



## 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>LEARNING LADDER CHILD CARE &<br>DEVELOPMENT CENTER, LLC | Program Number<br>000000504296      | Program Type<br>Child Care Center |                   |
| Address<br>5155 AIRPORT HWY STE A TOLEDO<br>OH 43615                    |                                     | County<br>LUCAS                   |                   |
| Building Approval Date<br>03/30/2010                                    | Use Group/Code<br>E                 | Occupancy Limit<br>25             | Maximum Under 2 ½ |
| Fire Inspection Approval Date<br>01/11/2021                             | Food Service Risk Level<br>Level II |                                   |                   |

| Inspection Information        |                          |                                  |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type<br>Annual     | Inspection Scope<br>Full | Inspection Notice<br>Unannounced |
| Inspection Date<br>08/18/2021 | Begin Time 9:20 AM       | End Time 12:30 PM                |
| Reviewer:<br>REBECCA COY      |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                   |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>57 | No. Rules with Non-compliances<br>4 | No. Serious Risk<br>0 | No. Moderate Risk<br>0 | No. Low Risk<br>4 |

| 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   |                  | 3          | 0         | 3     |
| <b>Total Under 2 ½ Years</b>                              | 5                | 3          | 0         | 3     |
| Older Toddler   |                  | 1          | 0         | 1     |
| Preschool   |                  | 19         | 0         | 19    |
| School Age  |                  | 0          | 3         | 3     |
| <b>Total Capacity/Enrollment</b>                          | 22               | 20         | 3         | 26    |

| Staff-Child Ratios at the Time of Inspection |                      |                |         |
|--|----------------------|----------------|---------|
| Group  | Age Group/Range      | Ratio Observed | Comment |
| Preschool                                    | 3 years to < 4 years | 1 to 3         |         |



|          |                          |        |  |
|----------|--------------------------|--------|--|
| Toddlers | 18 months to < 30 months | 1 to 3 |  |
|----------|--------------------------|--------|--|

**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**

**No Moderate Risk Non-Compliances were observed during this inspection**

**Low Risk Non-Compliances**

**Domain: 05 Health & Safety**

**Rule: 5101:2-12-16 Emergency Drills**



Code: The program is required to complete fire drills, weather drills, and emergency/lockdown drills appropriately.

Finding: During the inspection, it was determined that the required drills were not documented for item number 3 below:

1. Monthly fire drills;
2. Monthly weather emergency drills (March through September);
3. Quarterly emergency/lockdown drills.

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

Corrective Action Plan Due: 09/17/2021

**Domain: 08 Staff Files**

Rule: 5101:2-12-07 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 were not entered or updated within five calendar days of the change in the Ohio Professional Registry (OPR) as noted in number(s) 2 & 5 below:

1. At least one administrator, employee or child care staff member (including substitutes) had not created an employment record in the OPR for the program.
2. The administrator had not assigned at least one employee or child care staff member to the program's organization dashboard in the OPR.
3. At least one individual's schedule was not current.
4. At least one individual's position or role was not current.
5. At least one individual's employment had not been end dated.
6. Other: [ ]

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

Corrective Action Plan Due: 09/17/2021

**Domain: 08 Staff Files**

Rule: 5101:2-12-10 Professional Development Requirements



**Code:** The program staff is required to obtain at least 6 hours of professional development annually.

**Finding:** In review of the staff records, it was determined that at least one child care staff member did not meet the annual professional development requirement as noted in number 1 below:

1. The child care staff member(s) had not completed at least 6 hours of professional development.
2. Documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule.
3. Training topic did not meet the requirements listed in appendix A of this rule.
4. Documentation of training did not meet the requirements of this rule.
5. Other [ ].

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

Corrective Action Plan Due: 09/17/2021

**Domain: 10 Written Policies & Procedures**

**Rule:** 5101:2-12-16 Written Disaster Plan

**Code:** The program is required to have a written disaster plan.

**Finding:** During the inspection, it was determined the program's written disaster plan did not meet the requirement or was missing the information in number 18 below:

Procedures:

1. The written disaster plan had not been completed
2. The plan was not provided to all child care staff and employees
3. The plan was not used to respond to an emergency or disaster situation
4. Weather emergencies and natural disasters which include severe thunderstorms, tornadoes, flash flooding, major snowfall, blizzards, ice storms or earthquakes
5. Emergency outdoor and indoor lockdown or evacuation due to threats of violence which includes active shooter, bioterrorism or terrorism
6. Emergency or disaster evacuations due to hazardous materials and spills, gas leaks or bomb threats.
7. Outbreaks, epidemics or other infectious disease emergencies
8. Loss of power, water, or heat
9. Other threatening situations that may pose a health or safety hazard to the children in the program

Details:

10. Shelter in place or evacuation, how the program will care for and account for the children until they can be reunited with the parent
11. Assisting infants and children with special needs and/or health conditions
12. Emergency contact information for parents and the program
13. Procedures for notifying and communicating with parents regarding the location of the children if evacuated
14. Procedures for communicating with parents during loss of communications, no phone or internet service available



