



## 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>CHRISTIAN VILLAGE ACADEMY                    | Program Number<br>000000400496      | Program Type<br>Child Care Center |                         |
| Address<br>6950-H AMERICANA PARKWAY REYNOLDSBURG<br>OH 43068 |                                     | County<br>FRANKLIN                |                         |
| Building Approval Date<br>07/17/2015                         | Use Group/Code<br>E                 | Occupancy Limit<br>56             | Maximum Under 2 ½<br>56 |
| Fire Inspection Approval Date<br>07/21/2021                  | 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>04/25/2022 | Begin Time 8:15 AM       | End Time 12:55 PM                |
| Reviewer:<br>CHRISTY HUNTER   |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                   |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>58 | No. Rules with Non-compliances<br>6 | No. Serious Risk<br>0 | No. Moderate Risk<br>1 | No. Low Risk<br>5 |

| 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)                                 |                  | 5          | 0         | 5     |
| Young Toddler   |                  | 5          | 0         | 5     |
| <b>Total Under 2 ½ Years</b>                              | 17               | 10         | 0         | 10    |
| Older Toddler   |                  | 4          | 0         | 4     |
| Preschool   |                  | 30         | 0         | 30    |
| School Age  |                  | 2          | 0         | 2     |
| <b>Total Capacity/Enrollment</b>                          | 56               | 36         | 0         | 46    |

| Staff-Child Ratios at the Time of Inspection |                  |                |         |
|--|------------------|----------------|---------|
| Group  | Age Group/Range  | Ratio Observed | Comment |
| Infant                                       | 0 to < 12 months | 1 to 1         |         |



|           |                          |         |   |
|-----------|--------------------------|---------|---|
| Infant    | 0 to < 12 months         | 1 to 4  | naptime                                       |
| Toddlers  | 18 months to < 30 months | 1 to 6  | lunch   |
| Preschool | 3 years to < 4 years     | 1 to 9  | lunch   |
| PreK      | 4 years to < 5 years     | 1 to 11 | outdoor play                                  |
| Prek Plus | Mixed Age Group          | 1 to 12 | toddlers through school-age children combined |
| Prek Plus | 4 years to < 5 years     | 1 to 8  | lunch   |
| Prek Plus | School-Age to < 11 years | 1 to 1  | on program van to school                      |

### 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: 01 Ratio & Supervision

**Rule:** 5101:2-12-18 Ratio

**Code:** The program is required to maintain the appropriate staff to child ratio for each group served.

**Finding:** During the inspection, a ratio of 1 child care staff member(s) for 12 children was determined to have occurred for the mixed age group (included toddler children) when the situation in number(s) 2 below occurred:

1. A child care staff member stepped out of the room.
2. A child care staff member had not arrived at work on time.
3. Children were present who were not scheduled to be there.
4. A child care staff member was unable to work.
5. A child was injured in that group.



6. A child arrived in the group before a second staff member was scheduled to arrive with the group.
7. Two groups were combined, and the program did not follow the ratio for the youngest child in the group.
8. A child was transitioning to the next older age group, and the program did not follow the ratio for the youngest child in the group.
9. Ratio was doubled for more than two hours while children were napping.
10. Ratio was doubled while children were napping for a group that included at least one infant.
11. Ratio was doubled while children were napping and there were not enough staff members in the building to meet staff/child ratio.
12. Ratio was doubled in the school age group to allow access to the program, however, the program does not serve only school age children.
13. Both child care staff members did not have a working communication device when one staff member left the group to allow access to the school age only program.
14. The child care staff member did not return to the group after allowing access to the school age only program.
15. Other [ ].

Additional child care staff members must be hired or current child care staff members must be rescheduled to maintain compliance. Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 05/25/2022

### Low Risk Non-Compliances

#### Domain: 01 Ratio & Supervision

Rule: 5101:2-12-18 Attendance Records

Code: The program is required to maintain a record of the arrival and departure of each child. The program is also required to retain the original attendance record at the center for a period of one year.

Finding: During the inspection, it was determined the program did not meet the requirements for keeping an attendance record as listed in number(s) 2 below:

1. No attendance record was being maintained.
2. The attendance record was not being consistently completed.
3. The original attendance documentation was not kept at the program for a period of one year.

Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 05/25/2022



**Domain: 01 Ratio & Supervision**

Rule: 5101:2-12-19 Supervision

Code: The program staff is required to supervise children in their assigned group by sight and hearing. Supervision includes being near enough to respond and reach children immediately including responding to the child's basic needs and protecting them from harm.

Finding: During the inspection, it was determined that children were not being properly supervised as noted in number(s) 1, 4 below:

1. Child(ren) were not within both sight and hearing of a child care staff member during indoor play.
2. Child(ren) were not within both sight and hearing of a child care staff member during outdoor play.
3. Child(ren) were not within both sight and hearing of a child care staff member more than once.
4. Staff were not physically present in the space and near enough to respond and reach the child(ren) immediately.
5. Other: [ ].

Children must be supervised according to rule and within both sight and hearing of a child care staff member at all times. Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 05/25/2022

**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(s) 1, 2 below:

1. Fire alert plan, including a diagram indicating evacuation routes. (cafeteria)
2. Weather alert plan was missing details for written emergency information.
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: 05/25/2022



**Domain: 05 Health & Safety**

Rule: 5101:2-12-16 First Aid/Standard Precautions

Code: The program is required to have a first aid kit onsite.

