



## 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<br>ALTA HEAD START MCCARTNEY           | Program Number<br>000000100353       | Program Type<br>Child Care Center |                        |
| Address<br>1988 MCCARTNEY RD YOUNGSTOWN<br>OH 44505 |                                      | County<br>MAHONING                |                        |
| Building Approval Date<br>05/15/2015                | Use Group/Code<br>E                  | Occupancy Limit<br>175            | Maximum Under 2 ½<br>0 |
| Fire Inspection Approval Date<br>07/10/2017         | Food Service Risk Level<br>Level III |                                   |                        |

| Inspection Information        |                          |                                  |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type<br>Follow-up  | Inspection Scope<br>Full | Inspection Notice<br>Unannounced |
| Inspection Date<br>05/15/2023 | Begin Time 8:30 AM       | End Time 1:45 PM                 |
| Inspection Date<br>05/15/2023 | Begin Time 8:35 AM       | End Time 1:45 PM                 |
| Reviewer:<br>JENNIFER COPE    |                          |                                  |
| Reviewer:<br>SHERI BAILEY     |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                   |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>58 | No. Rules with Non-compliances<br>4 | No. Serious Risk<br>0 | No. Moderate Risk<br>0 | No. Low Risk<br>5 |

| 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)                                 |                  | 2          | 0         | 2     |
| Young Toddler   |                  | 3          | 0         | 3     |
| <b>Total Under 2 ½ Years</b>                              | 27               | 5          | 0         | 5     |
| Older Toddler   |                  | 2          | 0         | 2     |
| Preschool   |                  | 30         | 0         | 30    |
| School Age  |                  | 0          | 0         | 0     |



|                                  |     |    |   |    |
|----------------------------------|-----|----|---|----|
| <b>Total Capacity/Enrollment</b> | 158 | 32 | 0 | 37 |
|----------------------------------|-----|----|---|----|

**Staff-Child Ratios at the Time of Inspection**

| Group  | Age Group/Range      | Ratio Observed | Comment     |
|--------|----------------------|----------------|-------------|
| Room 2 | 3 years to < 4 years | 2 to 12        | free play   |
| Room 2 | 3 years to < 4 years | 2 to 12        | nap         |
| Room 3 | 0 to < 12 months     | 2 to 5         | ocot        |
| Room 3 | 0 to < 12 months     | 2 to 5         | nap         |
| Room 4 | 3 years to < 4 years | 2 to 10        | free play   |
| Room 4 | 3 years to < 4 years | 2 to 10        | nap         |
| Room 5 | 3 years to < 4 years | 2 to 14        | lunch       |
| Room 5 | 3 years to < 4 years | 2 to 14        | circle time |
| Room 6 | 3 years to < 4 years | 2 to 9         | ocot        |
| Room 6 | 3 years to < 4 years | 2 to 9         | nap         |
| Room 7 | 3 years to < 4 years | 2 to 9         | ocot        |
| Room 7 | 3 years to < 4 years | 2 to 9         | nap         |

**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**

**No Moderate Risk Non-Compliances were observed during this inspection**



### Low Risk Non-Compliances

#### Domain: 08 Staff Files

Rule: 5101:2-12-07 Administrator Responsibilities/Requirements

Code: The program administrator is required to maintain current employee records in the Ohio Professional Registry.

Finding: During the inspection, it was determined employment records in the Ohio Professional Registry (OPR) were not created or maintained as noted in number(s) 5 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: 06/17/2023

#### Domain: 08 Staff Files



**Rule:** 5101:2-12-08 Orientation Training & Whistle Blower Protection

**Code:** The program is required to have staff complete the online staff orientation training.

**Finding:** In review of the staff records, it was determined that child care staff member(s) had not completed the online orientation training as noted in number(s) 1 below:

1. Within 30 days of starting employment at the program as a child care staff member.
2. No documentation of completing the training after December 31, 2016.
3. Completion of the training was not verified in the OPR.

