

## 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>LITTLE STEPS BIG STEPS DAYCARE CENTER LLC |  | Program Number<br>000000401173    |                                      |
|   |  | Program Type<br>Child Care Center |                                      |
| Address<br>4375 PROFESSIONAL PARKWAY GROVEPORT OH 43125   |  |                                   | County<br>FRANKLIN                   |
|   |  |                                   |                                      |
| Building Approval Date                                    |  | Use Group/Code                    | Occupancy Limit<br>Maximum Under 2 ½ |
| Fire Inspection Approval Date<br>10/02/2025               |  | Food Service Risk Level           |                                      |

| Inspection Information        |                                     |                          |                        |                                  |
|-------------------------------|-------------------------------------|--------------------------|------------------------|----------------------------------|
| Inspection Type<br>Annual     |                                     | Inspection Scope<br>Full |                        | Inspection Notice<br>Unannounced |
| Inspection Date<br>01/29/2026 |                                     | Begin Time<br>9:30 AM    |                        | End Time<br>3:30 PM              |
| Reviewer:<br>HEATHER WARES    |                                     |                          |                        |                                  |
| Summary of Findings           |                                     |                          |                        |                                  |
| No. Rules Verified<br>57      | No. Rules with Non-compliances<br>7 | 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)                                 |                  | 15         | 0         | 15    |
| Young Toddler   |                  | 10         | 0         | 10    |
| <b>Total Under 2 ½ Years</b>                              | 12               | 25         | 0         | 25    |
| Older Toddler   |                  | 8          | 0         | 8     |
| Preschool   |                  | 30         | 0         | 30    |
| School Age  |                  | 12         | 0         | 12    |
| <b>Total Capacity/Enrollment</b>                          | 63               | 50         | 0         | 75    |

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

|           |                          |         |   |
|-----------|--------------------------|---------|---|
| Toddler   | 18 months to < 30 months | 2 to 9  | Arrival   |
| Toddler   | 18 months to < 30 months | 2 to 11 | 1:35p-Naptime   |
| Preschool | Mixed Age Group          | 3 to 18 | 3yr-Schoolage<br>Preschool and<br>Schoolage<br>combined at<br>arrival |
| Preschool | 3 years to < 4 years     | 1 to 15 | 1:35p-Naptime   |
| Schoolage | School-Age to < 11 years | 1 to 1  | 1:35p-Naptime<br>Hallway  |
| Schoolage | School-Age to < 11 years | 1 to 7  | 1:35p-Naptime   |
| Infant    | 0 to < 12 months         | 2 to 9  | 1:35p-Naptime   |
| Infant    | 0 to < 12 months         | 2 to 6  | 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 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:** 5180:2-12-13 Sanitary Equipment and Environment

**Code:** The program is required to follow the cleaning schedule for equipment.

**Finding:** During the inspection, it was determined that the program was not providing a clean and healthy environment, furniture, materials and equipment as required by Appendix A, as noted in number(s) 19 below:

1. Item(s) soiled with blood or bodily fluids were not cleaned/sanitized immediately.
2. Blankets/sheets were not cleaned weekly, when soiled, or before use by another child.
3. Children's individual blankets and belongings were stored in an unsanitary manner.
4. Bottles, bottle caps, nipples and other equipment used for bottle feeding were not cleaned and sanitized in a dishwasher or by washing, rinsing, and boiling for one minute.
5. Carpets were not vacuumed weekly or cleaned when soiled.
6. Changing table/pad was not sanitized after each use or cleaned when visibly soiled.
7. Reusable cloths were not being washed daily or when visibly soiled.
8. Cots/Pads/Mats were not cleaned and sanitized before assigning to a different child, when used by a sick child, when soiled or at least every three months.
9. Cribs were not cleaned and sanitized monthly, or when soiled, or before use by another child.
10. Diaper Receptables were not cleaned and sanitized daily or more frequently as needed to eliminate odor.
11. Dishes/Cups/Silverware were not cleaned and sanitized after each use.
12. Water Containers were not labeled with the child's name, or were not cleaned and sanitized before use again on another day.
13. Dividers were not cleaned when visibly soiled.
14. Dress up clothes and hats (dramatic play) were not cleaned monthly or when soiled.
15. Floors were not cleaned weekly or when soiled.
16. The food prep area, including sinks, were not cleaned before and after preparing food (including bottle preparation) or between preparing raw or cooked food.
17. Potty chairs were not cleaned after each use, rinsed with water, cleaned and sanitized or contents were not emptied into a toilet.
18. Food tables, highchair trays were not cleaned before and after each use.
19. Tables used for play were not cleaned when visibly soiled or sanitized daily.
20. Toilet bowls were not cleaned when visibly soiled or sanitized weekly.
21. Toilet seat(s), handle(s) and hand washing sink(s) were not cleaned when visibly soiled or sanitized daily.
22. Mouthed toys were not cleaned and sanitized after each child's use.
23. Toys, other than those mouthed by children, were not cleaned monthly or when visibly soiled.
24. Washable furniture, including fabrics on infant equipment, were not cleaned weekly or when soiled.
25. Upholstered furniture was not steam cleaned when soiled.
26. Slip covers were not washed at least every six months or when soiled.



27. Wastebaskets/rinse buckets, including lids, were not being emptied daily or cleaned and sanitized when visibly soiled.
28. The manufacturer's directions for the cleaning product were not followed.
29. The solution used for sanitizing was not a commercial product registered by the United States Environmental Protection Agency as a sanitizer.
30. Other [ ].

Furniture, materials and equipment must be maintained according to the cleaning and sanitizing schedule in Appendix A to this rule. 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: 02 Safe & Sanitary Environment**

Rule: 5180:2-12-12 Safe Equipment

Code: The program is required to use equipment, that is safe and hazard free, according to the manufacturer's guidelines. Fans, air conditioners, heat pumps, and space heaters must be inaccessible to children. The program is required to refrain from using trampolines, ball pits and inflatable equipment intended for climbing and bouncing, including but not limited to slides and bounce houses.

Finding: During the inspection, equipment was determined to be unsafe, hazardous to children, or in need of repair as noted in number(s) 7 below:

1. Manufacturer's guidelines for the [ ] were not followed in that [ ].
2. The straps were missing on the [ ].
3. The straps were attached, but were not used on the [ ].
4. The straps were attached and were used, but were not used in a safe manner.
5. The equipment had sharp points or corners.
6. The equipment had splinters.
7. The equipment had protruding screws.
8. The equipment had loose or rusty parts.
9. The equipment had paint which contains lead or other poisonous materials.
10. The equipment had hazardous features.
11. A fan was unstable and could easily tip over.
12. A fan had openings a finger could enter.
13. The pipes from the heat pump felt hot to the touch
14. A space heater felt hot to the touch
15. The position of a space heater was a tripping hazard
16. The air conditioning unit was not enclosed and was accessible to children on the playground.
17. A ball pit, trampoline, inflatable bounce house, inflatable slide, or inflatable equipment used for climbing and bouncing was used.
18. Other [ ].

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

Corrective Action Plan Due: 03/01/2026

**Domain: 02 Safe & Sanitary Environment**

Rule: 5180:2-12-13 Handwashing Requirements

Code: The program is required to have all staff and children wash their hands as outlined in rule.

Finding: During the inspection, it was determined that handwashing requirements were not followed as listed in number(s) 7 below, as required in rule.

