



## 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>M E LYONS YMCA CHILD CARE          |  | Program Number<br>000000200757      |                         |
| Program Type<br>Child Care Center                  |  |                                     |                         |
| Address<br>8108 CLOUGH PIKE CINCINNATI<br>OH 45244 |  | County<br>HAMILTON                  |                         |
|                                                    |  |                                     |                         |
| Building Approval Date<br>03/23/1978               |  | Use Group/Code<br>BB 61 (1972-1979) | Occupancy Limit<br>None |
| Maximum Under 2 ½                                  |  |                                     |                         |
| Fire Inspection Approval Date<br>03/09/2022        |  | Food Service Risk Level<br>Level II |                         |

| Inspection Information        |                                      |                          |                        |                                  |
|-------------------------------|--------------------------------------|--------------------------|------------------------|----------------------------------|
| Inspection Type<br>Follow-up  |                                      | Inspection Scope<br>Full |                        | Inspection Notice<br>Unannounced |
| Inspection Date<br>12/28/2022 |                                      | Begin Time 8:05 AM       |                        | End Time 11:15 AM                |
| Reviewer:<br>BRIAN CHASTAIN   |                                      |                          |                        |                                  |
| Summary of Findings           |                                      |                          |                        |                                  |
| No. Rules Verified<br>55      | No. Rules with Non-compliances<br>12 | No. Serious Risk<br>0    | No. Moderate Risk<br>1 | No. Low Risk<br>11               |

| 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                                             |                  | 0          | 0         | 0     |
| Preschool                                                 |                  | 0          | 0         | 0     |
| School Age                                                |                  | 11         | 0         | 11    |
| <b>Total Capacity/Enrollment</b>                          | 70               | 11         | 0         | 11    |

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



| Group      | Age Group/Range          | Ratio Observed | Comment |
|------------|--------------------------|----------------|---------|
| School Age | School-Age to < 11 years | 1 to 1         |         |
| School Age | School-Age to < 11 years | 2 to 10        |         |

### 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: 09 Children's Files

Rule: 5101:2-12-15 Medical/Physical Care Plans

Code: The program is required to have a completed JFS 01236 "Child Medical/Physical Care Plan for Child Care" on file at the program for any child having a health condition. The program is required to implement and/or follow instructions on the JFS 01236 for a child with a health condition.

Finding: A written, signed and dated JFS 01236 Child Medical/Physical Care Plan for Child Care must be on file for any child having health conditions which require monitoring for symptoms, or a medical procedure be performed, or ongoing administration of medication or medical foods at the program. In review of the children's records, it was determined that the required written information was either not on file, implemented or followed, for at least one child indicated on the Children Records Review, as noted in numbers 18, 19 below:

1. No plan was on file.
2. Child's name was missing.
3. Child's date of birth was missing.
4. Name of the condition was missing.
5. Indication if medication is required was missing.
6. Symptoms to watch for were missing.



7. Directions for when should the medication or medical food be administered were missing.
8. Instructions for administration were missing.
9. Conditions that trigger the need for medication or medical foods were missing.
10. Expected results of the medication or medical food were missing.
11. Actions to be taken if the symptoms do not subside were missing.
12. Activities, foods, environmental conditions to avoid were missing.
13. Training instructions were missing.
14. Directions for action to be taken if expected result of medication or medical food does not occur were missing.
15. Instructions regarding emergency evacuation, if applicable, were missing.
16. Dated signature of parent was missing.
17. Dated signature of certified professional who trained the program staff was missing, if parent was not the trainer.
18. Printed name(s)/Dated signature(s) of child care staff member(s) trained to perform the procedure were missing.
19. Dated signature(s) of administrator was missing.
20. Name of any applicable medication was missing.
21. Date medication was administered was missing.
22. Time medication was administered was missing.
23. Dosage administered was missing.
24. Signature of staff member who administered the medication was missing.
25. Medication listed in the procedures to follow was not onsite available to administer as instructed and alternate instructions for this situation were not included on the plan.
26. The plan was not implemented.
27. The plan was not able to be implemented due to conflicting information.
28. The plan was not followed.

Submit the program's corrective action plan, which includes a copy of the completed JFS 01236, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/28/2023

### Low Risk Non-Compliances

#### Domain: 00 License & Approvals

Rule: 5101:2-12-04 Building Department Inspection

Code: The program is required to maintain a copy of the certificate of occupancy on file at the center for review.



Finding: During the inspection, it was determined the program did not have a copy of the certificate of occupancy available on-site for review. Submit the program's corrective action plan, which includes a copy of the certificate of occupancy, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/28/2023

### **Domain: 03 Postings & Equipment**

Rule: 5101:2-12-16 Medical, Dental, and General Emergency Plan

Code: The program is required to post the fire and weather plans.

Finding: During the inspection, it was determined that the following information was not posted for item number 2 below:

1. Fire alert plan, including a diagram indicating evacuation routes.
2. Weather alert plan was missing details in paragraph H of the rule.
3. Weather alert plan was missing a diagram indicating evacuation routes.

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

Corrective Action Plan Due: 01/28/2023

### **Domain: 06 Program Information**

Rule: 5101:2-12-24 Swimming and Water Safety Requirements

Code: The program is required to obtain parental permission before children participate in water and swimming activities.

Finding: In the review of the program's records, it was determined that written permission from the parent had not been secured before a swimming or water activity as defined in number 2 below:

1. When water is directly accessible to children.
2. A child swims or plays in water eighteen inches or more in depth.
3. A child participates in activities in or on water eighteen inches or more in depth.
4. Infants and toddlers use wading pools.
5. Written permission was not updated annually for on-going activities.

