

## **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 <a href="http://jfs.ohio.gov/CDC/childcare.stm">http://jfs.ohio.gov/CDC/childcare.stm</a>. 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	Program Number		Program Type	
MIAMI VALLEY CDC-TOWN & COUNTRY	000000409261		Child Care Center	
Address			County	
			-	
2430 VAN BUREN AVE SPRINGFIELD			CLARK	
OH				
45505				
Building Approval Date	Use Group/Code	Occupancy Limit	Maximum Under 2 ½	
06/21/2005	E	103	0	
Fire Inspection Approval Date	Food Service Risk Level			
08/09/2023	Level II			

Inspection Information				
Inspection Type	Inspection So	cope	Inspection Notice	
Annual	Full		Unannounced	
Inspection Date	Begin Time		End Time	
02/07/2024	9:20 AM	9:20 AM 5:20 PM		
Reviewer:				
DIANE GRIGGS				
Summary of Findings				
Summary of Findings				
No. Rules Verified	No. Rules with Non-compliances	No. Serious Risk	No. Moderate Risk	No. Low Risk
58	5	0	0	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)		0	0	0	
Young Toddler		0	0	0	
Total Under 2 ½ Years	0	0	0	0	
Older Toddler		0	0	0	
Preschool		30	63	93	
School Age		0	0	0	
Total Capacity/Enrollment	103	30	63	93	

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

Classroom A	3 years to < 4 years	2 to 8	
Classroom A	3 years to < 4 years	1 to 7	nap
Classroom B	3 years to < 4 years	2 to 14	pm class
Classroom B	3 years to < 4 years	2 to 11	am class
Classroom C	3 years to < 4 years	2 to 14	am class
Classroom C	3 years to < 4 years	2 to 14	pm class
Classroom D	3 years to < 4 years	2 to 9	
Classroom D	3 years to < 4 years	2 to 9	nap

### **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			
No Madayata Diek Non Camplianess ways absorted during this inspection			
No Moderate Risk Non-Compliances were observed during this inspection			



#### **Low Risk Non-Compliances**

#### Domain: 02 Safe & Sanitary Environment

Rule: 5101:2-12-12 Safe Environment

<u>Code</u>: The program is required to provide an environment that protects the children in care from any items and conditions that may threaten their health, safety, and well-being.

<u>Finding</u>: During the inspection, it was determined that children were not protected from item(s) or condition(s) which may threaten their health, safety, or well-being as noted in number(s) 12 below:

- 1. Surge protectors/outlets did not have childproof receptacle covers.
- 2. Open pull cords that are not closed loop.
- 3. Toys or other items small enough to be swallowed were present in the space where infants and/or toddlers were in care.
- 4. Electrical/extension cords attached to an object that would not likely result in a severe injury if pulled.
- 5. Stacked chairs.
- 6. Employee(s) purse(s).
- 7. Diaper bags.
- 8. Television not securely anchored.
- 9. Small or lightweight pieces of shelving units are not securely anchored to the wall.
- 10. Smoke detector needing batteries replaced.
- 11. An area rug did not have a nonskid backing.
- 12. An area rug presented a tripping hazard in classroom D.
- 13. A floor surface that was unsafe in that [ ].
- 14. No platform was provided for the sink or toilet in the [ ] classroom.
- 15. The platform provided for the sink or toilet in the [ ] classroom was not sturdy.
- 16. The platform provided for the sink or toilet in the [ ] classroom posed a safety hazard in that [ ].
- 17. Telephone cords.
- 18. Staff member stepped over a barrier/gate while holding a child.
- 19. Emergency exits were blocked by the following classroom furniture: [ ].
- 20. A mercury thermometer was being used to take a child's temperature.
- 21. Methods of ventilation used did not provide protection from rodents, insects, or other hazards.
- 22. Other [ ].

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: 03/13/2024

#### **Domain: 04 Indoor/Outdoor Space**

Rule: 5101:2-12-11 Outdoor Play Equipment

<u>Code</u>: The program is required to provide equipment that does not pose a safety risk and must follow the manufacturer's guidelines for assembling, installing and using the equipment.

