

# **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 <a href="http://jfs.ohio.gov/CDC/childcare.stm">http://jfs.ohio.gov/CDC/childcare.stm</a>. 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	
CHILDTIME LEARNING CENTER	000000105137		Child Care Center	
Address			County	
555 WHITE POND DRIVE AKRON			SUMMIT	
OH 44320				
Building Approval Date	Use Group/Code	Occupancy Limit	Maximum Under	2 1⁄2
05/19/2000	E	120	50	
Fire Inspection Approval Date	Food Service Risk Level			
03/01/2017	Level III			

Inspection Information				
Inspection Type Annual	Inspection So	cope	Inspection Notice	
	Full		Unannounced	
Inspection Date 10/18/2023	Begin Time 9	1:40 AIVI	End Time 3:40 PM	
Reviewer:				
BETH RAGLE				
Summary of Findings				
No. Rules Verified	No. Rules with Non-compliances	No. Serious Risk	No. Moderate Risk	No. Low Risk
58	9	0	0	11

License Capacity and Enrollment at the Time of Inspection				
Age Group	License Capacity		Enr	ollment
	Totals	Full Time	Part Time	Total
Infant ( Birth to < 18 m)		10	0	10
Young Toddler		13	0	13
Total Under 2 ½ Years	50	23	0	23
Older Toddler		9	0	9
Preschool		34	0	34
School Age		0	18	18
Total Capacity/Enrollment	103	43	18	84

Staff-Child Ratios at the Time of Inspection			
Group	Age Group/Range	Ratio Observed	Comment



Department of Education Department of Job and Family Services

Infant 2	0 to < 12 months	2 to 4	Infant activities
Infant 2	0 to < 12 months	1 to 4	Meals; bottles
Infant 2	0 to < 12 months	1 to 4	Nap; play time
Early Preschool	30 months to < 36 months	1 to 7	Play time
Early Preschool	30 months to < 36 months	1 to 7	Lunch
Early Preschool	18 months to < 30 months	1 to 7	Nap
Infant 1	0 to < 12 months	1 to 4	Bottles; tummy time
Infant 1	0 to < 12 months	1 to 4	Infant activities
Infant 1	0 to < 12 months	1 to 4	Nap
Toddlers	18 months to < 30 months	2 to 10	Play time
Toddlers	18 months to < 30 months	2 to 12	Lunch
Toddlers	18 months to < 30 months	2 to 12	Nap
Preschool	3 years to < 4 years	1 to 13	Nap
Preschool	3 years to < 4 years	1 to 11	Writing activity
Preschool	3 years to < 4 years	2 to 13	Lunch
PreK	4 years to < 5 years	2 to 17	Circle time
PreK	4 years to < 5 years	2 to 16	Lunch
PreK	4 years to < 5 years	1 to 16	Nap
School Age	School-Age to < 11 years	1 to 14	After school snack

#### **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: 02 Safe & Sanitary Environment

Rule: 5101:2-12-13 Sanitary Equipment and Environment

<u>Code</u>: The program is required to follow the cleaning schedule for equipment.

<u>Finding</u>: During the inspection, it was determined that the program was not providing a clean and healthy environment, furniture, materials and equipment as required by Appendix A, as noted in numbers 5, 27, 30 below:

- 1. Item(s) soiled with blood or bodily fluids were not cleaned/sanitized immediately.
- 2. Blankets/sheets were not cleaned weekly, when soiled, or before use by another child.
- 3. Children's individual blankets and belongings were stored in an unsanitary manner.

4. Bottles, bottle caps, nipples and other equipment used for bottle feeding were not cleaned and sanitized in a dishwasher or by washing, rinsing, and boiling for one minute.

- 5. Carpets were not vacuumed weekly or cleaned when soiled.
- 6. Changing table/pad was not sanitized after each use or cleaned when visibly soiled.
- 7. Reusable cloths were not being washed daily or when visibly soiled.

8. Cots/Pads/Mats were not cleaned and sanitized before assigning to a different child, when used by a sick child, when soiled or at least every three months.

