

## Center Complaint Inspection Summary 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>MILESTONE LANE                | Program Number<br>000000400748 | Program Type<br>Child Care Center |
| Address<br>201 N. GALENA RD. SUNBURY OH 43074 |                                | County<br>DELAWARE                |

| Inspection Information        |                                     |                              |                             |                                  |
|-------------------------------|-------------------------------------|------------------------------|-----------------------------|----------------------------------|
| Inspection Type<br>Complaint  |                                     |                              | Inspection Scope<br>Partial | Inspection Notice<br>Unannounced |
| Reviewer(s) Catherine Moersch |                                     | Inspection Day<br>07/24/2025 | Begin Time<br>10:55 AM      | End Time<br>12:15 PM             |
| Summary of Findings           |                                     |                              |                             |                                  |
| No. Rules Verified<br>6       | No. Rules with Non-compliances<br>5 | No. Serious Risk<br>1        | No. Moderate Risk<br>3      | No. Low Risk<br>1                |

| Staff-Child Ratios at the Time of Inspection |                          |                |         |
|--|--------------------------|----------------|---------|
| Group  | Age Group/Range          | Ratio Observed | Comment |
| Infants                                      | 0 to < 12 months         | 2 to 7         |         |
| Toddlers                                     | 18 months to < 30 months | 1 to 7         |         |
| Older Infants                                | 12 months to < 18 months | 1 to 5         |         |
| School Age                                   | School-Age to < 11 years | 2 to 10        |         |
| Pre-K  | 4 years to < 5 years     | 1 to 9         |         |
| Preschool                                    | 3 years to < 4 years     | 1 to 11        |         |

## Complaint Allegations

*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.*

### Domain:00 License & Approvals

Rule: 5180:2-12-03 Inspection Requirements

Code: The program administrator and owner are required to provide true and accurate information.

**Allegation:** It was alleged that the program administrator provided false information to the licensing specialist during an inspection.

**Determination:** Substantiated

**Findings:** During the inspection, it was determined that the program provided false information, in that the program administrator provided false information regarding staff working at the program. The rule requires the program to provide accurate and truthful information to the Department.

Rule 5180:2-12-03 requires the program to notify parents when a serious risk non-compliance is cited. The notification must inform parents of the serious risk non-compliance and include the Department of Children and Youth website and location of further information regarding the determination. Submit the program's corrective action plan, which includes a copy of the written parent notification, to the Department to verify compliance with the requirements of this rule.

**Risk Level:** Serious

**Corrective Action Plan Due:** 07/30/2025

### Domain:01 Ratio & Supervision

Rule: 5180:2-12-19 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.

**Allegation:** It was alleged that the program was not properly supervising children.

**Determination:** Substantiated

**Findings:** During the inspection, it was determined that children were not being properly supervised as noted in number(s) 5 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: A staff member was sleeping while they were supposed to be supervising children.

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.

**Risk Level:** Low

Corrective Action Plan Due: 08/24/2025

**Domain:01 Ratio & Supervision**

Rule: 5180:2-12-18 Ratio

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

Allegation: It was alleged that the program was not maintaining ratio.

Determination: Substantiated

Findings: During the inspection, a ratio of 1 child care staff member(s) for 12 children was determined to have occurred for the infant/toddler group when the situation in number(s) 10 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.

Risk Level: Moderate

Corrective Action Plan Due: 08/24/2025

**Domain:08 Staff Files**

Rule: 5180:2-12-09 Background Check Requirements

Code: The program is required to have all staff request background checks as required and receive a JFS 01176 or preliminary approval from ODJFS prior to allowing an individual to engage in assigned duties or be near children.

Allegation: It was alleged that staff used in ratio did not have background checks.



Determination: Substantiated

Findings: In review of the staff records, it was determined that background checks did not meet the requirements of the rule for the person(s) listed on the Employee Record Chart as noted in number(s) 1, 3 below:

1. The request for a background check for child care was not submitted in the OPR.
2. The fingerprints were not submitted electronically according to the process established by BCI.
3. The individual(s) had engaged in assigned duties or were near children and preliminary approval from ODJFS was not on file.
4. Background checks were not updated every five years.

Submit the program's corrective action plan, which includes a copy of the JFS 01176, or a copy of the preliminary approval or a statement that the individual(s) are no longer engaged in assigned duties and are not near children until the preliminary approval has been received, to the Department to verify compliance with the requirements of this rule.

Risk Level: Moderate

Corrective Action Plan Due: 08/24/2025

### Summary of Additional Non-Compliances

#### Serious Risk Non-Compliances

**No Additional Serious Risk Non-Compliances were observed during this inspection**

#### Moderate Risk Non-Compliances

##### Domain:08 Staff Files

Rule: 5180:2-12-09 Background Check Requirements

Code: The program is required to have documentation from ODJFS, indicating the individual is eligible to be employed in child care, on file before allowing the staff to have sole responsibility of children.

Findings: During the inspection, it was determined that child care staff member(s) had sole responsibility of children in the School Age group(s) and neither a preliminary approval nor the JFS 01176 "Program Notification of Background Check Review for Child Care" were on file as required. Submit the program's corrective action plan, which includes a copy of the JFS 01176 or a statement that the child care staff member(s) no longer have sole responsibility of children, to the Department to verify compliance with the requirements of this rule.



Corrective Action Plan Due: 08/24/2025

**Low Risk Non-Compliances**

**No Low Additional Risk Non-Compliances were observed during this inspection**