<u>Finding</u>: During the inspection, it was determined that outdoor play equipment was unsafe or not used as intended as noted in number(s) 1, 2 below:

- 1. There was rust exposed.
- 2. There were protruding bolts.
- 3. There were cracks.
- 4. There were holes.
- 5. There was splintering wood.
- 6. There were sharp edges or points.
- 7. There were lead hazards.
- 8. There were toxic substances.
- 9. There were tripping hazards.
- 10. There was chipped and/or peeling paint.
- 11. The sandbox was not covered when the program was closed or during non-daylight hours.
- 12. Outdoor equipment, [ ] was not developmentally appropriate.
- 13. Outdoor equipment, [ ], was placed in the main traffic pattern.
- 14. Outdoor play equipment, [ ], was positioned too closely together, posing a risk of injury if a child were to fall from one piece of equipment into another.
- 15. Outdoor equipment, [ ], was not securely anchored but did not present a risk of imminent danger of the structure collapsing when children are using the equipment
- 16. Outdoor equipment, [ ], was 30 inches or more from the ground and did not have a protective barrier that would prevent a child from falling off this piece of equipment.
- 17. The manufacturer's guidelines for assembly and installation were not followed for the [ ].
- 18. Functionally linked equipment was used by preschool-age children and the distance between two adjacent pieces of equipment exceeded 12 inches.
- 19. Functionally linked equipment was used by school-age children and the distance between two adjacent pieces of equipment exceeded 18 inches.

20. Other [ ].

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

Corrective Action Plan Due: 03/13/2024

Domain: 05 Health & Safety

Rule: 5101:2-12-22 Meal and Snack Requirements

<u>Code</u>: The program is required to post the current weekly menu in a noticeable location that is accessible to parents and note any substitutions at the time of the change.



<u>Finding</u>: During the inspection, it was determined that the program's weekly menu did not meet the requirement as noted in number(s) 5 below.

- 1. The menu was not posted.
- 2. The posted menu was not in a visible place readily accessible to parents.
- 3. The menu was not currently dated.
- 4. The entire menu was substituted.
- 5. At least one item on menu did not match what was served.
- 6. The meal or snack served did not match the posted menu.

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

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

<u>Finding</u>: 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) 6a 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: 03/13/2024

Domain: 09 Children's Files

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

<u>Code</u>: The program is required to have a completed medical on file at the program for each child enrolled.

<u>Finding</u>: In review of 25% of the children's records, it was determined that completed medical statements were not on file, as required, for children listed on the JFS Children's Record Review For Child Care as indicated in number(s) 9, 10 below:

- 1. No medical was on file for at least one child
- 2. Medical(s) on file was not updated every 13 months
- 3. Medical(s) were missing child's name and date of birth
- 4. Medical(s) were missing the date of the medical examination
- 5. The date of the exam was more than 13 months prior to the date the form was signed.
- 6. Medical(s) were missing a statement that the child has been examined and is in suitable condition for participation in group care
- 7. Medical(s) were missing the signature, business address and telephone number of the physician, physician's assistant(PA), advance practice nurse (APN) or certified
- nurse practitioner (CNP) who examined the child
- 8. Medical(s) were missing a record of immunizations the child has had specifying month, day and year
- 9. Medical(s) were missing a statement from the physician, PA, APN, or CNP that the child has been immunized or is in the process of being immunized against the diseases
- required by division 5104.014 of the Revised Code and found in appendix A to this rule
- 10. Medical(s) were missing a statement from the child's parent or guardian that he or she has declined to have the child immunized against the disease for reasons of

