



## 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>The Child Garden Oberlin            | Program Number<br>000000300546       | Program Type<br>Child Care Center |                   |
| Address<br>14910 STATE ROUTE 58 OBERLIN<br>OH 44074 |                                      | County<br>LORAIN                  |                   |
| Building Approval Date<br>07/10/2012                | Use Group/Code<br>E                  | Occupancy Limit<br>20             | Maximum Under 2 ½ |
| Fire Inspection Approval Date<br>09/27/2022         | Food Service Risk Level<br>Level III |                                   |                   |

| Inspection Information        |                          |                                  |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type<br>Annual     | Inspection Scope<br>Full | Inspection Notice<br>Unannounced |
| Inspection Date<br>02/15/2023 | Begin Time 9:45 AM       | End Time 1:07 PM                 |
| Reviewer:<br>MARY WOODLAND    |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                   |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>58 | No. Rules with Non-compliances<br>8 | No. Serious Risk<br>0 | No. Moderate Risk<br>1 | No. Low Risk<br>7 |

| 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)                                 |                  | 15         | 2         | 17    |
| Young Toddler   |                  | 8          | 2         | 10    |
| <b>Total Under 2 ½ Years</b>                              | 38               | 23         | 4         | 27    |
| Older Toddler   |                  | 5          | 3         | 8     |
| Preschool   |                  | 33         | 15        | 48    |
| School Age  |                  | 1          | 18        | 19    |
| <b>Total Capacity/Enrollment</b>                          | 136              | 39         | 36        | 102   |

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



|                          |                          |         |                                |
|--------------------------|--------------------------|---------|--------------------------------|
| Infant 1                 | 0 to < 12 months         | 1 to 5  | At Arrival                     |
| Infant 1                 | 0 to < 12 months         | 1 to 5  | 2nd                            |
| Infant 2                 | 12 months to < 18 months | 2 to 6  | At Arrival                     |
| Infant 2                 | 12 months to < 18 months | 2 to 6  | 2nd                            |
| Toddler                  | 18 months to < 30 months | 2 to 10 | At Arrival-During Outdoor Play |
| Toddler                  | 18 months to < 30 months | 2 to 10 | At Nap                         |
| Preschool 1              | 30 months to < 36 months | 2 to 13 | At Arrival                     |
| Preschool 1              | 30 months to < 36 months | 2 to 13 | Lunch Prep                     |
| Preschool 2              | 3 years to < 4 years     | 1 to 11 | At Arrival                     |
| Preschool 2              | 3 years to < 4 years     | 1 to 11 | Lunch Prep                     |
| Preschool 3              | 4 years to < 5 years     | 1 to 6  | At Arrival                     |
| Preschool 3              | 4 years to < 5 years     | 1 to 6  | During Outdoor Play            |
| Private Preschool MWF AM | 4 years to < 5 years     | 1 to 5  | At Arrival                     |

### 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: 08 Staff Files**

Rule: 5101:2-12-09 Background Check Requirements

Code: The program is required to have staff update their background checks every five years as required.

Finding: In review of the staff records, it was determined that background checks were not updated every five years for the individual(s) listed on the Employee Record Chart as noted in number(s) 1 below:



1. Owner
2. Administrator
3. Child care staff member, employee

Submit the program's corrective action plan, which includes a copy of the JFS 01176, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 03/17/2023

### Low Risk Non-Compliances

#### Domain: 02 Safe & Sanitary Environment

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

Code: The program is required to provide equipment and materials that are easy to clean.

Finding: During the inspection, it was determined that at least one piece of equipment, furnishings, or material at the program was not constructed of materials to facilitate cleaning as noted in number(s) 1; 4 below:

1. The material had a tear.
2. The material was not washable.
3. The material was porous.
4. The surface was cracked.
5. The surface was repaired, but in a manner that still did not facilitate cleaning.
6. Other [ ].

Equipment, furnishings, and furniture shall be constructed of materials to facilitate cleaning. 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 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 a completed medical examination statement for the employee(s) listed on the Employee Record Chart was 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: 03/17/2023

**Domain: 08 Staff Files**

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

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

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

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

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

Corrective Action Plan Due: 03/17/2023

**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 number(s) 3; 4; 5; 7 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: 03/17/2023

**Domain: 08 Staff Files**

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

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

Finding: In review of the staff records, it was determined that at least one child care staff member had not completed required health and safety training as noted in number(s) 2; 3; 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: 03/17/2023

**Domain: 09 Children's Files**



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

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

**Finding:** In review of 25% of the children's records, it was determined that information had not been secured from the parent/guardian on the JFS 01234 "Child Enrollment and Health Information For Child Care", as required, for the items in number(s) 10 below.

1. No enrollment form was completed for at least one child
2. The current JFS 01234 was not completed for at least one child
3. Complete child information
4. Complete parent information
5. Complete emergency contact information
6. Complete physician information
7. Information regarding the parent list
8. Health information
9. Additional information for all boxes checked "yes"
10. Emergency transportation information
11. Parent/guardian's signature
12. Diapering Statement
13. Acknowledgement of Policies and Procedures
14. Enrollment form for at least one child was not updated by either the parent or the administrator
15. Enrollment form for at least one child was not signed by the administrator
16. Other [ ]

Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

**Domain: 09 Children's Files**

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

**Code:** The program is required to maintain a complete JFS 01236 "Child Medical/Physical Care Plan for Child Care" on file for any child having a health condition.

