face shield, appropriate for all ages of children in care, for cardiopulmonary resuscitation (CPR) administration. 16. Soap or waterless sanitizer (field trip or transporting away from the program only). 17. Bottled water (field trip or transporting away from the program only). Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

Domain: 07 Diapering & Infant Care

Rule: 5101:2-12-23 Infant Daily Care

<u>Code</u>: The program is required to provide infant daily care that meets the requirements of the rule.

<u>Finding</u>: During the inspection, it was determined that the program's infant daily care did not meet the requirements of this rule as noted in number 2 below:

1. Infants could not safely and comfortably sit, crawl, toddle, or walk and play according to the infant's stage of development.

2. Infants were not removed from the crib, swing, infant seat, exercise seat or other equipment throughout the day for individual attention, was only removed for feeding and diapering.

3. Each non-crawling infant was not provided the opportunity for tummy time, outside of their crib, each day.



4. Other [].

Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Domain: 07 Diapering & Infant Care

<u>Rule</u>: 5101:2-12-23 Diapering and Toilet Training <u>Code</u>: The program is required to launder diapers according to manufacturer's guidelines.

<u>Finding</u>: During the inspection, it was determined that the program was not storing or laundering soiled diapers or clothing according to the rule, in that the program did not meet the condition indicated in number 6 below.

- 1. Store for no longer than one day
- 2. Store in an individual covered container or plastic bag away from children's belongings
- 3. Kept out of reach of children
- 4. Store soiled diapers and diapering washcloths laundered by the center in a covered container with sanitizing solution
- 5. Hold soiled diapers to be commercially laundered for no more than seven days
- 6. Store soiled disposable diapers in a plastic-lined covered container not easily accessible to children
- 7. Discard disposable diapers daily or more frequently as needed to eliminate odor
- 8. Launder diapers according to manufacturer's guidelines
- 9. Other []

Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

Domain: 07 Diapering & Infant Care

Rule: 5101:2-12-20 Cribs

<u>Code</u>: The program is required to label all cribs.

<u>Finding</u>: During the inspection, it was determined that at least one crib was not labeled with the child's name, as required by this rule. Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.



Domain: 08 Staff Files

<u>Rule</u>: 5101:2-12-07 Administrator Responsibilities/Requirements <u>Code</u>: The program administrator is required to be onsite at the program for the required amount of time.

<u>Finding</u>: During the inspection, it was determined that the program did not have at least one administrator onsite for 50 percent of the program's operating hours or 40 hours a week, as required by this rule. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Domain: 08 Staff Files

<u>Rule</u>: 5101:2-12-08 Child Care Staff Member Educational Requirements <u>Code</u>: The program staff is required to have educational verification on file at the program or in the Ohio Professional Registry.

<u>Finding</u>: In review of the staff records, it was determined that verification of a high school education was not on file nor verified in the Ohio Professional Registry for Child Care Staff Member(s) listed on the Employee Record Chart, as required. Submit the program's corrective action plan, which includes a copy of the verification of a high school education, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Domain: 08 Staff Files

Rule: 5101:2-12-08 Medical Statement

<u>Code</u>: The program staff medicals are required to be completed and on file at the program.

<u>Finding</u>: In review of the staff records, it was determined a completed medical examination statement for the employee(s) listed on the Employee Record Chart was not on file, as required by this rule. Submit the program's corrective action plan, which includes a copy of the completed employee medical statement, to verify compliance with the requirements of this rule.



Corrective Action Plan Due: 07/22/2023

Domain: 08 Staff Files

Rule: 5101:2-12-08 Medical Statement

<u>Code</u>: The program staff medicals are required to include all information.

<u>Finding</u>: In review of the staff records, it was determined that the medical statements for those employees listed on the Employee Record Chart did not include the required information listed below in numbers 3b, 4a.