conscience, including religious convictions

11. Other [ ]

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

Corrective Action Plan Due: 03/13/2024

# 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.
	<u> </u>	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-02 Current	Compliant	Documenting Statement: The program
Information		had current information entered in the
		Ohio Child Licensing and Quality System
		(OCLQS).
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-03 Inspection	Compliant	Documenting Statement: During the
Requirements		inspection, the requirements of the rule
		regarding compliance inspections and
		complaint investigations were discussed.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-04 Building	Compliant	Documenting Statement: A copy of the
Department Inspection		certificate of occupancy was available on-
		site for review.
	_	
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-04 Fire Inspection	Compliant	
Rule	Status	Documenting Statement(s) If applicable
Rule: 5101:2-12-04 Food Service	Compliant	Documenting Statement(s), If applicable  Documenting Statement: The food service
	Compnant	license was observed posted. Following is
Requirements		·
		the audit number and date of expiration:
		JMUX-CP2K7S, 3/1/24.
Rule	Status	Documenting Statement(s), If applicable
Nuie	Status	Documenting Statement(s), if applicable

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Rule: 5101:2-12-07 Administrator	Compliant	Documenting Statement: The
Qualifications		administrator has completed the rules
		review course.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-07 Administrator		
	Compliant	Documenting Statement: During the
Responsibilities/Requirements		inspection, the requirements of the rule
		regarding administrator responsibilities
		and requirements were discussed.
		I
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-07 Written Program	Compliant	Documenting Statement: No changes
Policies and Procedures	'	have been made to the written policies
		and procedures since it was last approved
		by this Department.
		by this bepartment.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-08 Orientation	Compliant	Documenting Statement: On the day of
Training & Whistle Blower Protection		the inspection, all child care staff
		members had met orientation training
		requirements.
	1 6	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-09 Background Check	Compliant	Documenting Statement: During the
Requirements		inspection, the required documentation
		regarding background checks was on file
		for all employees listed.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-10 Health Training	Compliant	Documenting Statement: The program
Requirements		had at least one Child Care Staff Member
·		with currently valid training in First Aid,
		Management of Communicable Disease,
		CPR, and Child Abuse Prevention present
		and readily accessible during all hours of
		operation.
	1	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-10 Professional	Compliant	Documenting Statement: At the time of
Development Requirements		the inspection, all child care staff
· · ·		members had completed the required
		amount of professional development
		training.
		Lianing.

Designation.	_	
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-11 Indoor Space	Compliant	
Requirements	·	
	- I	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-11 Outdoor Space	Compliant	Documenting Statement: The quarterly
Requirements	Compilant	playground inspections were completed
Requirements		and documented, as required. The most
		recent inspection report form was dated
		· · · · · · · · · · · · · · · · · · ·
		1/29/24.
Rule	Status	Documenting Statement(s), If applicable
5101:2-12-11 Outdoor Play Fall Zones	Compliant	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-12 Safe Equipment	Compliant	Documenting Statement: Equipment was
		observed to be in good condition.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-13 Sanitary	Compliant	Documenting Statement: During the
Equipment and Environment		inspection, the equipment was observed
		clean and in good repair.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-13 Handwashing	Compliant	Documenting Statement: Staff and
Requirements		children were observed washing hands as
		required by the rule.
	•	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-13 Smoke Free	Compliant	Documenting Statement: A notice was
Environment		observed posted stating that smoking is
		prohibited at the program.
		promotes at the program
	1	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-13 Toothbrushing	Compliant	Documenting Statement: During the
Requirements	Compilant	inspection, the requirements of the rule
Requirements		regarding toothbrushing were discussed.
		regarding toothbrushing were discussed.
Dula	Chahua	Decume antimer Chate and and the continue to
Rule	Status	Documenting Statement(s), If applicable