15. The location of supplies and procedures for gathering necessary supplies for staff and children if required to shelter in place
16. What to do if a disaster occurs during the transport of children or when on a field trip or routine trip
17. Training of staff or reassignment of staff duties as appropriate
18. Updating the plan on a yearly basis
19. Contact with local emergency management officials

Make the necessary revisions to the disaster plan. Submit the program's corrective action plan, which includes the revised information, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/17/2021

**Rules In-Compliance/Not Verified**

| Rule   | Status    | Documenting Statement(s), If applicable  |
|--|-----------|--|
| Rule: 5101:2-12-22 Meal and Snack Requirements | Compliant | Documenting Statement: Posted menus included foods from all four food groups.                                      |
| Rule: 5101:2-12-22 Meal and Snack Requirements | Compliant | Documenting Statement: Posted menus were current and dated.  |
| Rule: 5101:2-12-22 Meal and Snack Requirements | Compliant | Documenting Statement: Meals served at the program included foods from the four food groups in sufficient amounts. |
| Rule: 5101:2-12-22 Meal and Snack Requirements | Compliant | Documenting Statement: The program served the following: breakfast and pm snack, lunch is catered                  |
| Rule: 5101:2-12-22 Meal and Snack Requirements | Compliant | Documenting Statement: Meals were provided at intervals as required by this rule.                                  |
| Rule: 5101:2-12-22 Meal and Snack Requirements | Compliant | Documenting Statement: The menu was posted in the entryway.  |
| Rule: 5101:2-12-22 Meal and Snack Requirements | Compliant | Documenting Statement: Snacks served at the program included foods from two of                                     |



|   |               |   |
|---|---------------|---|
|   |               | the four food groups and provided nutritional value in addition to calories.  |
| Rule: 5101:2-12-22 Meal and Snack Requirements        | Compliant     | Documenting Statement: Snacks were provided at intervals as required by this rule.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-13 Handwashing Requirements           | Compliant     | Documenting Statement: Staff and children were observed washing hands as required by the rule.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-04 Fire Approval                      | Compliant     | Documenting Statement: Please Note: An annual fire inspection approval must be secured for the program. Secure a new approval by 1/11/2022.   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 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.  |
| Rule: 5101:2-12-16 Management of Communicable Disease | Compliant     | Documenting Statement: The program staff stated parents were informed when their child had any exposure to a contagious illness by number 3 below:<br><br>1. A posted notice;<br>2. Verbal communication;<br>3. A written notice sent home;<br>4. A note posted on the classroom door;<br>5. Other [ ]. |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-13 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.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-07 Administrator Qualifications             | 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.   |
| Rule: 5101:2-12-04 Food License                                     | Compliant | Documenting Statement: The caterer's food service license information was observed during the inspection. Following is the audit number and date of expiration: JTUK-BZMSQN 3-1-2022             |
| Rule: 5101:2-12-04 Food License                                     | Compliant | Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: JTUK-BZSQFB 3/1/2022  |
| Rule: 5101:2-12-13 Sanitary Equipment and Environment               | Compliant | Documenting Statement: On the day of the inspection, the program provided a clean environment in accordance with Appendix A of this rule, which included the furniture, materials and equipment. |
| Rule: 5101:2-12-19 Child Guidance                                   | Compliant | Documenting Statement: Appropriate child guidance techniques and practices were observed being used during the inspection.   |
| Rule: 5101:2-12-22 Fluid Milk Requirements                          | Compliant |  |
| Rule: 5101:2-12-16 First Aid/Standard Precautions                   | Compliant | Documenting Statement: During the inspection, a first aid kit was reviewed and available as required.  |
| Rule: 5101:2-12-11 Outdoor Play Fall Zones                          | Compliant | Documenting Statement: The protective material used under outdoor equipment was shredded rubber.   |



| Rule   | Status    | Documenting Statement(s), If applicable  |
|--|-----------|--|
| 5101:2-12-18 License Capacity                              | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-22 Safe Food Handling/Storage              | Compliant | Documenting Statement: Food was stored in a safe and sanitary manner.  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-07 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  |
| 5101:2-12-11 Indoor Space Requirements                     | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-17 Materials and Equipment                 | Compliant | Documenting Statement: Sufficient equipment was observed in all categories.  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5101:2-12-11 Outdoor Play Equipment                  | Compliant | Documenting Statement: All equipment in the outdoor play space was observed to be anchored and stable.   |
| Rule: 5101:2-12-11 Outdoor Play Equipment                  | Compliant | Documenting Statement: Outdoor equipment was viewed to be safe and free of rust, sharp points, and other hazards.  |
| Rule: 5101:2-12-11 Outdoor Play Equipment                  | Compliant | Documenting Statement: All equipment was observed to be properly placed out of the path of the main traffic pattern.   |
| Rule: 5101:2-12-11 Outdoor Play Equipment                  | Compliant | Documenting Statement: The playground safety kit was used to verify the outdoor play equipment was free from entrapment hazards and unsafe and protruding bolts. |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-17 Daily Outdoor Play                            | Compliant |  |