9. Cribs were not cleaned and sanitized monthly, or when soiled, or before use by another child.

- 10. Diaper Receptables were not cleaned and sanitized daily or more frequently as needed to eliminate odor.
- 11. Dishes/Cups/Silverware were not cleaned and sanitized after each use.

12. Water Containers were not labeled with the child's name, or were not cleaned and sanitized before use again on another day.

- 13. Dividers were not cleaned when visibly soiled.
- 14. Dress up clothes and hats (dramatic play) were not cleaned monthly or when soiled.
- 15. Floors were not cleaned weekly or when soiled.

16. The food prep area, including sinks, were not cleaned before and after preparing food (including bottle preparation) or between preparing raw or cooked food.

17. Potty chairs were not cleaned after each use, rinsed with water, cleaned and sanitized or contents were not emptied into a toilet.



- 18. Food tables, highchair trays were not cleaned before and after each use.
- 19. Tables used for play were not cleaned when visibly soiled or sanitized daily.
- 20. Toilet bowls were not cleaned when visibly soiled or sanitized weekly.
- 21. Toilet seat(s), handle(s) and hand washing sink(s) were not cleaned when visibly soiled or sanitized daily.
- 22. Mouthed toys were not cleaned and sanitized after each child's use.
- 23. Toys, other than those mouthed by children, were not cleaned monthly or when visibly soiled.
- 24. Washable furniture, including fabrics on infant equipment, were not cleaned weekly or when soiled.
- 25. Upholstered furniture was not steam cleaned when soiled.
- 26. Slip covers were not washed at least every six months or when soiled.
- 27. Wastebaskets/rinse buckets, including lids, were not being emptied daily or cleaned and sanitized when visibly soiled.
- 28. The manufacturer's directions for the cleaning product were not followed.
- 29. The solution used for sanitizing was not a commercial product registered by the United States Environmental Protection Agency as a sanitizer.
- 30. Other: Visibly soiled diaper changing station steps in Toddlers; plastic drawers in Early Preschool; walls in School Age and Preschool.
- Furniture, materials and equipment must be maintained according to the cleaning and sanitizing schedule in Appendix A to 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: 02 Safe & Sanitary Environment

<u>Rule</u>: 5101:2-12-13 Handwashing Requirements Code: The program is required to have all staff and children wash their hands as outlined in rule.

<u>Finding</u>: During the inspection, it was determined that handwashing requirements were not followed as listed in number 4 below, as required in rule.

- 1. At least one staff/child did not wash their hands upon arrival for the day.
- 2. At least one staff/child did not wash their hands prior to departure.
- 3. At least one staff did not wash their hands upon entry into a classroom.
- 4. At least one staff/child did not wash their hands after toileting or assisting a child with toileting.
- 5. At least one staff/child did not wash their hands after each diaper change or pull-up change.
- 6. At least one staff did not wash their hands after contact with bodily fluids or cleaning up spills or objects contaminated with bodily fluids.
- 7. At least one child did not wash their hands after contact with bodily fluids.
- 8. At least one child did not wash their hands after returning inside after outdoor play.
- 9. At least one staff did not wash their hands after cleaning or sanitizing or using any chemical products.
- 10. At least one staff/child did not wash their hands after handling pets, pet cages or other pet objects that have come in contact with the pet.



11. At least one staff did not wash their hands before eating, serving or preparing food or bottles or feeding a child.

12. At least one child did not wash their hands before eating or assisting with food preparation.

13. At least one staff did not wash their hands before and after completing a medical procedure or administering medication.

14. At least one child did not wash their hands after water activities.

15. At least one staff/child did not wash their hands when visibly soiled (must use soap and water).

16. Other.

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

Corrective Action Plan Due: 11/17/2023

# Domain: 02 Safe & Sanitary Environment

Rule: 5101:2-12-12 Safe Environment

<u>Code</u>: The program is required to provide an environment that protects the children in care from any items and conditions that may threaten their health, safety, and well-being.

<u>Finding</u>: During the inspection, it was determined that children were not protected from item(s) or condition(s) which may threaten their health, safety, or well-being as noted in numbers 4, 10, 16 below:

1. Surge protectors/outlets did not have childproof receptacle covers.

2. Open pull cords that are not closed loop.

3. Toys or other items small enough to be swallowed were present in the space where infants and/or toddlers were in care.