Rule: 5101:2-12-14 Transportation and Field Trip Procedures	Compliant	Documenting Statement: The driver(s) had current and valid training in first aid, management of communicable disease, and CPR.
Rule	Ctatus	Decumenting Statement(s) If applicable
Rule: 5101:2-12-14 Transportation - Driver Requirements	Status Compliant	Documenting Statement(s), If applicable  Documenting Statement: Children were observed boarding and exiting the program's vehicle in a safe manner, during this inspection.
Dulo	Ctatus	Decumenting Statement(s) If applicable
Rule: 5101:2-12-14 Transportation - Vehicle Requirements	Status Compliant	Documenting Statement(s), If applicable  Documenting Statement: The vehicle(s)  used by the program to transport children  [is/are] inspected and licensed by the  Ohio State Highway Patrol.
Dula	Chatura	Decomposition Chates and all the multiple
Rule: 5101:2-12-15 Medical/Physical Care Plans	Status Compliant	Documenting Statement(s), If applicable  Documenting Statement: The program had current information on the medical status and the required treatment plan for the children with health conditions.
Rule: 5101:2-12-16 Medical, Dental, and General Emergency Plan	Compliant Compliant	Documenting Statement(s), If applicable  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(s), If applicable  Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified during this inspection.
Rule: 5101:2-12-16 First Aid/Standard Precautions	Status Compliant	Documenting Statement(s), If applicable  Documenting Statement: During the inspection, the program had complete first aid kits available as required.
Rule	Status	Documenting Statement(s), If applicable

Rule: 5101:2-12-16 Management of Communicable Disease	Compliant	Documenting Statement: The JFS 08087 "Communicable Disease Chart" was posted and was readily available to staff and parents.
Dula	Chahara	Decrease the Chaterer and A If and ball
Rule 5101:2-12-16 Incident/Injury Reporting	Status Compliant	Documenting Statement(s), If applicable
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-16 Written Disaster Plan	Compliant	Documenting Statement: Annual training of the written disaster plan was completed by staff.
Rule	Status	Decumenting Statement/s) If applicable
5101:2-12-17 Daily Schedule	Compliant	Documenting Statement(s), If applicable
	1.	
Rule: 5101:2-12-17 Materials and	Status	Documenting Statement(s), If applicable
Equipment	Compliant	Documenting Statement: During the inspection, the requirements of the rule regarding materials and equipment were discussed.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-17 Daily Outdoor Play	Compliant	Documenting Statement: Outdoor play was observed.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5101:2-12-18 License Capacity	Compliant	Documenting Statement: The program was operating within their license capacity limits.
Dula	Chahara	December 61 1 1/1 1/1 1/1
Rule: 5101:2-12-18 Ratio	Status Compliant	Documenting Statement(s), If applicable  Documenting Statement: Staff/child
Rule. 5101.2-12-16 Ratio	Compilant	ratios observed during the inspection were in compliance.
Rule	Status	Documenting Statement/s) If applicable
Rule: 5101:2-12-18 Group Size	Status Compliant	Documenting Statement(s), If applicable  Documenting Statement: The group sizes
Naic. 3101.2 12-10 Group 3126	Compilant	observed on the day of the inspection were in compliance.

