

## 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>K-CITY                                   | Program Number<br>000000400139       | Program Type<br>Child Care Center |                    |
| Address<br>111 EAST WHITNEY AVENUE SHELBY<br>OH<br>44875 |                                      |                                   | County<br>RICHLAND |
| Building Approval Date                                   | Use Group/Code                       | Occupancy Limit                   | Maximum Under 2 ½  |
| Fire Inspection Approval Date<br>02/19/2025              | Food Service Risk Level<br>Level III |                                   |                    |

| Inspection Information        |                          |                                  |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type<br>Annual     | Inspection Scope<br>Full | Inspection Notice<br>Unannounced |
| Inspection Date<br>07/29/2025 | Begin Time<br>9:45 AM    | End Time<br>3:20 PM              |
| Reviewer:<br>Joseph Diehm     |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                   |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>58 | No. Rules with Non-compliances<br>6 | No. Serious Risk<br>0 | No. Moderate Risk<br>0 | 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)                                 |                  | 12         | 0         | 12    |
| Young Toddler   |                  | 7          | 0         | 7     |
| <b>Total Under 2 ½ Years</b>                              | 58               | 19         | 0         | 19    |
| Older Toddler   |                  | 4          | 0         | 4     |
| Preschool   |                  | 21         | 0         | 21    |
| School Age  |                  | 54         | 0         | 54    |
| <b>Total Capacity/Enrollment</b>                          | 136              | 79         | 0         | 98    |

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

|                 |                          |         |               |
|-----------------|--------------------------|---------|---------------|
| Preschool       | 4 years to < 5 years     | 1 to 6  |               |
| Preschool       | 4 years to < 5 years     | 1 to 7  |               |
| Cuddlers        | 0 to < 12 months         | 3 to 7  |               |
| Cuddlers        | Mixed Age Group          | 3 to 9  | 0 - 18 months |
| Twaddlers       | Mixed Age Group          | 1 to 4  | 12m - 20m     |
| Toddler         | Mixed Age Group          | 2 to 8  | 18m- 3 years  |
| Toddler         | Mixed Age Group          | 1 to 6  | 18m- 3 year   |
| Early Preschool | 3 years to < 4 years     | 1 to 9  |               |
| School Age      | School-Age to < 11 years | 2 to 28 |               |
| School Age      | School-Age to < 11 years | 2 to 28 |               |

### 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: 02 Safe & Sanitary Environment

Rule: 5180:2-12-12 Safe Environment

Code: The program is required to store chemicals and cleaning and sanitizing supplies in a place that is inaccessible to children. Cleaning agents, aerosol cans and chemical substances must be stored in their original container or clearly labeled. School-age children may use cleaning supplies and equipment with adult supervision.

Finding: During the inspection, a potentially hazardous substance, which was determined to not present a serious risk to a child, was not used or stored properly as noted in number(s) 4,9 below:

1. Cosmetics were accessible to children in the [ ] area.
2. Disinfecting wipes were accessible to children in the [ ] area.
3. Fish food was accessible to children in the [ ] area.
4. Hand lotion was accessible to children in the EPS area.
5. Hand sanitizer (for children under 24 months) was accessible to children in the [ ] area.
6. Laundry detergent was accessible to children in the [ ] area.
7. Powder dish washing soap was accessible to children in the [ ] area.
8. Paint cans were accessible to children in the [ ] area.
9. White out was accessible to children in the PS area.
10. Potting Soil was accessible to children in the [ ] area.
11. Other potentially hazardous substance [ ] was accessible to children in the [ ] area.
12. Cleaning/sanitizing supplies had not been clearly labeled.
13. School-age children were using cleaning supplies, agents and/or equipment without adult supervision.
14. A spray aerosol was used in the [ ] group while children were in attendance.
15. Other: [ ].

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

Corrective Action Plan Due: 08/29/2025

#### Domain: 03 Postings & Equipment

Rule: 5180:2-12-16 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(s) 1,3 below:

1. Fire alert plan, including a diagram indicating evacuation routes.
2. Weather alert plan was missing details for [ ].
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: 08/29/2025

**Domain: 07 Diapering & Infant Care**

Rule: 5180:2-12-23 Infant Bottle and Food Preparation

Code: The program staff is required to label and store bottles with breast milk following the requirements in rule.