- 1. Date of examination;
- 2. Signature, business address, and telephone number of the licensed physician, physician assistant, advanced practice nurse, certified midwife, or certified nurse practitioner who completed the examination;
- 3. A statement that verifies that the employee is:
- a. Physically fit for employment in a program caring for children;
- b. Immunized against Tetanus, Diphtheria, Pertussis (Tdap);
- c. Immunized against Measles, Mumps, and Rubella (MMR);
- 4. Tuberculosis (TB) screening/test

a. Documentation of the screening process to determine if the employee resided in a country identified by the World Health Organization as having a high burden of TB and arrived in the United States within the five years preceding the date of application for employment;

b. Results of a TB test for employees meeting both criteria in 4a;

c. Results of additional testing for employees with a positive TB test;

d. Written statement, signed by a representative of the TB control unit, that the employee's TB is no longer infectious or the individual is receiving a TB treatment regimen for employees with a positive TB test.

Submit the program's corrective action plan, which includes a copy of the completed employee medical statement, or TB results/documentation, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Domain: 08 Staff Files

Rule: 5101:2-12-10 Health Training Requirements

<u>Code</u>: The program is required to maintain a staff schedule with coverage of the required health trainings.



Finding: In review of the staff records, it was determined the program did not have at least one child care staff member present/scheduled to be present during all hours of operation with currently valid documentation for the training(s) listed in number 2 below: 1. First Aid – child care staff members scheduled during the hours of [] and [] had expired training 2. First Aid – child care staff members scheduled during the hours of open and 9 am did not have verification of completion of First Aid 3. First Aid – trained child care staff member was not present in each building used by the program. 4. CPR – child care staff members scheduled during the hours of [] and [] had expired training 5. CPR – child care staff scheduled during the hours of open and 9am had did not have verification of completion of CPR 6. CPR – trained child care staff member was not present in each building used by children 7. CPR – training taken by staff was not appropriate for all ages and developmental levels of the children in care 8. CPR - audiovisual or electronic media training taken by staff did not include an in-person component of the training 9. Communicable Disease - child care staff members scheduled during the hours of [] and [] had expired training 10. Communicable Disease – child care staff scheduled during the hours of [] and [] had not taken Communicable Disease training 11. Communicable Disease – trained child care staff member was not present in each building used by the program 12. Child Abuse – child care staff members scheduled during the hours of [] and [] had expired training 13. Child Abuse – child care staff scheduled during the hours of [] and [] had not taken Child Abuse training 14. Child Abuse – trained child care staff was not in each building used by the program Refer to the Employee Record Chart for specific details. Submit the program's corrective action plan, which

Refer to the Employee Record Chart for specific details. Submit the program's corrective action plan, which includes verification of complete coverage for any training listed, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Domain: 08 Staff Files

<u>Rule</u>: 5101:2-12-07 Administrator Responsibilities/Requirements <u>Code</u>: The program administrator is required to maintain current employee records in the Ohio Professional Registry.

<u>Finding</u>: During the inspection, it was determined employment records in the Ohio Professional Registry (OPR) were not created or maintained as noted in numbers 1,3,5,6 below:

1. At least one administrator, employee or child care staff member (including substitutes) had not created a profile.

2. At least one administrator, employee or child care staff member had not created an employment record for the program on or before their first day of employment.



3. At least one administrator, employee or child care staff member had not updated changes to positions or roles within five calendar days of the change.

4. The administrator had not assigned at least one employee or child care staff member to the program's organization dashboard.

5. At least one individual's schedule was not current.

6. At least one individual's position or role did not include an applicable group assignment.

7. At least one individual's employment had not been end dated.

8. Other: []

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

Corrective Action Plan Due: 07/22/2023

Domain: 08 Staff Files

<u>Rule</u>: 5101:2-12-08 Orientation Training & Whistle Blower Protection <u>Code</u>: The program is required to have staff complete the online staff orientation training before they are permitted to have sole responsibility of children.

<u>Finding</u>: During the inspection, it was determined that Child Care Staff Member(s) listed on the Employee Record Chart had sole responsibility of children and had not completed the online orientation, as required by this rule. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Domain: 08 Staff Files

Rule: 5101:2-12-09 Background Check Requirements

<u>Code</u>: The program is required to maintain a current JFS 01176 "Program Notification of Background Check Review for Child Care" on file for each staff.