4. Electrical/extension cords attached to an object that would not likely result in a severe injury if pulled.

- 5. Stacked chairs.
- 6. Employee(s) purse(s).

7. Diaper bags.

- 8. Television not securely anchored.
- 9. Small or lightweight pieces of shelving units are not securely anchored to the wall.
- 10. Smoke detector needing batteries replaced.
- 11. An area rug did not have a nonskid backing.
- 12. An area rug presented a tripping hazard.
- 13. A floor surface that was unsafe in that [ ].
- 14. No platform was provided for the sink or toilet in the classroom.
- 15. The platform provided for the sink or toilet in the classroom was not sturdy.

16. The platform provided for the sink or toilet in the Early Preschool and Preschool classrooms posed a safety

hazard in that they were not non-skid.

17. Telephone cords.

- 18. Staff member stepped over a barrier/gate while holding a child.
- 19. Emergency exits were blocked by the classroom furniture.



20. A mercury thermometer was being used to take a child's temperature.

21. Methods of ventilation used did not provide protection from rodents, insects, or other hazards.

22. 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: 11/17/2023

## Domain: 04 Indoor/Outdoor Space

<u>Rule</u>: 5101:2-12-11 Outdoor Play Equipment <u>Code</u>: The program is required to provide equipment that does not pose a safety risk and must follow the manufacturer's guidelines for assembling, installing and using the equipment.

<u>Finding</u>: During the inspection, it was determined that outdoor play equipment was unsafe or not used as intended as noted in numbers 1, 5 below:

- 1. There was rust exposed.
- 2. There were protruding bolts.
- 3. There were cracks.
- 4. There were holes.
- 5. There was splintering wood.
- 6. There were sharp edges or points.
- 7. There were lead hazards.
- 8. There were toxic substances.
- 9. There were tripping hazards.
- 10. There was chipped and/or peeling paint.
- 11. The sandbox was not covered when the program was closed or during non-daylight hours.
- 12. Outdoor equipment was not developmentally appropriate.
- 13. Outdoor equipment was placed in the main traffic pattern.

14. Outdoor play equipment was positioned too closely together, posing a risk of injury if a child were to fall from one piece of equipment into another.

15. Outdoor equipment was not securely anchored but did not present a risk of imminent danger of the structure collapsing when children are using the equipment

16. Outdoor equipment was 30 inches or more from the ground and did not have a protective barrier that would prevent a child from falling off this piece of equipment.

17. The manufacturer's guidelines for assembly and installation were not followed.

18. Functionally linked equipment was used by preschool-age children and the distance between two adjacent pieces of equipment exceeded 12 inches.

19. Functionally linked equipment was used by school-age children and the distance between two adjacent pieces of equipment exceeded 18 inches.

20. Other .



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

Corrective Action Plan Due: 11/24/2023

## Domain: 07 Diapering & Infant Care

Rule: 5101:2-12-20 Cribs

<u>Code</u>: The program is required to space cribs two feet apart when in use.

<u>Finding</u>: During the inspection, it was determined that cribs were not two feet apart when in use, 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

Rule: 5101:2-12-10 Professional Development Requirements

<u>Code</u>: The program is required to ensure child care staff members, including substitutes used more than ninety days annually, obtain at least 6 hours of professional development each state fiscal year.

<u>Finding</u>: In review of the staff records, it was determined that at least one child care staff member did not meet the annual professional development requirement as noted in number 1 below:

1. The child care staff member(s) had not completed at least six hours of professional development.

2. Documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule.

3. Training topic did not meet the requirements listed in appendix A of this rule.

4. Documentation of training did not meet the requirements of this rule.

5. The substitute(s) had been used more than ninety days annually between July first and June thirtieth and had not completed at least six hours of professional development

6. Other.

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

Corrective Action Plan Due: 11/17/2023



#### **Domain: 08 Staff Files**

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

<u>Code</u>: 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.

