



## 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>SHERWOOD ELEMENTARY YMCA CHILD CARE | Program Number<br>000000202873    | Program Type<br>Child Care Center |                   |
| Address<br>7080 GRANTHAM WAY CINCINNATI OH 45230    |                                   | County<br>HAMILTON                |                   |
| Summary of Program Details                          |                                   |                                   |                   |
| Building Approval Date                              | Use Group/Code<br>School Building | Occupancy Limit                   | Maximum Under 2 ½ |
| Fire Inspection Approval Date                       | Food Service Risk Level<br>Exempt |                                   |                   |

| Inspection Information        |                          |                                  |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type<br>Annual     | Inspection Scope<br>Full | Inspection Notice<br>Unannounced |
| Inspection Date<br>10/26/2021 | Begin Time 7:35 AM       | End Time 9:05 AM                 |
| Reviewer:<br>BRIAN CHASTAIN   |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                   |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>57 | No. Rules with Non-compliances<br>5 | No. Serious Risk<br>0 | No. Moderate Risk<br>1 | No. Low Risk<br>4 |

| 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  |                  | 43         | 0         | 43    |
| <b>Total Capacity/Enrollment</b>                          | 54               | 43         | 0         | 43    |

| Staff-Child Ratios at the Time of Inspection |                          |                |         |
|--|--------------------------|----------------|---------|
| Group  | Age Group/Range          | Ratio Observed | Comment |
| School Age                                   | School-Age to < 11 years | 2 to 7         |         |



|            |                          |         |  |
|------------|--------------------------|---------|--|
| School Age | School-Age to < 11 years | 1 to 12 |  |
| School Age | School-Age to < 11 years | 1 to 11 |  |

### Summary of Non-Compliances

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

#### 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" 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 "Child Medical/Physical Care Plan" for a child with a health condition.

Finding: A written, signed and dated JFS 01236 Child Medical/Physical Care Plan must be on file for any child having health conditions which require monitoring for symptoms or a medical procedure be performed 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 14, 15, 17, 18 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. Symptoms to watch for were missing.
6. Action to be taken if symptoms to occur were missing.
7. Activities/foods/environmental conditions to avoid, if applicable, were missing.
8. Medical procedures to be followed were missing.
9. Expected benefit was missing.



10. Name of any applicable medication was missing.
11. 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.
12. Instructions regarding emergency evacuation, if applicable, were missing.
13. Training instructions were missing.
14. Dated signature of parent or certified professional who trained the program staff was missing.
15. Dated signature(s) of child care staff member(s) trained to perform the procedure were missing.
16. Directions regarding additional services, if applicable, were missing.
17. Dated signature of parent giving permission to perform the procedure was missing.
18. Dated signature of program administrator was missing.
19. The plan was not implemented.
20. The plan was not able to be implemented due to conflicting information.
21. The plan was not followed.

Submit the program's corrective action plan, which includes copies of the completed JFS 01236 Child Medical/Physical Care Plans, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/25/2021

#### Low Risk Non-Compliances

##### Domain: 00 License & Approvals

Rule: 5101:2-12-04 Food License

Code: The program is required to maintain the food service license of any caterer they may utilize.

Finding: During the inspection, it was determined that a copy of the food service license for the catering food service (UMC) was not on file at the program. Submit the program's corrective action plan, which includes a copy of the caterer's current food service license, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/25/2021

##### Domain: 00 License & Approvals

Rule: 5101:2-12-02 Current Information



**Code:** The rule requires the program to keep their information current in OCLQS.

**Finding:** During the inspection, it was determined the information in number 4 below was not up to date in the Ohio Child Licensing and Quality System (OCLQS):

- 1) Mailing Address
- 2) Telephone Number
- 3) Email Address
- 4) Days and Hours of Operation
- 5) Services Offered
- 6) Name of Program

Technical assistance was provided, and as discussed, log on to OCLQS and update the information, as required.

**Domain: 03 Postings & Equipment**

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

**Code:** The program is required to post and implement the JFS 01242 "Medical, Dental, and General Emergency Plan" when necessary.