<u>Finding</u>: In review of the staff records, it was determined that background check requirements had not been followed, for the individual(s) listed on the Employee Record Chart, as noted in number 1 below:

1. The JFS 01176 Program Notification of Background Check Review for Child Care the program received from the Department was not on file.



2. The JFS 01177 Individual Notification of Background Check Review for Child Care was on file instead of the JFS 01176.

3. The JFS 01176 on file was for a different program.

Submit the program's corrective action plan, which includes a statement that the correct form is now on file, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 07/22/2023

Domain: 09 Children's Files

<u>Rule</u>: 5101:2-12-15 Child Medical and Enrollment Records <u>Code</u>: The program is required to use the updated JFS 01234 "Child Enrollment and Health Information For Child Care".

<u>Finding</u>: In review of 25% of the children's records, it was determined that information had not been secured from the parent/guardian on the JFS 01234 "Child Enrollment and Health Information For Child Care", as required, for the items in numbers 4, 8, 12, 14 below.

- 1. No enrollment form was completed for at least one child
- 2. The current JFS 01234 was not completed for at least one child
- 3. Complete child information
- 4. Complete parent information
- 5. Complete emergency contact information
- 6. Complete physician information
- 7. Information regarding the parent list
- 8. Health information
- 9. Additional information for all boxes checked "yes"
- 10. Emergency transportation information
- 11. Parent/guardian's signature
- 12. Diapering Statement
- 13. Acknowledgement of Policies and Procedures
- 14. Enrollment form for at least one child was not updated by either the parent or the administrator
- 15. Enrollment form for at least one child was not signed by the administrator
- 16. Other []

Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.



Rules In-Compliance/Not Verified

Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-02 License Posted	Compliant	Documenting Statement: The license was in a location visible to parents as required.
Rule 5101:2-12-02 Current Information	Status Compliant	Documenting Statement(s), If applicable
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-03 Inspection Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-04 Building Department Inspection	Compliant	
- ·		
Rule 5101:2-12-04 Fire Inspection	Status Compliant	Documenting Statement(s), If applicable
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-04 Food Service Requirements	Compliant	Documenting Statement(s), if applicable Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: 9969768, 3/1/24.
	·	
Rule 5101:2-12-05 Denial, Revocation and Suspension	Status Compliant	Documenting Statement(s), If applicable
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-07 Administrator Qualifications	Compliant	
Rule	Status	Documenting Statement(s), If applicable