<u>Finding</u>: 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 numbers 2, 4, 5, 6 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: 11/24/2023

## Domain: 08 Staff Files

Rule: 5101:2-12-08 Medical Statement

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

<u>Finding</u>: In review of the staff records, it was determined that the medical statements for the employees listed on the Employee Record Chart did not meet the requirements as listed in number 1 below.

1. A medical statement was not on file for at least one employee;

2. The medical statement(s) on file did not have a date of examination within 12 months of the employee's first day of employment;

3. Date of examination was missing;

4. Signature, business address, or telephone number of the licensed physician, physician assistant, advanced practice nurse, certified midwife, or certified nurse practitioner who completed the examination was missing;

5. A statement was missing that verifies 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);

6. Tuberculosis (TB) screening/test information was missing:

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 6a.

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: 11/17/2023

## Domain: 09 Children's Files

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

<u>Code</u>: The program is required to keep children's records confidential.

<u>Finding</u>: During the inspection, it was determined that children's records had not been kept confidential in that health information did not have a cover sheet in one classroom. 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: 11/17/2023

## 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 have a completed medical on file at the program for each child enrolled.

<u>Finding</u>: 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 numbers 1, 2, 4, 8 below:

No medical was on file for at least one child
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: 11/17/2023

# 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 2, 4, 12, 13 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

Dula	Chatura	Desumenting Statement(s) If emplicable
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
Rule: 5101:2-12-02 Current	Compliant	Documenting Statement: The program
Information		had current information entered in the
		Ohio Child Licensing and Quality System
		(OCLQS).
		(00203).
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-03 Inspection	Compliant	
Requirements		
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-04 Building	Compliant	Documenting Statement: A copy of the
Department Inspection		certificate of occupancy was available on-
		site for review.
	I	
Rule	Status	Documenting Statement(s), If applicable