| Rule  | Status    | Documenting Statement(s), If applicable   |
|---|-----------|---|
| 5101:2-12-04 Building Approval                | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-02 License Posted             | Compliant | Documenting Statement: The license was posted in a visible location as required.  |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-11 Outdoor Space Requirements | Compliant | Documenting Statement: The outdoor play area is separated from traffic and other hazards by a fence.  |
| Rule: 5101:2-12-11 Outdoor Space Requirements | Compliant | Documenting Statement: Shade is provided by means of a play structure.  |
| Rule: 5101:2-12-11 Outdoor Space Requirements | Compliant | Documenting Statement: The quarterly playground inspection(s) were completed and documented, as required. The most recent inspection report form was dated 5/25/21. |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-19 Supervision                | Compliant | Documenting Statement: During the inspection, child care staff were observed meeting the basic needs of all children assigned to the group.                         |
| Rule: 5101:2-12-19 Supervision                | Compliant | Documenting Statement: Child Care Staff Members were supervising the children and were able to intervene as needed.   |
| Rule: 5101:2-12-19 Supervision                | Compliant | Documenting Statement: During the inspection, child care staff were observed assisting children throughout the day.   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-02 Current Information        | Compliant | Documenting Statement: The program had current information entered in the Ohio Child Licensing and Quality System (OCLQS).  |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-17 Daily Schedule             | Compliant | Documenting Statement: Daily schedules were observed posted.  |



| Rule  | Status    | Documenting Statement(s), If applicable  |
|---|-----------|--|
| Rule: 5101:2-12-20 Cots and Napping                     | Compliant | Documenting Statement: The cots were disinfected daily.  |
| Rule: 5101:2-12-20 Cots and Napping                     | Compliant | Documenting Statement: The rest area had adequate lighting, which allowed for the visual supervision of children.  |
| 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  |
| Rule: 5101:2-12-15 Child Medical and Enrollment Records | Compliant | Documenting Statement: At the time of the inspection, 25% of the children's records were reviewed, and the records were complete, as required by the rule.               |
| Rule: 5101:2-12-15 Child Medical and Enrollment Records | Compliant | Documenting Statement: In review of 25% of the records, at the time of the inspection, children's medical statements were complete and on file, as required by the rule. |
| 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: 5101:2-12-15 Medical/Physical Care Plans          | Compliant | Documenting Statement: At the time of the inspection, there were no children currently enrolled who had health conditions.   |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-11 Separation of Children Under 2 1/2 Years   | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |
| 5101:2-12-08 Orientation and Staff Records              | Compliant |  |
| Rule  | Status    | Documenting Statement(s), If applicable  |



|  |               |   |
|--|---------------|---|
| Rule: 5101:2-12-10 Health Training Requirements                | Compliant     | Documenting Statement: The program 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. |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-12 Safe Environment                            | Compliant     | Documenting Statement: Cleaning supplies were viewed stored out of the reach of children.   |
| Rule: 5101:2-12-12 Safe Environment                            | Compliant     | Documenting Statement: A safe environment was observed during the inspection. Children were protected from items and conditions which threaten their health, safety and well-being.   |
| Rule: 5101:2-12-12 Safe Environment                            | Compliant     | Documenting Statement: All electrical outlets were covered with safety receptacles.   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-14 Transportation and Field Trip Procedures    | Compliant     | Documenting Statement: The program uses the ODJFS sample trip permission form for routine trips to secure written permission from parents or guardians.   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| 5101:2-12-16 Incident/Injury Reporting                         | Compliant     |   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-16 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.   |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-18 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: 5101:2-12-18 Attendance Records                             | Compliant     | Documenting Statement: During the inspection, attendance records were reviewed. Child Care Staff Members were viewed recording the attendance for each child upon arrival and departure. All attendance records met the requirements of the rule and were kept with the group at all times. |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-18 Group Size                                     | Compliant     | Documenting Statement: The group sizes observed on the day of the inspection were in compliance.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-18 Ratio  | Compliant     | Documenting Statement: The Appendix A "Staff/Child Ratios, Age Grouping and Maximum Group Size" was posted in a noticeable area at the program as required.   |
| Rule: 5101:2-12-18 Ratio  | Compliant     | Documenting Statement: Staff/child ratios observed during the inspection were in compliance.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-23 Diapering and Toilet Training                  | Compliant     | Documenting Statement: Appropriate diaper changing procedures were observed during the inspection in the toddler room.  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-25 Medication Administration and Food Supplements | 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.   |
| <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 required documentation regarding background checks was on file for all employees listed.  |



| Rule                                 | Status    | Documenting Statement(s), If applicable                                      |
|--------------------------------------|-----------|--|
| 5101:2-12-03 Inspection Requirements | Compliant |  |
| Rule                                 | Status    | Documenting Statement(s), If applicable                                      |
| Rule: 5101:2-12-08 Medical Statement | Compliant | Documenting Statement: All employees had current medical statements on file. |