Finding: During the inspection, it was determined that breast milk provided by the parent was not stored appropriately as noted in number(s) 1 below:

1. Not labeled with infant's name, date pumped, and date bottle was prepared;
2. Not immediately refrigerated or frozen;
3. Stored at room temperature longer than eight hours;
4. Stored at the program for more than five days after it was expressed;
5. Stored longer than two weeks in the freezer compartment of the refrigerator;
6. Stored longer than six months in the refrigerator/freezer;
7. Stored longer than twelve months in the deep freezer;
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: 08/29/2025

**Domain: 08 Staff Files**

Rule: 5180:2-12-10 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 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: 08/29/2025

**Domain: 08 Staff Files**

Rule: 5180:2-12-07 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) 3,5 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: 08/29/2025

**Domain: 09 Children's Files**

Rule: 5180:2-12-25 Medication Administration

Code: The program is required to store medical foods and topical products out of the reach of children.

Finding: During the inspection, it was determined that a medical food or topical product, diaper creams, were within the reach of children in the twaddlers room. 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: 5180:2-12-25 Medication Administration

Code: The program is required to remove all medication, medical foods and topical products that are no longer being administered or have expired. The program is also required to maintain current documentation to administer medications, medical foods and topical products.

Finding: During the inspection, it was determined that medication, medical foods and/or topical products did not meet the requirement(s) for administering medication, medical foods, and/or medical products as noted in number(s) 3 below:

1. The medication, medical food, or topical product was no longer needed and had not been removed from the program.
2. The medication, medical food, or topical product had expired and had not been removed from the program.
3. The prescription label had expired.

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

Corrective Action Plan Due: 08/29/2025

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**Rules In-Compliance/Not Verified**

| Rule   | Status    | Documenting Statement(s), If applicable   |
|--|-----------|---|
| 5180:2-12-02 License Posted                  | Compliant |   |
| 5180:2-12-04 Building Department Inspection  | Compliant |   |
| 5180:2-12-02 Current Information             | Compliant |   |
| 5180:2-12-03 Inspection Requirements         | Compliant |   |
| Rule: 5180:2-12-04 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 2/19/26. |
| Rule: 5180:2-12-04 Food Service Requirements | Compliant | Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: 3/1/26 SSHR-DEJPK.                                       |
| 5180:2-12-07 Administrator Qualifications    | Compliant |   |
| 5180:2-12-08 Medical Statement               | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |

| 5180:2-12-08 Child Care Staff Member Educational Requirements | Compliant |   |
|---|-----------|---|
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-08 Orientation Training & Whistle Blower Protection | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-09 Background Check Requirements                    | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-10 Professional Development Requirements            | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-11 Indoor Space Requirements                        | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-11 Separation of Children Under 2 1/2 Years         | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-11 Outdoor Space Requirements                       | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-12 Safe Equipment                                   | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-11 Outdoor Play Equipment                           | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-11 Outdoor Play Fall Zones                    | Compliant | Documenting Statement: The protective material used under outdoor equipment was rubber mulch SA, pea gravel Tods. |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-13 Sanitary Equipment and Environment               | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-13 Handwashing Requirements                         | Compliant |   |

| Rule  | Status    | Documenting Statement(s), If applicable |
|---|-----------|---|
| 5180:2-12-13 Smoke Free Environment                   | Compliant |   |
| 5180:2-12-14 Transportation and Field Trip Procedures | Compliant |   |
| 5180:2-12-14 Transportation - Driver Requirements     | Compliant |   |
| 5180:2-12-14 Transportation - Vehicle Requirements    | Compliant |   |
| 5180:2-12-15 Child Medical and Enrollment Records     | Compliant |   |
| 5180:2-12-15 Medical/Physical Care Plans              | Compliant |   |
| 5180:2-12-16 Emergency Drills                         | Compliant |   |
| 5180:2-12-16 First Aid/Standard Precautions           | Compliant |   |
| 5180:2-12-16 Management of Communicable Disease       | Compliant |   |
| 5180:2-12-16 Incident/Injury Reporting                | Compliant |   |
| 5180:2-12-17 Materials and Equipment                  | Compliant |   |
| 5180:2-12-17 Daily Schedule                           | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable |

|  |               |  |
|--|---------------|--|
| 5180:2-12-18 Attendance Records          | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-18 Group Size                  | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-17 Daily Outdoor Play          | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-18 License Capacity            | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-18 Ratio                       | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-20 Cots and Napping            | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-19 Supervision                 | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-19 Child Guidance              | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-20 Cribs                       | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-22 Meal and Snack Requirements | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-22 Safe Food Handling/Storage  | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-22 Fluid Milk Requirements     | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-23 Infant Daily Care           | Compliant     |  |



**Department of  
Children & Youth**

| Rule                                       | Status    | Documenting Statement(s), If applicable |
|--|-----------|---|
| 5180:2-12-23 Diapering and Toilet Training | Compliant |   |