1. At least one staff/child did not wash their hands upon arrival for the day.
2. At least one staff/child did not wash their hands prior to departure.
3. At least one staff did not wash their hands upon entry into a classroom.
4. At least one staff/child did not wash their hands after toileting or assisting a child with toileting.
5. At least one staff/child did not wash their hands after each diaper change or pull-up change.
6. At least one staff did not wash their hands after contact with bodily fluids or cleaning up spills or objects contaminated with bodily fluids.
7. At least one child did not wash their hands after contact with bodily fluids.
8. At least one child did not wash their hands after returning inside after outdoor play.
9. At least one staff did not wash their hands after cleaning or sanitizing or using any chemical products.
10. At least one staff/child did not wash their hands after handling pets, pet cages or other pet objects that have come in contact with the pet.
11. At least one staff did not wash their hands before eating, serving or preparing food or bottles or feeding a child.
12. At least one child did not wash their hands before eating or assisting with food preparation.
13. At least one staff did not wash their hands before and after completing a medical procedure or administering medication.
14. At least one child did not wash their hands after water activities.
15. At least one staff/child did not wash their hands when visibly soiled (must use soap and water).
16. Other [ ].

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

Corrective Action Plan Due: 03/01/2026

**Domain: 07 Diapering & Infant Care**

Rule: 5180:2-12-20 Cribs

Code: The program is required to provide a safe and sufficient barrier to separate the play and sleeping space.

Finding: During the inspection, it was determined that the barrier between the play and sleeping space did not meet the requirements as noted in number(s) 2 below:

1. No barrier had been provided
2. The barrier did not prevent the infants from entering the sleeping area.
3. The barrier was not safe.
4. The barrier was not sturdy.
5. The barrier impaired staff's ability to see and hear all sleeping infants in their cribs.
6. The barrier was inadequate.
7. 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: 08 Staff Files**

Rule: 5180:2-12-08 Medical Statement

Code: The program staff's medical statements are required to be completed and on file at the program.

Finding: In review of the staff records, it was determined that the medical statements for the employees listed on the Employee Record Chart did not meet the requirements as listed in number(s) 2 below.

1. A medical statement was not on file for at least one employee;
2. The medical statement(s) on file did not have a date of examination within 12 months of the employee's first day of employment;
3. Date of examination was missing;
4. Signature, business address, or telephone number of the licensed physician, physician assistant, advanced practice nurse, certified midwife, or certified nurse practitioner who completed the examination was missing;
5. A statement was missing that verifies the employee is:
  - a. Physically fit for employment in a program caring for children;
  - b. Immunized against Tetanus, Diphtheria, Pertussis (Tdap);
  - c. Immunized against Measles, Mumps, and Rubella (MMR);
6. Tuberculosis (TB) screening/test information was missing:
  - a. Documentation of the screening process to determine if the employee resided in a country identified by the world health organization as having a high burden of TB and arrived in the United States within the five years preceding the date of application for employment.
  - b. Results of a TB test for employees meeting both criteria in 6a.



- c. Results of additional testing for employees with a positive TB test.
- d. Written statement, signed by a representative of the TB control unit, that the employee's TB is no longer infectious or the individual is receiving a TB treatment regimen for employees with a positive TB test.

Submit the program's corrective action plan, which includes a copy of the completed employee medical statement, or TB results/documentation, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 03/01/2026

**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) 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: 03/01/2026

**Domain: 09 Children's Files**

Rule: 5180:2-12-15 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) 4 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: 5180:2-12-16 Written Disaster Plan | Compliant | Documenting Statement: Annual training of the written disaster plan was completed by staff. |
| Rule                                     | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-02 License Posted              | Compliant |   |



| Rule   | Status    | Documenting Statement(s), If applicable  |
|--|-----------|--|
| 5180:2-12-04 Building Department Inspection                | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-02 Current Information                           | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-03 Inspection Requirements                       | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-04 Fire Inspection                         | Compliant | Documenting Statement: Although the program had documentation of a current fire inspection without any uncorrected violations at the time of the licensing inspection, the program did not have the fire inspection completed within 12 months from the date of the last fire inspection without any uncorrected violations. Please ensure that fire inspections are completed in accordance with the rule requirements. |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 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: 0023842 3/1/26.   |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-07 Administrator Qualifications                  | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-07 Administrator Responsibilities/Requirements   | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-07 Written Program Policies and Procedures | Compliant | Documenting Statement: The written policies and procedures reviewed on the day of the inspection were verified as complete.  |