Finding: During the inspection, it was determined first aid kit(s) at the program had missing, or expired, items that are required by appendix A of this rule to be contained in a first aid kit, as noted in number(s) 9 below:

1. The program did not have a first aid kit [onsite, on the vehicle, on a field trip].
2. One roll of hypoallergenic first-aid tape.
3. Individually wrapped sterile gauze squares in assorted sizes.
4. Sterile adhesive bandages in assorted sizes.
5. Tweezers.
6. Gauze rolled bandage.
7. Triangular bandage.
8. Rounded end scissors.
9. Tooth preservation system or fresh chilled liquid milk in which to transport a lost permanent tooth, including a written reference indicating location of the refrigerator/freezer where milk is stored if a tooth preservation system is not part of the first aid kit (for programs serving school age children only). (expired in the van)
10. A working digital thermometer.
11. Disposable non-latex gloves.
12. A working flashlight.
13. An instant cold pack that has not been activated or ice, including a written reference indicating location of the refrigerator/freezer where the ice is stored if an instant cold pack is not part of the first aid kit.
14. Sealable leak-proof plastic bags in assorted sizes or double bagged plastic bags that can be securely tied for materials soiled with blood or bodily fluids.
15. Pocket mask or face shield, appropriate for all ages of children in care, for cardiopulmonary resuscitation (CPR) administration.
16. Soap or waterless sanitizer (field trip or transporting away from the program only).
17. Bottled water (field trip or transporting away from the program only).

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 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) 2, 4, 8 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  |
|-----------------------------------|-----------|--|
| Rule: 5101:2-12-02 License Posted | Compliant | Documenting Statement: The license was in a location visible to parents as required. |
| Rule                              | Status    | Documenting Statement(s), If applicable  |



| 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 Building Department Inspection                    | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| 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 7/21/21. |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| 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: #9944936, exp. 3/1/22.                                   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-05 Denial, Revocation and Suspension                 | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-07 Administrator Qualifications                      | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-07 Administrator Responsibilities/Requirements | Compliant | Documenting Statement: The administrator's hours of availability to meet with parents were posted in a noticeable location.   |
| Rule   | 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 Medical Statement                                 | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
|  |           |   |



|   |               |  |
|---|---------------|--|
| 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.   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-08 Orientation Training & Whistle Blower Protection       | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| Rule: 5101:2-12-09 Background Check Requirements                    | Compliant     | Documenting Statement: During the inspection, the requirements of the rule regarding background checks were discussed.   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-10 Health Training Requirements                           | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-11 Indoor Space Requirements                              | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-11 Separation of Children Under 2 1/2 Years               | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| Rule: 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 4/4/22. |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-11 Outdoor Play Equipment                                 | 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>   |
| Rule: 5101:2-12-12 Safe Environment                                 | Compliant     | Documenting Statement: All electrical outlets were covered with safety receptacles.  |





| Rule  | Status    | Documenting Statement(s), If applicable   |
|---|-----------|---|
| 5101:2-12-13 Sanitary Equipment and Environment             | Compliant |   |
| Rule: 5101:2-12-13 Handwashing Requirements                 | Compliant | Documenting Statement: Staff and children were observed washing hands as required by the rule.  |
| Rule: 5101:2-12-13 Smoke Free Environment                   | Compliant |   |
| Rule: 5101:2-12-14 Transportation and Field Trip Procedures | Compliant | Documenting Statement: The form(s) used by the program for routine and/or field trips were verified to meet the requirements of the rule.                                     |
| Rule: 5101:2-12-14 Transportation - Driver Requirements     | Compliant | Documenting Statement: The driver(s) had completed the required ODJFS driver training.  |
| Rule: 5101:2-12-14 Transportation - Vehicle Requirements    | Compliant | Documenting Statement: An annual safety check of the vehicle(s), using the JFS 01230 "Vehicle Inspection Report For Child Care Centers" form, was verified and dated 6/30/21. |
| 5101:2-12-15 Medical/Physical Care Plans                    | Compliant |   |
| 5101:2-12-16 Emergency Drills                               | Compliant |   |
| 5101:2-12-16 Management of Communicable Disease             | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |



|  |               |  |
|--|---------------|--|
| 5101:2-12-16 Incident/Injury Reporting   | 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: 5101:2-12-17 Daily Schedule        | Compliant     | Documenting Statement: Daily schedules were observed posted.                   |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>                                 |
| 5101:2-12-17 Materials and Equipment     | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>                                 |
| 5101:2-12-17 Daily Outdoor Play          | 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>                                 |
| 5101:2-12-18 Group Size                  | Compliant     |  |
| <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>                                 |
| 5101:2-12-20 Cots and Napping            | Compliant     |  |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>                                 |
| Rule: 5101:2-12-20 Cribs                 | Compliant     | Documenting Statement: All cribs were labeled with the assigned infant's name. |
| <b>Rule</b>                              | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>                                 |
| 5101:2-12-22 Meal and Snack Requirements | 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>                                 |



|   |               |  |
|---|---------------|--|
| 5101:2-12-22 Safe Food Handling/Storage               | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-23 Infant Daily Care                        | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| Rule: 5101:2-12-23 Infant Bottle and Food Preparation | Compliant     | Documenting Statement: All bottles were warmed in accordance with the rule in a bottle warmer. |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-23 Diapering and Toilet Training            | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5101:2-12-25 Medication Administration                | Compliant     |  |