Rule: 5101:2-12-18 Attendance Records  Rule: 5101:2-12-18 Attendance Records  Rule: 5101:2-12-18 Attendance Records  Rule: 5101:2-12-18 Attendance Records  Rule: 5101:2-12-18 Attendance Rule: 5101:2-12-19 Attendance Rule: 5101:2-12-19 Supervision  Rule: 5101:2-12-19 Supervision  Rule: 5101:2-12-19 Supervision  Rule: 5101:2-12-19 Supervision  Rule: 5101:2-12-19 Compliant  Rule: 5101:2-12-19 Child Guidance  Rule: 5101:2-12-20 Cots and Napping  Rule: 5101:2-12-25 Redication  Rule: 5101:2-12-25 Redication  Administration  Rule: Status  Documenting Statement(s), If applicable			
Rule Rule: 5101:2-12-19 Child Guidance Rule: 5101:2-12-20 Cots and Napping Rule: 5101:2-12-20 Cots and Napping Rule: 5101:2-12-22 Fluid Milk Requirements Compliant  Rule: 5101:2-12-22 Fluid Milk Requirements Compliant  Rule: 5101:2-12-22 Safe Food Handling/Storage  Rule: 5101:2-12-25 Medication Administration  Rule: 5101:2-12-25 Medication Administration  Rule: 5101:2-12-25 Medication Administration  Rule: 5101:2-12-25 Medication Administration  Rule: 5101:2-12-25 Medication or food supplements.  Rule: 5101:2-12-25 Medication or food supplements.  Rule: 5101:2-12-25 Medication or food supplements.			
Rule   Status   Documenting Statement(s), If applicable   Rule: 5101:2-12-19 Child Guidance   Compliant   Documenting Statement: Appropriate   Compliant   Documenting Statement: Cots were observed being used during the inspection, of the propriate   Compliant   Documenting Statement: Cots were placed appropriately and safely during nap time.		Compliant	
Rule   Status   Documenting Statement(s), If applicable   Rule: 5101:2-12-19 Child Guidance   Status   Documenting Statement(s), If applicable   Rule: 5101:2-12-20 Cots and Napping   Compliant   Documenting Statement(s), If applicable   Status   Documenting Statement: During the inspection, child care staff were observed assisting children throughout the day.    Rule	Records		•
Child upon arrival and departure. All attendance records met the requirements of the rule and were kept with the group at all times.  Rule			
Rule Rule: 5101:2-12-19 Child Guidance Rule: 5101:2-12-20 Cots and Napping Rule: 5101:2-12-20 Cots and Napping Rule: 5101:2-12-22 Fluid Milk Requirements Compliant  Rule Status Documenting Statement: During the inspection, child care staff were observed assisting children throughout the day.  Rule Rule: 5101:2-12-19 Child Guidance Compliant Documenting Statement: Appropriate child guidance techniques and practices were observed being used during the inspection.  Rule Rule: 5101:2-12-20 Cots and Napping Compliant Documenting Statement: Cots were placed appropriately and safely during nap time.  Rule Status Documenting Statement(s), If applicable Documenting Statement: Cots were placed appropriately and safely during nap time.  Rule Status Documenting Statement(s), If applicable Documenting Statement: Cots were placed appropriately and safely during nap time.  Rule Status Documenting Statement: Food was stored in a safe and sanitary manner.  Rule Rule: 5101:2-12-22 Safe Food Handling/Storage Rule: 5101:2-12-25 Medication Administration Compliant Documenting Statement: Food was stored in a safe and sanitary manner.			_
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Rule Rule: 5101:2-12-19 Supervision  Compliant  Documenting Statement: During the inspection, child care staff were observed assisting children throughout the day.  Rule Rule: 5101:2-12-19 Child Guidance  Compliant  Documenting Statement: Appropriate child guidance techniques and practices were observed being used during the inspection.  Rule Rule: 5101:2-12-20 Cots and Napping  Compliant  Documenting Statement(s), If applicable Documenting Statement: Cots were placed appropriately and safely during nap time.  Rule Status  Documenting Statement(s), If applicable Documenting Statement(s), If applicable  Compliant  Rule Status  Documenting Statement(s), If applicable Documenting Statement(s), If applicable Documenting Statement(s), If applicable Documenting Statement: Food was stored in a safe and sanitary manner.  Rule: 5101:2-12-22 Safe Food Handling/Storage  Rule: 5101:2-12-25 Medication Administration  Compliant  Documenting Statement: The program had complete written documentation for administering medication or food supplements.			at all times.
Rule Rule: 5101:2-12-19 Supervision  Compliant  Documenting Statement: During the inspection, child care staff were observed assisting children throughout the day.  Rule Rule: 5101:2-12-19 Child Guidance  Compliant  Documenting Statement: Appropriate child guidance techniques and practices were observed being used during the inspection.  Rule Rule: 5101:2-12-20 Cots and Napping  Compliant  Documenting Statement(s), If applicable Documenting Statement: Cots were placed appropriately and safely during nap time.  Rule Status  Documenting Statement(s), If applicable Documenting Statement(s), If applicable  Compliant  Rule Status  Documenting Statement(s), If applicable Documenting Statement(s), If applicable Documenting Statement(s), If applicable Documenting Statement: Food was stored in a safe and sanitary manner.  Rule: 5101:2-12-22 Safe Food Handling/Storage  Rule: 5101:2-12-25 Medication Administration  Compliant  Documenting Statement: The program had complete written documentation for administering medication or food supplements.			
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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.