Department of Education Department of Job and Family Services

- General		
5101:2-12-07 Written Program	Compliant	
Policies and Procedures	E.	
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-10 Professional	Not Verified	<u> </u>
Development Requirements		
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-11 Indoor Space	Compliant	
Requirements		
Requirements		
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-11 Separation of Children		
	Compliant	
Under 2 1/2 Years		
	C	
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-11 Outdoor Play Equipment	Compliant	
	C	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-13 Smoke Free	Compliant	Documenting Statement: No smoking was
Environment		allowed on the premises, and the notice
		stating that smoking is prohibited was
		observed posted in a conspicuous place.
	1.00	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-14 Transportation and	Compliant	Documenting Statement: Requirements
Field Trip Procedures		regarding routine and/or field trips were
		discussed during the inspection.
Rule: 5101:2-12-14 Transportation and	Compliant	Documenting Statement: The form(s)
Rule: 5101:2-12-14 Transportation and Field Trip Procedures	Compliant	Documenting Statement: The form(s) used by the program for routine and/or
Construction of the second	Compliant	
Construction of the second	Compliant	used by the program for routine and/or field trips were verified to meet the
Construction of the second	Compliant	used by the program for routine and/or
Construction of the second	Compliant	used by the program for routine and/or field trips were verified to meet the
Construction of the second	Compliant	used by the program for routine and/or field trips were verified to meet the
Field Trip Procedures		used by the program for routine and/or field trips were verified to meet the requirements of the rule.
Field Trip Procedures Rule	Status	used by the program for routine and/or field trips were verified to meet the requirements of the rule.
Field Trip Procedures Rule 5101:2-12-15 Medical/Physical Care	Status	used by the program for routine and/or field trips were verified to meet the requirements of the rule.
Field Trip Procedures Rule 5101:2-12-15 Medical/Physical Care Plans	Status Compliant	used by the program for routine and/or field trips were verified to meet the requirements of the rule. Documenting Statement(s), If applicable
Field Trip Procedures Rule 5101:2-12-15 Medical/Physical Care Plans Rule	Status Compliant Status	used by the program for routine and/or field trips were verified to meet the requirements of the rule. Documenting Statement(s), If applicable Documenting Statement(s), If applicable
Field Trip Procedures Rule 5101:2-12-15 Medical/Physical Care Plans	Status Compliant	used by the program for routine and/or field trips were verified to meet the requirements of the rule. Documenting Statement(s), If applicable Documenting Statement(s), If applicable Documenting Statement(s), If applicable Documenting Statement(s), If applicable
Field Trip Procedures Rule 5101:2-12-15 Medical/Physical Care Plans Rule	Status Compliant Status	used by the program for routine and/or field trips were verified to meet the requirements of the rule. Documenting Statement(s), If applicable Documenting Statement, Documentation for completed fire, weather, and
Field Trip Procedures Rule 5101:2-12-15 Medical/Physical Care Plans Rule	Status Compliant Status	used by the program for routine and/or field trips were verified to meet the requirements of the rule. Documenting Statement(s), If applicable Documenting Statement(s), If applicable Documenting Statement(s), If applicable Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified
Field Trip Procedures Rule 5101:2-12-15 Medical/Physical Care Plans Rule	Status Compliant Status	used by the program for routine and/or field trips were verified to meet the requirements of the rule. Documenting Statement(s), If applicable Documenting Statement, Documentation for completed fire, weather, and
Field Trip Procedures Rule 5101:2-12-15 Medical/Physical Care Plans Rule	Status Compliant Status	used by the program for routine and/or field trips were verified to meet the requirements of the rule. Documenting Statement(s), If applicable Documenting Statement(s), If applicable Documenting Statement(s), If applicable Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified
Field Trip Procedures Rule 5101:2-12-15 Medical/Physical Care Plans Rule	Status Compliant Status	used by the program for routine and/or field trips were verified to meet the requirements of the rule. Documenting Statement(s), If applicable Documenting Statement(s), If applicable Documenting Statement(s), If applicable Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified



Rule: 5101:2-12-16 Management of	Compliant	Documenting Statement: The JFS 08087
Communicable Disease		"Communicable Disease Chart" was
		posted and was readily available to staff
		and parents.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-16 Incident/Injury	Compliant	Documenting Statement: The JFS 01299
Reporting		"Incident/Injury Report For Child Care"
		forms reviewed during this inspection
		were complete as required.
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-16 Written Disaster Plan	Compliant	
	1	
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-17 Materials and	Compliant	
Equipment	Compliant	
Equipment		
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-17 Daily Outdoor Play	Compliant	Documenting Statement: Outdoor play
	Compliant	was observed for the mixed age group(s).
		was observed for the mixed age group(s).
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-18 License Capacity	Compliant	Documenting Statement: The program
	Compilant	was operating within their license
		capacity limits.
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-18 Group Size	Compliant	Documenting Statement(3), it applicable
5101.2-12-18 61000 5126	Compliant	
	1	
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-19 Supervision	Compliant	
Terrare developmentation international and a substantial statistical sector of the substantial statistics of the substantial sector of the substanti	nun den seconde de la receber 2000 (2001) (20	
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-19 Child Guidance	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-20 Cots and Napping	Compliant	
Rule	Status	Documenting Statement(s), If applicable



Department of Education Department of Job and Family Services

5101:2-12-22 Fluid Milk Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-22 Safe Food	Compliant	
Handling/Storage	28	
	5	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-23 Infant Bottle and	Compliant	Documenting Statement: All bottles were
Food Preparation		labeled as required.
Rule: 5101:2-12-23 Infant Bottle and	Compliant	Documenting Statement: All bottles were
Food Preparation		warmed in accordance with the rule in a
		warmer.
	e	
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-25 Medication	Compliant	
Administration		
	2.	