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 by 1/12/2024.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-04 Food Service	Compliant	Documenting Statement: The food service
Requirements		license was observed posted. Following is
		the date of expiration: $3/1/2024$ .
		· · · · · · · · · · · · · · · · · · ·
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-07 Administrator	Compliant	Documenting Statement: The
Qualifications		administrator has completed the rules
		review course.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-07 Administrator	Compliant	Documenting Statement: The
Responsibilities/Requirements		administrator's hours of availability to
		meet with parents were posted in a
		noticeable location.
Rule	Status	Documenting Statement(s), If applicable
Rule Rule: 5101:2-12-07 Written Program	Status Compliant	Documenting Statement(s), If applicable Documenting Statement: No changes
Rule: 5101:2-12-07 Written Program		Documenting Statement: No changes have been made to the written policies
Rule: 5101:2-12-07 Written Program		Documenting Statement: No changes have been made to the written policies and procedures since it was last approved
Rule: 5101:2-12-07 Written Program		Documenting Statement: No changes have been made to the written policies
Rule: 5101:2-12-07 Written Program		Documenting Statement: No changes have been made to the written policies and procedures since it was last approved
Rule: 5101:2-12-07 Written Program	Compliant	Documenting Statement: No changes have been made to the written policies and procedures since it was last approved by this Department. Documenting Statement(s), If applicable
Rule: 5101:2-12-07 Written Program Policies and Procedures Rule Rule: 5101:2-12-08 Orientation	Compliant	Documenting Statement: No changes have been made to the written policies and procedures since it was last approved by this Department.Documenting Statement(s), If applicable Documenting Statement: On the day of
Rule: 5101:2-12-07 Written Program Policies and Procedures	Compliant	Documenting Statement: No changes have been made to the written policies and procedures since it was last approved by this Department. Documenting Statement(s), If applicable
Rule: 5101:2-12-07 Written Program Policies and Procedures Rule Rule: 5101:2-12-08 Orientation	Compliant	Documenting Statement: No changes have been made to the written policies and procedures since it was last approved by this Department.Documenting Statement(s), If applicable Documenting Statement: On the day of
Rule: 5101:2-12-07 Written Program Policies and Procedures Rule Rule: 5101:2-12-08 Orientation	Compliant	Documenting Statement: No changes     have been made to the written policies     and procedures since it was last approved     by this Department.     Documenting Statement(s), If applicable     Documenting Statement: On the day of     the inspection, all child care staff
Rule: 5101:2-12-07 Written Program Policies and Procedures Rule Rule: 5101:2-12-08 Orientation	Compliant	Documenting Statement: No changes     have been made to the written policies     and procedures since it was last approved     by this Department.     Documenting Statement(s), If applicable     Documenting Statement: On the day of     the inspection, all child care staff     members had met orientation training
Rule: 5101:2-12-07 Written Program     Policies and Procedures     Rule     Rule: 5101:2-12-08 Orientation     Training & Whistle Blower Protection	Compliant      Status     Compliant	Documenting Statement: No changes     have been made to the written policies     and procedures since it was last approved     by this Department.     Documenting Statement(s), If applicable     Documenting Statement: On the day of     the inspection, all child care staff     members had met orientation training     requirements.
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Rule: 5101:2-12-07 Written Program     Policies and Procedures     Rule     Rule: 5101:2-12-08 Orientation     Training & Whistle Blower Protection     Rule     Rule     Rule     Rule     Rule     Rule     Rule     Rule     Rule     Rule: 5101:2-12-09 Background Check	Compliant      Status     Compliant	Documenting Statement: No changes     have been made to the written policies     and procedures since it was last approved     by this Department.     Documenting Statement(s), If applicable     Documenting Statement: On the day of     the inspection, all child care staff     members had met orientation training     requirements.     Documenting Statement(s), If applicable     Documenting Statement: During the
Rule: 5101:2-12-07 Written Program     Policies and Procedures     Rule     Rule: 5101:2-12-08 Orientation     Training & Whistle Blower Protection     Rule     Rule	Compliant      Status     Compliant     Status     Status	Documenting Statement: No changes     have been made to the written policies     and procedures since it was last approved     by this Department.     Documenting Statement(s), If applicable     Documenting Statement: On the day of     the inspection, all child care staff     members had met orientation training     requirements.     Documenting Statement(s), If applicable     Documenting Statement(s), If applicable
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Rule: 5101:2-12-07 Written Program     Policies and Procedures     Rule     Rule: 5101:2-12-08 Orientation     Training & Whistle Blower Protection     Rule     Rule     Rule     Rule     Rule     Rule     Rule     Rule     Rule     Rule: 5101:2-12-09 Background Check	Compliant      Status     Compliant     Status     Status	Documenting Statement: No changes     have been made to the written policies     and procedures since it was last approved     by this Department.     Documenting Statement(s), If applicable     Documenting Statement: On the day of     the inspection, all child care staff     members had met orientation training     requirements.     Documenting Statement(s), If applicable     Documenting Statement orientation training     requirements.
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Rule	Status	Documenting Statement(s), If applicable
5101:2-12-11 Separation of Children	Compliant	
Under 2 1/2 Years		
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-11 Outdoor Space	Compliant	Documenting Statement: The outdoor
Requirements		play area is separated from traffic and
		other hazards by a fence.
Rule: 5101:2-12-11 Outdoor Space	Compliant	Documenting Statement: The quarterly
Requirements		playground inspections were completed
		and documented, as required.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-11 Outdoor Play Fall	Compliant	Documenting Statement: The protective
Zones		material used under outdoor equipment
		was mulch.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-12 Safe Equipment	Compliant	Documenting Statement: Equipment was
	compilation	observed to be in good condition.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-13 Smoke Free	Compliant	Documenting Statement: A notice was
Environment		observed posted stating that smoking is
		prohibited at the program.
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Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-14 Transportation and	Compliant	Documenting Statement: The driver(s)
Field Trip Procedures		had current and valid training in first aid,
		management of communicable disease,
		and CPR.
Rule: 5101:2-12-14 Transportation and	Compliant	Documenting Statement: The form(s)
Field Trip Procedures	Compliant	used by the program for routine and/or
There in procedures		field trips were verified to meet the
		requirements of the rule.
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Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-14 Transportation -	Compliant	Documenting Statement: The driver(s)
Driver Requirements		had completed the required ODJFS driver
		training.



Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-14 Transportation -	Compliant	Documenting Statement: An annual
Vehicle Requirements		safety check of the vehicle(s), using the
		JFS 01230 "Vehicle Inspection Report For
		Child Care Centers" form, was verified
		and dated 12/27/22.
Rule: 5101:2-12-14 Transportation -	Compliant	Documenting Statement: During the
Vehicle Requirements		inspection, weekly safety inspections
		and/or monthly emergency exiting drills
		were completed and documented, as
		required using the ODJFS sample form.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101.2-12-15 Medical/Physical	Compliant	Documenting Statement: The program

Nuic	510105	boedmenting statement(s), it applicable
Rule: 5101:2-12-15 Medical/Physical	Compliant	Documenting Statement: The program
Care Plans		had current information on the medical
		status and the required treatment plan
		for the children with health conditions.

Rule	Status	Documenting Statement(s), If applicable
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	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-16 Emergency Drills	Compliant	Documenting Statement: Documentation
		for completed fire, weather, and emergency/lockdown drills was verified during this inspection.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-16 First Aid/Standard	Compliant	Documenting Statement: During the
Precautions		inspection, the program had complete
		first aid kits available as required.

Rule	Status	Documenting Statement(s), If applicable
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
Rule: 5101:2-12-16 Written Disaster	Compliant	Documenting Statement: Annual training
Plan		of the written disaster plan was
		completed by staff.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-17 Daily Schedule	Compliant	Documenting Statement: Daily schedules
		were observed posted.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-17 Materials and	Compliant	Documenting Statement: Sufficient
Equipment		equipment was observed in all categories.
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-17 Daily Outdoor Play	Compliant	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-18 License Capacity	Compliant	Documenting Statement: The program
		was operating within their license
		capacity limits.
Rule	Status	Documenting Statement(s), If applicable
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.
Rule	Status	Documenting Statement(s), If applicable



Rule: 5101:2-12-18 Group Size	Compliant	Documenting Statement: The group sizes
		observed on the day of the inspection
		were in compliance.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-18 Attendance	Compliant	Documenting Statement: Child Care Staff
Records		Members were observed recording the
Records		-
		attendance for each child upon arrival
		and documenting each child's departure.
Rule	Status	Documenting Statement(s), If applicable
		Documenting Statement: During the
Rule: 5101:2-12-19 Supervision	Compliant	
		inspection, child care staff were observed
		assisting children throughout the day.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-19 Child Guidance	Compliant	Documenting Statement: Appropriate
		child guidance techniques and practices
		were observed being used during the
		inspection.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-20 Cots and Napping	Compliant	Documenting Statement: The rest area
		had adequate lighting, which allowed for
		the visual supervision of children.
Rule: 5101:2-12-20 Cots and Napping	Compliant	Documenting Statement: Cots were
		placed appropriately and safely during
		nap time.
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Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-22 Meal and Snack	Compliant	Documenting Statement: Meals served at
Requirements		the program included foods from the four
		food groups in sufficient amounts.
Rule: 5101:2-12-22 Meal and Snack	Compliant	Documenting Statement: Substituted
Requirements		foods served were recorded on the
		posted menu, as required by this rule.
		posteu menu, as required by this fule.
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Rule	Status	Documenting Statement(s), If applicable
5101:2-12-22 Fluid Milk Requirements	Compliant	



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Rule	Status	Documenting Statement(s), If applicable
5101:2-12-22 Safe Food	Compliant	
Handling/Storage		
	·	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-23 Infant Daily Care	Compliant	Documenting Statement: An appropriate program of activities with infants was observed.
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	Compliant	Documenting Statement: All bottles were
Food Preparation	Compliant	labeled as required.
Rule: 5101:2-12-23 Infant Bottle and	Compliant	Documenting Statement: Bottles and
Food Preparation		opened food were stored in a refrigerator
		located in the infant classrooms.
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	Compliant	Documenting Statement: The program
Administration		had complete written documentation for
		administering medication or food
		supplements.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-08 Child Care Staff	Compliant	Documenting Statement(S), in applicable
Member Educational Requirements		Staff Members had verification of
		educational requirements on file at the program.