| Rule  | Status       | Documenting Statement(s), If applicable   |
|---|--------------|---|
| Rule: 5180:2-12-08 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  | Status       | Documenting Statement(s), If applicable   |
| 5180:2-12-08 Orientation Training & Whistle Blower Protection       | Compliant    |   |
| Rule  | Status       | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-09 Background Check Requirements                    | Compliant    | Documenting Statement: During the inspection, the required documentation regarding background checks was on file for all employees listed.  |
| 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   |
| Rule: 5180:2-12-11 Outdoor Space Requirements                       | Compliant    | Documenting Statement: The quarterly playground inspections were completed and documented, as required.   |
| Rule  | Status       | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-11 Outdoor Play Equipment                           | Compliant    | Documenting Statement: Outdoor equipment was viewed to be safe and free of rust, sharp points, and other hazards.   |
| Rule  | Status       | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-11 Outdoor Play Fall Zones                          | Not Verified | Documenting Statement: The protective surfaces under the outdoor equipment were not viewed during this inspection due to snow covering; however, the requirements were discussed. |

| Rule   | Status    | Documenting Statement(s), If applicable   |
|--|-----------|---|
| Rule: 5180:2-12-12 Safe Environment                            | Compliant | Documenting Statement: Cleaning supplies were viewed stored out of the reach of children.   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-13 Smoke Free Environment                      | Compliant | Documenting Statement: No smoking was allowed on the premises, and the notice stating that smoking is prohibited was observed posted in a conspicuous place.                                |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-15 Medical/Physical Care Plans                 | Compliant | Documenting Statement: The program had current information on the medical status and the required treatment plan for the children with health conditions.                                   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-16 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   | Status    | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-16 Emergency Drills                            | Compliant | Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified during this inspection.  |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-16 First Aid/Standard Precautions              | Compliant | Documenting Statement: During the inspection, the program had complete first aid kits available as required.  |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-16 Management of Communicable Disease                | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |



| Rule: 5180:2-12-16 Incident/Injury Reporting | Compliant | Documenting Statement: The JFS 01299 "Incident/Injury Report For Child Care" forms reviewed during this inspection were complete as required.              |
|--|-----------|--|
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-17 Materials and Equipment         | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-17 Daily Schedule            | Compliant | Documenting Statement: During the inspection, developmentally-appropriate practices were observed in the classroom(s).                                     |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-18 Attendance Records        | Compliant | Documenting Statement: Child Care Staff Members were observed recording the attendance for each child upon arrival and documenting each child's departure. |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-18 Group Size                      | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-17 Daily Outdoor Play              | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-18 License Capacity                | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-18 Ratio                           | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-20 Cots and Napping          | Compliant | Documenting Statement: Children who did not fall asleep were permitted to engage in quiet activities.  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-19 Supervision                     | Compliant |  |

| Rule   | Status    | Documenting Statement(s), If applicable  |
|--|-----------|--|
| Rule: 5180:2-12-19 Child Guidance                | Compliant | Documenting Statement: Appropriate child guidance techniques and practices were observed being used during the inspection.         |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-22 Meal and Snack Requirements   | Compliant | Documenting Statement: The program served the following for lunch: meatballs, bread, fried rice w/ mixed veggies, pineapple, milk. |
| Rule: 5180:2-12-22 Meal and Snack Requirements   | Compliant | Documenting Statement: Substituted foods served were recorded on the posted menu, as required by this rule.                        |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-22 Safe Food Handling/Storage    | Compliant | Documenting Statement: Food was stored in a safe and sanitary manner.  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-22 Fluid Milk Requirements             | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-23 Infant Daily Care             | Compliant | Documenting Statement: Appropriate daily written records for all infants were viewed.  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-23 Infant Bottle and Food Preparation  | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-23 Diapering and Toilet Training | Compliant | Documenting Statement: Appropriate diaper changing procedures were observed during the inspection in the infant room(s).           |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-25 Medication Administration     | Compliant | Documenting Statement: There were no children on medication at the time of the inspection; however, the method of                  |



|  |  |   |
|--|--|---|
|  |  | storage and practices for the administration were reviewed. |
|--|--|---|