**Finding:** In review of the children's records, it was determined that the JFS 01236 "Child Medical/Physical Care Plan for Child Care" did not meet the requirements of the rule as noted in number(s) 3 below:

1. The JFS 01236 had not been updated as needed and at least annually.
2. A separate JFS 01236 had not been used for each condition.
3. The program used an old version of the JFS 01236.



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

Corrective Action Plan Due: 03/17/2023

**Rules In-Compliance/Not Verified**

| Rule   | Status    | Documenting Statement(s), If applicable   |
|--|-----------|---|
| 5101:2-12-02 License Posted                  | Compliant |   |
| 5101:2-12-02 Current Information             | Compliant |   |
| 5101:2-12-03 Inspection Requirements         | Compliant |   |
| 5101:2-12-04 Building Department Inspection  | Compliant |   |
| Rule: 5101:2-12-04 Fire Inspection           | Compliant | Documenting Statement: Please Note: Documentation of a fire inspection without any uncorrected violations must be secured for the program. Secure a new fire inspection by 9/27/23. |
| Rule: 5101:2-12-04 Food Service Requirements | Compliant | Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: CKNL-CC4JFC and 3/1/23.                                  |



| Rule  | Status    | Documenting Statement(s), If applicable  |
|---|-----------|--|
| 5101:2-12-07 Administrator Qualifications                           | Compliant |  |
| 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.                           |
| Rule: 5101:2-12-08 Child Care Staff Member Educational Requirements | Compliant | Documenting Statement: All Child Care Staff Members had verification of educational requirements on file at the program.   |
| Rule: 5101:2-12-10 Professional Development Requirements            | Compliant |  |
| Rule: 5101:2-12-11 Indoor Space Requirements                        | Compliant |  |
| Rule: 5101:2-12-11 Separation of Children Under 2 1/2 Years         | Compliant |  |
| Rule: 5101:2-12-11 Outdoor Space Requirements                       | Compliant | Documenting Statement: The quarterly playground inspections were completed and documented, as required. The most recent inspection report form was dated 1/9/23. |
| Rule: 5101:2-12-11 Outdoor Play Equipment                           | Compliant |  |
| Rule: 5101:2-12-11 Outdoor Play Fall Zones                          | Compliant |  |
| Rule: 5101:2-12-12 Safe Equipment                                   | Compliant |  |





| Rule   | Status    | Documenting Statement(s), If applicable   |
|--|-----------|---|
| 5101:2-12-12 Safe Environment                                  | Compliant |   |
| 5101:2-12-13 Handwashing Requirements                          | Compliant |   |
| 5101:2-12-13 Smoke Free Environment                            | Compliant |   |
| Rule: 5101:2-12-16 Medical, Dental, and General Emergency Plan | Compliant | Documenting Statement: On the day of the inspection, the complete prescribed JFS 01242 "Medical, Dental, and General Emergency Plan For Child Care" were posted in the program as required. |
| Rule: 5101:2-12-16 Emergency Drills                            | Compliant | Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified during this inspection.  |
| 5101:2-12-16 First Aid/Standard Precautions                    | Compliant |   |
| 5101:2-12-16 Management of Communicable Disease                | Compliant |   |
| 5101:2-12-16 Incident/Injury Reporting                         | Compliant |   |
| 5101:2-12-16 Written Disaster Plan                             | Compliant |   |
| 5101:2-12-17 Daily Schedule                                    | Compliant |   |



| Rule                                  | Status    | Documenting Statement(s), If applicable   |
|---------------------------------------|-----------|---|
| 5101:2-12-17 Materials and Equipment  | Compliant |   |
| 5101:2-12-17 Daily Outdoor Play       | Compliant |   |
| 5101:2-12-18 License Capacity         | Compliant |   |
| 5101:2-12-18 Ratio                    | Compliant |   |
| 5101:2-12-18 Group Size               | Compliant |   |
| Rule: 5101:2-12-18 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. |
| 5101:2-12-19 Supervision              | Compliant |   |
| 5101:2-12-19 Child Guidance           | Compliant |   |
| Rule: 5101:2-12-20 Cots and Napping   | Compliant | Documenting Statement: Cots were placed appropriately and safely during nap time.   |
| 5101:2-12-20 Cribs                    | Compliant |   |
| Rule                                  | Status    | Documenting Statement(s), If applicable   |



|   |           |  |
|---|-----------|--|
| Rule: 5101:2-12-22 Meal and Snack Requirements        | Compliant | Documenting Statement: Posted menus were current and dated.  |
| 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                      |
| 5101:2-12-23 Infant Daily Care                        | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable                      |
| Rule: 5101:2-12-23 Infant Bottle and Food Preparation | Compliant | Documenting Statement: All bottles were labeled as required. |
| Rule  | Status    | Documenting Statement(s), If applicable                      |
| 5101:2-12-23 Diapering and Toilet Training            | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable                      |
| 5101:2-12-25 Medication Administration                | Compliant |  |