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: 5101:2-12-08 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 numbers 1, 2 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: 01/28/2023

**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 numbers 2, 3, 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: 01/28/2023

**Domain: 08 Staff Files**

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

Code: 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.

Finding: 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: 01/28/2023

**Domain: 08 Staff Files**

Rule: 5101:2-12-08 Medical Statement

Code: The program staff medicals are required to be completed within the previous 12 months from the employee's first day of employment.

Finding: In review of the staff records, it was determined that medical examination statement(s) on file at the program were not dated within 12 months of the employee's first day of employment, for the employee(s) listed on the Employee Record Chart. Submit the program's corrective action plan, which includes a copy of the completed employee medical statement, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/28/2023



**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 numbers 3, 4, 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: 01/28/2023

**Domain: 08 Staff Files**

Rule: 5101:2-12-07 Administrator Qualifications

Code: The program administrator is required to complete the rules course review within the defined time period.

Finding: During the inspection, it was determined that the administrator had not completed the required rules review course provided by this Department for program administrators within the time period defined in 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: 5101:2-12-09 Background Check Requirements

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

Finding: 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 numbers 2, 3 below:

1. The JFS 01176 Program Notification of Background Check Review for Child Care the program received from the Department was not on file and the individual was not left alone with children.
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: 01/28/2023

#### 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 6, 10, 11, 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

| Rule                                         | Status    | Documenting Statement(s), If applicable                                                                    |
|----------------------------------------------|-----------|------------------------------------------------------------------------------------------------------------|
| 5101:2-12-02 License Posted                  | Compliant |                                                                                                            |
| 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                                                                    |
| 5101:2-12-04 Fire Inspection                 | Compliant |                                                                                                            |
| Rule                                         | Status    | Documenting Statement(s), If applicable                                                                    |
| Rule: 5101:2-12-04 Food Service Requirements | Compliant | Documenting Statement: The off-site food processing establishment's current Ohio Department of Agriculture |



|                                                               |              | registration information was observed during the inspection.                                                                                                                                     |
|---------------------------------------------------------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Rule                                                          | Status       | Documenting Statement(s), If applicable                                                                                                                                                          |
| 5101:2-12-07 Written Program Policies and Procedures          | Compliant    |                                                                                                                                                                                                  |
| Rule                                                          | Status       | Documenting Statement(s), If applicable                                                                                                                                                          |
| 5101:2-12-08 Child Care Staff Member Educational Requirements | Compliant    |                                                                                                                                                                                                  |
| Rule                                                          | Status       | Documenting Statement(s), If applicable                                                                                                                                                          |
| 5101:2-12-11 Indoor Space Requirements                        | Compliant    |                                                                                                                                                                                                  |
| Rule                                                          | Status       | Documenting Statement(s), If applicable                                                                                                                                                          |
| Rule: 5101:2-12-11 Outdoor Space Requirements                 | Not Verified | Documenting Statement: The outdoor play space was not viewed or inspected during this inspection due to snow covering.                                                                           |
| Rule                                                          | Status       | Documenting Statement(s), If applicable                                                                                                                                                          |
| 5101:2-12-11 Outdoor Play Equipment                           | Not Verified |                                                                                                                                                                                                  |
| Rule                                                          | Status       | Documenting Statement(s), If applicable                                                                                                                                                          |
| 5101:2-12-11 Outdoor Play Fall Zones                          | Not Verified |                                                                                                                                                                                                  |
| Rule                                                          | Status       | Documenting Statement(s), If applicable                                                                                                                                                          |
| 5101:2-12-12 Safe Equipment                                   | Compliant    |                                                                                                                                                                                                  |
| Rule                                                          | Status       | Documenting Statement(s), If applicable                                                                                                                                                          |
| 5101:2-12-12 Safe Environment                                 | Compliant    |                                                                                                                                                                                                  |
| 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                                                                       |
| 5101:2-12-16 Emergency Drills                   | Compliant |                                                                                                               |
| Rule                                            | Status    | Documenting Statement(s), If applicable                                                                       |
| 5101:2-12-16 First Aid/Standard Precautions     | Compliant |                                                                                                               |
| Rule                                            | Status    | Documenting Statement(s), If applicable                                                                       |
| 5101:2-12-16 Management of Communicable Disease | Compliant |                                                                                                               |
| Rule                                            | Status    | Documenting Statement(s), If applicable                                                                       |
| 5101:2-12-16 Incident/Injury Reporting          | Compliant |                                                                                                               |
| Rule                                            | Status    | Documenting Statement(s), If applicable                                                                       |
| 5101:2-12-16 Written Disaster Plan              | Compliant |                                                                                                               |
| Rule                                            | Status    | Documenting Statement(s), If applicable                                                                       |
| 5101:2-12-17 Daily Schedule                     | Compliant |                                                                                                               |
| Rule                                            | Status    | Documenting Statement(s), If applicable                                                                       |
| Rule: 5101:2-12-17 Materials and Equipment      | Compliant | Documenting Statement: An improvement in the quantity of equipment was observed.                              |
| Rule                                            | Status    | Documenting Statement(s), If applicable                                                                       |
| 5101:2-12-17 Daily Outdoor Play                 | Compliant |                                                                                                               |
| Rule                                            | Status    | Documenting Statement(s), If applicable                                                                       |
| 5101:2-12-18 License Capacity                   | Compliant |                                                                                                               |
| 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                                                                             |
| 5101:2-12-18 Attendance Records          | Compliant |                                                                                                                     |
| Rule                                     | Status    | Documenting Statement(s), If applicable                                                                             |
| Rule: 5101:2-12-19 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                                                                             |
| 5101:2-12-19 Child Guidance              | Compliant |                                                                                                                     |
| 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                                                                             |
| 5101:2-12-25 Medication Administration   | Compliant |                                                                                                                     |