



## 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>St Paul Early Learning Center          | Program Number<br>000000200473    | Program Type<br>Child Care Center |                   |
| Address<br>6997 HAMILTON AVE CINCINNATI<br>OH<br>45231 |                                   | County<br>HAMILTON                |                   |
| Inspection Information                                 |                                   |                                   |                   |
| Building Approval Date<br>02/27/1990                   | Use Group/Code<br>E               | Occupancy Limit<br>49             | Maximum Under 2 ½ |
| Fire Inspection Approval Date<br>07/20/2025            | Food Service Risk Level<br>Exempt |                                   |                   |

| Inspection Information        |                          |                                  |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type<br>Annual     | Inspection Scope<br>Full | Inspection Notice<br>Unannounced |
| Inspection Date<br>02/09/2026 | Begin Time<br>10:20 AM   | End Time<br>1:30 PM              |
| Reviewer:<br>Ashley Chiles    |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                   |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>58 | No. Rules with Non-compliances<br>2 | No. Serious Risk<br>0 | No. Moderate Risk<br>0 | No. Low Risk<br>1 |

| 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)                                 |                  | 0          | 0         | 0     |
| Young Toddler   |                  | 0          | 0         | 0     |
| <b>Total Under 2 ½ Years</b>                              | 0                | 0          | 0         | 0     |
| Older Toddler   |                  | 7          | 0         | 7     |
| Preschool   |                  | 35         | 0         | 35    |
| School Age  |                  | 0          | 0         | 0     |
| <b>Total Capacity/Enrollment</b>                          | 69               | 42         | 0         | 42    |

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

|           |  |         |                                       |
|-----------|--|---------|---------------------------------------|
| PreK      |  | 1 to 9  | @ arrival 11:22 am                    |
| PreK      |  | 1 to 9  | 11:25 am                              |
| 2's       |  | 0 to 0  | 2's only attend on Tuesday and Friday |
| 3's M/T/W |  | 2 to 12 | 11:25 am                              |
| 3's M/T/W |  | 2 to 12 | @ arrival 11:20 am                    |
| 4's M-Th  |  | 2 to 10 | 11:25 am                              |
| 4's M-Th  |  | 2 to 10 | @ arrival 11:21a m                    |

### 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 5180:2-12-03 and 5180:2-13-03 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: 10 Written Policies & Procedures

Rule: 5180:2-12-07 Written Program Policies and Procedures

Code: The program's policies and procedures are required to include all topics outlined in rule.

Finding: During the inspection, it was determined the program's written policies and procedures provided to the parents/guardians and employees was missing item numbers 27 below:

#### General Information

1. Program name, address, email address and telephone number.
2. Description of the program's program philosophy.
3. Days and hours of operation, scheduled closings and basic daily schedule.
4. Staff/child ratios and group size.
5. Opportunities for parent involvement in program activities.
6. Opportunities for parents to meet with teachers regarding their child.
7. Payment schedule, overtime charges and registration fees as applicable.
8. Supports for onsite breastfeeding or pumping for mothers who wish to do so (if the program serves infants or toddlers).

#### Program Policies and Procedures

9. Enrollment including required enrollment information.
10. Care of children without immunizations.
11. Attendance including procedures for arrival and departure, the program's absent day policy, releasing child to persons other than the parent, releasing a child according to a custody agreement and follow up when a child scheduled to arrive from another program or activity does not arrive.
12. Supervision of children, including a separate supervision policy for school-age children, if applicable.
13. Child guidance.
14. Suspension and expulsion.
15. Compliance with the Americans with Disabilities Act (ADA), including administering medication to children with disabilities and administering care procedures to children with disabilities.
16. Outdoor play, including limitations placed on outdoor play due to weather or safety issues (considerations may include but are not limited to temperature, humidity, wind chill, ozone levels, pollen count, lightning, rain or ice.)
17. Food and dietary policy, including, information regarding meeting one-third of the child's recommended daily dietary allowance, policy regarding formula, breast milk, meals and snacks, and a policy on providing supplemental food.
18. Management of illness including isolation precautions, symptoms for discharge and return and notification of parent of ill child.
19. Summary of procedures taken in the event of an emergency, serious illness or injury.

20. Administration of medication and topical products including medical foods, modified diets and whether school age children are permitted to carry their own medication and ointments.
21. Transportation for fieldtrips, routine trips (if applicable) and emergencies, including if the center will provide child care services to children whose parents refuse to grant consent for transportation to the source of emergency treatment.
22. Water activities/swimming.
23. Infant care, if applicable, including feeding, frequency of diaper checks and information about daily activities.
24. Sleeping, Napping and Resting.
25. Evening and overnight care, if applicable.
26. Policy on hours of operation including closing due to weather, school delays or closings and any other factors.
27. Situations that may require disenrollment of a child, if applicable.
28. Problem or issue resolution for parents or employees to follow when needing assistance in resolving problems related to the child care program.
29. Formal screenings and assessments on enrolled children and if the program reports child level data to ODJFS pursuant to 5101:2-17-02 of the Administrative Code.