**Finding:** During the inspection, it was determined the requirements for the JFS 01242 Medical, Dental, and General Emergency Plan for Child Care were not followed as noted in number 3 below:

1. The plan was not posted by each telephone.
2. The plan was not posted in each classroom.
3. The plan was not posted in other spaces used by children (the gross motor area).
4. The name, address and telephone number of the program were not complete.
5. The location of first aid kit, fire extinguishers and fire alarm system, fire alarm pull stations and electrical circuit box were not complete.
6. The telephone number for emergency squad, fire department, hospital, poison control program, public children services agency, local health department, local emergency management agency, and police department were not complete.
7. Location of children's records was not complete.
8. Emergency information including any medications or supplies needed in the event of an evacuation was not complete.
9. The current version of the prescribed form was not used.
10. The plan was not implemented when necessary in that [ ].

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

Corrective Action Plan Due: 11/25/2021



**Domain: 08 Staff Files**

**Rule:** 5101:2-12-08 Medical Statement

**Code:** The program staff medicals are required to be completed and on file at the program.

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

Corrective Action Plan Due: 11/25/2021

**Rules In-Compliance/Not Verified**

| Rule  | Status    | Documenting Statement(s), If applicable  |
|---|-----------|--|
| 5101:2-12-22 Meal and Snack Requirements        | Compliant |  |
| 5101:2-12-13 Handwashing Requirements           | Compliant |  |
| Rule: 5101:2-12-04 Fire Approval                | Compliant | Documenting Statement: This program serves only school age children in a public or chartered non-public school building. |
| 5101:2-12-16 Management of Communicable Disease | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |



|   |               |  |
|---|---------------|--|
| 5101:2-12-13 Smoke Free Environment                           | 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 Child Care Staff Member Educational Requirements | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-16 Written Disaster Plan                            | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 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. |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-19 Child Guidance                                   | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-22 Fluid Milk Requirements                          | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-16 First Aid/Standard Precautions                   | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-11 Outdoor Play Fall Zones                          | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-18 License Capacity                                 | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-22 Safe Food Handling/Storage                       | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-07 Written Program Policies and Procedures          | Compliant     |  |



| Rule  | Status    | Documenting Statement(s), If applicable  |
|---|-----------|--|
| 5101:2-12-11 Indoor Space Requirements        | Compliant |  |
| Rule: 5101:2-12-16 Emergency Drills           | Compliant | Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified during this inspection.                                 |
| 5101:2-12-17 Materials and Equipment          | Compliant |  |
| Rule: 5101:2-12-11 Outdoor Play Equipment     | Compliant | Documenting Statement: Outdoor equipment was viewed to be safe and free of rust, sharp points, and other hazards.  |
| 5101:2-12-17 Daily Outdoor Play               | Compliant |  |
| Rule: 5101:2-12-04 Building Approval          | Compliant | Documenting Statement: This program serves only school age children in a public or chartered non-public school building.   |
| 5101:2-12-02 License Posted                   | Compliant |  |
| Rule: 5101:2-12-11 Outdoor Space Requirements | Compliant | Documenting Statement: The quarterly playground inspection(s) were completed and documented, as required. The most recent inspection report form was dated 10/14/21. |
| 5101:2-12-19 Supervision                      | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |



|  |               |   |
|--|---------------|---|
| 5101:2-12-17 Daily Schedule                        | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-15 Child Medical and Enrollment Records  | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-12 Safe Equipment                        | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-08 Orientation and Staff Records         | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-10 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>  |
| 5101:2-12-10 Professional Development Requirements | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-12 Safe Environment                      | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-16 Incident/Injury Reporting             | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-18 Attendance Records                    | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-18 Group Size                            | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 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 |
|---|-----------|---|
| 5101:2-12-25 Medication Administration and Food Supplements | Compliant |   |
| 5101:2-12-09 Background Check Requirements                  | Compliant |   |
| 5101:2-12-03 Inspection Requirements                        | Compliant |   |
| 5101:2-12-07 Administrator Responsibilities/Requirements    | Compliant |   |