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

Corrective Action Plan Due: 06/17/2023

**Domain: 08 Staff Files**

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

**Code:** The program is required to have all child care staff members complete training in child abuse and neglect recognition and prevention within sixty days of hire. Staff must complete training in first aid and CPR within the first ninety days of hire.

**Finding:** In review of the staff records, it was determined that at least one child care staff member had not completed required health and safety training as noted in number(s) 4 below:

1. Child abuse and neglect recognition and prevention training was not completed within sixty days of hire.
2. First aid training was not completed within ninety days of hire.
3. Cardiopulmonary resuscitation (CPR) training was not completed within ninety days of hire.
4. The child abuse and neglect recognition and prevention training was expired.
5. The first aid training was expired.
6. The CPR training was expired.

Refer to the Employee Record Chart for the name(s) of the child care staff member(s) who must complete the required health and safety training(s). Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 06/17/2023

**Domain: 09 Children's Files**



**Rule:** 5101:2-12-15 Child Medical and Enrollment Records

**Code:** The program is required to have a completed medical on file at the program for each child enrolled.

**Finding:** In review of 25% of the children's records, it was determined that completed medical statements were not on file, as required, for children listed on the JFS Children's Record Review For Child Care as indicated in number(s) 8 below:

1. No medical was on file for at least one child
2. Medical(s) on file was not updated every 13 months
3. Medical(s) were missing child's name and date of birth
4. Medical(s) were missing the date of the medical examination
5. The date of the exam was more than 13 months prior to the date the form was signed.
6. Medical(s) were missing a statement that the child has been examined and is in suitable condition for participation in group care
7. Medical(s) were missing the signature, business address and telephone number of the physician, physician's assistant(PA), advance practice nurse (APN) or certified nurse practitioner (CNP) who examined the child
8. Medical(s) were missing a record of immunizations the child has had specifying month, day and year
9. Medical(s) were missing a statement from the physician, PA, APN, or CNP that the child has been immunized or is in the process of being immunized against the diseases required by division 5104.014 of the Revised Code and found in appendix A to this rule
10. Medical(s) were missing a statement from the child's parent or guardian that he or she has declined to have the child immunized against the disease for reasons of conscience, including religious convictions
11. Other [ ]

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

Corrective Action Plan Due: 06/17/2023

**Domain: 09 Children's Files**

**Rule:** 5101:2-12-15 Child Medical and Enrollment Records

**Code:** The program is required to use the updated JFS 01234 "Child Enrollment and Health Information For Child Care".

**Finding:** 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 number(s) 10 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                                 | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-02 Current Information     | Compliant |  |
| Rule                                 | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-03 Inspection Requirements | Compliant |  |
| Rule                                 | Status    | Documenting Statement(s), If applicable  |



|   |               |   |
|---|---------------|---|
| Rule: 5101:2-12-04 Building Department Inspection                   | Compliant     | Documenting Statement: On the day of the inspection, the program was operating in compliance with the current building approval(s).   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-04 Fire Inspection                                  | Compliant     | Documenting Statement: Please Note: Documentation of a fire inspection without any uncorrected violations must be secured for the program. Secure a new fire inspection by 9/27/23. |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-04 Food Service Requirements                        | Compliant     | Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: #9954509; 3/1/24.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-05 Denial, Revocation and Suspension                      | Compliant     |   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-07 Administrator Qualifications                           | Compliant     |   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-08 Medical Statement                                      | Compliant     |   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-08 Child Care Staff Member Educational Requirements | Compliant     | Documenting Statement: All Child Care Staff Members had verification of educational requirements on file at the program.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-09 Background Check Requirements                    | Compliant     | Documenting Statement: During the inspection, the required documentation regarding background checks was on file for all employees listed.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |



| Rule: 5101:2-12-11 Indoor Space Requirements          | Compliant | Documenting Statement: The restrooms are used exclusively by the program.  |
|---|-----------|--|
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-11 Separation of Children Under 2 1/2 Years | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-11 Outdoor Space Requirements               | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-11 Outdoor Play Equipment                   | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-11 Outdoor Play Fall Zones                  | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-12 Safe Equipment                     | Compliant | Documenting Statement: Equipment was observed to be in good condition.   |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-12 Safe Environment                   | Compliant | Documenting Statement: A safe environment was observed during the inspection. Children were protected from items and conditions which threaten their health, safety and well-being.              |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-13 Sanitary Equipment and Environment | Compliant | Documenting Statement: On the day of the inspection, the program provided a clean environment in accordance with Appendix A of this rule, which included the furniture, materials and equipment. |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-13 Handwashing Requirements                 | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-13 Smoke Free Environment                   | Compliant |  |





| Rule   | Status    | Documenting Statement(s), If applicable   |
|--|-----------|---|
| 5101:2-12-13 Toothbrushing Requirements                        | Compliant |   |
| 5101:2-12-14 Transportation - Driver Requirements              | Compliant |   |
| Rule: 5101:2-12-15 Medical/Physical Care Plans                 | Compliant | Documenting Statement: The program had current information on the medical status and the required treatment plan for the children with health conditions.                                   |
| Rule: 5101:2-12-16 Medical, Dental, and General Emergency Plan | Compliant | Documenting Statement: On the day of the inspection, the complete prescribed JFS 01242 "Medical, Dental, and General Emergency Plan For Child Care" were posted in the program as required. |
| Rule: 5101:2-12-16 Emergency Drills                            | Compliant | Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified during this inspection.  |
| 5101:2-12-16 First Aid/Standard Precautions                    | Compliant |   |
| Rule: 5101:2-12-16 Management of Communicable Disease          | Compliant | Documenting Statement: The JFS 08087 "Communicable Disease Chart" was posted and was readily available to staff and parents.  |
| Rule: 5101:2-12-16 Incident/Injury Reporting                   | Compliant | Documenting Statement: The JFS 01299 "Incident/Injury Report For Child Care" forms reviewed during this inspection were complete as required.   |
| Rule   | Status    | Documenting Statement(s), If applicable   |



|  |               |   |
|--|---------------|---|
| Rule: 5101:2-12-17 Daily Schedule          | Compliant     | Documenting Statement: Daily schedules were observed posted.  |
| <b>Rule</b>                                | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-17 Materials and Equipment | Compliant     | Documenting Statement: Sufficient equipment was observed in all categories.   |
| <b>Rule</b>                                | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-17 Daily Outdoor Play      | Compliant     | Documenting Statement: Outdoor play was observed for the early head start group.  |
| <b>Rule</b>                                | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-18 License Capacity        | Compliant     | Documenting Statement: The program was operating within their license capacity limits.  |
| <b>Rule</b>                                | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-18 Ratio                   | Compliant     | Documenting Statement: The Appendix A "Staff/Child Ratios, Age Grouping and Maximum Group Size" was posted in a noticeable area at the program as required. |
| Rule: 5101:2-12-18 Ratio                   | Compliant     | Documenting Statement: Staff/child ratios observed during the inspection were in compliance.  |
| <b>Rule</b>                                | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-18 Group Size              | Compliant     | Documenting Statement: The group sizes observed on the day of the inspection were in compliance.  |
| <b>Rule</b>                                | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-18 Attendance Records      | Compliant     | Documenting Statement: Child Care Staff Members were observed recording the attendance for each child upon arrival and documenting each child's departure.  |
| <b>Rule</b>                                | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-19 Supervision                   | Compliant     |   |



| 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   |
| Rule: 5101:2-12-20 Cribs                              | Compliant | Documenting Statement: Cribs were separated from the play space by a safe and sturdy and physical barrier.              |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-22 Meal and Snack Requirements              | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-22 Fluid Milk Requirements                  | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-22 Safe Food Handling/Storage               | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-23 Infant Daily Care                  | Compliant | Documenting Statement: Appropriate daily written records for all infants were viewed.                                   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-23 Infant Bottle and Food Preparation | Compliant | Documenting Statement: Infants were fed in conformity with parent/guardian's written, dated instructions.               |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-23 Diapering and Toilet Training            | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-25 Medication Administration          | Compliant | Documenting Statement: The program had complete written documentation for administering medication or food supplements. |



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