Revise the program's written policies and procedures to include the missing information. Submit the program's corrective action plan, which includes the revised written policies and procedures, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 03/13/2026

### Rules In-Compliance/Not Verified

| Rule  | Status    | Documenting Statement(s), If applicable   |
|---|-----------|---|
| Rule: 5180:2-12-02 License Posted                 | Compliant | Documenting Statement: The license was in a location visible to parents as required.            |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-04 Building Department Inspection | Compliant | Documenting Statement: A copy of the certificate of occupancy was available on-site for review. |

| Rule  | Status    | Documenting Statement(s), If applicable  |
|---|-----------|--|
| 5180:2-12-02 Current Information                                    | Compliant |  |
| 5180:2-12-03 Inspection Requirements                                | Compliant |  |
| 5180:2-12-04 Fire Inspection  | Compliant |  |
| Rule: 5180:2-12-04 Food Service Requirements                        | Compliant | Documenting Statement: The program has obtained a food service exemption status from the local health department.            |
| 5180:2-12-07 Administrator Qualifications                           | Compliant |  |
| Rule: 5180:2-12-07 Administrator Responsibilities/Requirements      | Compliant | Documenting Statement: The administrator's hours of availability to meet with parents were posted in a noticeable location.  |
| Rule: 5180:2-12-08 Medical Statement                                | Compliant | Documenting Statement: All employees had current medical statements on file.   |
| Rule: 5180:2-12-08 Child Care Staff Member Educational Requirements | Compliant | Documenting Statement: All Child Care Staff Members had verification of educational requirements on file at the program.     |
| Rule: 5180:2-12-08 Orientation Training & Whistle Blower Protection | Compliant | Documenting Statement: On the day of the inspection, all child care staff members had met orientation training requirements. |
| Rule  | Status    | Documenting Statement(s), If applicable  |

|  |               |   |
|--|---------------|---|
| Rule: 5180:2-12-09 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: 5180:2-12-10 Health Training Requirements          | Compliant     | Documenting Statement: The program had at least one Child Care Staff Member with currently valid training in First Aid, Management of Communicable Disease, CPR, and Child Abuse Prevention present and readily accessible during all hours of operation. |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5180:2-12-10 Professional Development Requirements | Compliant     | Documenting Statement: At the time of the inspection, all child care staff members had completed the required amount of professional development training.  |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5180:2-12-11 Indoor Space Requirements                   | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5180:2-12-11 Separation of Children Under 2 1/2 Years    | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5180:2-12-11 Outdoor Space Requirements            | Compliant     | Documenting Statement: The quarterly playground inspections were completed and documented, as required. The most recent inspection report form was dated 12/16/25.  |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5180:2-12-12 Safe Equipment                              | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5180:2-12-11 Outdoor Play Equipment                      | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |

|  |               |   |
|--|---------------|---|
| 5180:2-12-11 Outdoor Play Fall Zones                           | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5180:2-12-12 Safe Environment                                  | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5180:2-12-13 Sanitary Equipment and Environment                | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5180:2-12-13 Handwashing Requirements                          | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5180:2-12-13 Smoke Free Environment                      | Compliant     | Documenting Statement: No smoking was allowed on the premises, and the notice stating that smoking is prohibited was observed posted in a conspicuous place.                                |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5180:2-12-15 Child Medical and Enrollment Records        | Compliant     | Documenting Statement: At the time of the inspection, 25% of the children's records were reviewed, and the records were complete, as required by the rule.                                  |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5180:2-12-15 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.                                   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5180:2-12-16 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. |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5180:2-12-16 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: 5180:2-12-16 First Aid/Standard Precautions     | Compliant | Documenting Statement: During the inspection, the program had complete first aid kits available as required.  |
| Rule: 5180:2-12-16 Management of Communicable Disease | Compliant | Documenting Statement: The JFS 08087 "Communicable Disease Chart" was posted and was readily available to staff and parents.  |
| Rule: 5180:2-12-16 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: 5180:2-12-17 Materials and Equipment            | Compliant | Documenting Statement: Sufficient equipment was observed in all categories.   |
| Rule: 5180:2-12-17 Daily Schedule                     | Compliant | Documenting Statement: Daily schedules were observed posted.  |
| Rule: 5180:2-12-18 Attendance Records                 | Compliant | Documenting Statement: During the inspection, attendance records were reviewed. Child Care Staff Members were viewed recording the attendance for each child upon arrival and departure. All attendance records met the requirements of the rule and were kept with the group at all times. |
| Rule: 5180:2-12-18 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: 5180:2-12-17 Daily Outdoor Play            | Compliant | Documenting Statement: During the inspection, the requirements of the rule regarding daily outdoor play were discussed.                                     |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-18 License Capacity                    | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-18 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   | Status    | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-19 Supervision                   | Compliant | Documenting Statement: Child Care Staff Members were supervising the children and were able to intervene as needed.   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-19 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   |
| 5180:2-12-22 Meal and Snack Requirements         | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-22 Safe Food Handling/Storage          | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-22 Fluid Milk Requirements             | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-23 Diapering and Toilet Training | Compliant | Documenting Statement: Children who were toilet training used the children restroom.  |

| Rule   | Status    | Documenting Statement(s), If applicable   |
|--|-----------|---|
| Rule: 5180:2-12-25 Medication Administration | Compliant | Documenting Statement: The program had complete written documentation for administering medication or food supplements. |