



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 Family Tree Learning Center | Program Number 2180019097 | Program Type Child Care Center | |
| Address 2040 E. Dublin Granville Rd Unit B Columbus OH 43229 | | County FRANKLIN | |
| Building Approval Date | Use Group/Code E | Occupancy Limit | Maximum Under 2 ½ |
| Fire Inspection Approval Date 04/02/2021 | Food Service Risk Level Level II | | |

| Inspection Information | | |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type Annual | Inspection Scope Full | Inspection Notice Unannounced |
| Inspection Date 10/05/2021 | Begin Time 9:00 AM | End Time 12:30 PM |
| Reviewer: AMY HILLARD | | |

| Summary of Findings | | | | |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified 57 | No. Rules with Non-compliances 7 | No. Serious Risk 0 | No. Moderate Risk 1 | No. Low Risk 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) | | 8 | 0 | 8 |
| Young Toddler | | 8 | 0 | 8 |
| Total Under 2 ½ Years | 29 | 16 | 0 | 16 |
| Older Toddler | | 2 | 0 | 2 |
| Preschool | | 0 | 0 | 0 |
| School Age | | 0 | 5 | 5 |
| Total Capacity/Enrollment | 43 | 2 | 5 | 23 |

| Staff-Child Ratios at the Time of Inspection | | | |
|--|--------------------------|----------------|---------|
| Group | Age Group/Range | Ratio Observed | Comment |
| Toddler | 18 months to < 30 months | 1 to 5 | |



| | | | |
|---------|--------------------------|--------|--|
| Toddler | 18 months to < 30 months | 2 to 6 | |
| Infant | 0 to < 12 months | 2 to 8 | |
| Infant | 0 to < 12 months | 2 to 8 | |

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: 09 Children's Files

Rule: 5101:2-12-25 Medication Administration and Food Supplements
Code: The program is required to store medication out of the reach of children.

Finding: During the inspection, it was determined that a medication, AuviQ, was within the reach of children in the toddler room (stored in child's cubbie within reach of taller children in the class). All medications must be stored out of the reach of children. Create procedures that assure medications will always be inaccessible to children. 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: 11/04/2021



Low Risk Non-Compliances

Domain: 04 Indoor/Outdoor Space

Rule: 5101:2-12-11 Outdoor Play Fall Zones

Code: The program is required to provide fall zones around equipment to prevent injury if a child were to fall.

Finding: During the inspection, it was determined that the slide climber and teeter totter were positioned such that the fall zone for number 1, 2, 4 below was not met:

1. The fall zone did not extend six feet from the point of furthest extension;
2. The fall zone was less than 6 feet from fence;
3. The fall zone was less than 9 feet from each piece of applicable equipment;
4. There was not a fall zone of 6 feet in all directions from the perimeter of the equipment;
5. Other [].

The program is required to provide equipment that is safe with adequate fall zones. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/04/2021

Domain: 05 Health & Safety

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

Code: The program is required to have the current menu posted with dates.

Finding: During the inspection, it was determined that the program's weekly menu was not currently dated as required. 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: 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 completed for item number(s) 2 below:

1. Monthly fire drills;
2. Monthly weather emergency drills (March through September); (Tornado drills had no been documented)
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: 11/04/2021

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(s) 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: 11/04/2021

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) 3 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: 11/04/2021

Domain: 08 Staff Files

Rule: 5101:2-12-10 Health Training Requirements

Code: The program is required to maintain a staff schedule with coverage of the required health trainings.

Finding: In review of the staff records, it was determined the program did not have at least one child care staff member present/scheduled to be present during all hours of operation with currently valid documentation for the training(s) listed in number(s) 1, 5 below:

1. First Aid – child care staff members scheduled during the hours of 6:30AM and 7:00AM had expired training
2. First Aid – child care staff members scheduled during the hours of [] and [] had not taken First Aid training
3. First Aid – trained child care staff member was not present in each building used by the program.
4. First Aid – child care staff member scheduled during the hours of [] and [] did not have verification of completion of First Aid
5. CPR – child care staff members scheduled during the hours of 6:30 AM and 7:00 AM had expired training
6. CPR – child care staff scheduled during the hours of [] and [] had not taken CPR training
7. CPR – trained child care staff member was not present in each building used by children
8. CPR – child care staff member scheduled during the hours of [] and [] did not have verification of completion of CPR
9. CPR – training taken by staff did not include all age groups the program serves
10. Communicable Disease – child care staff members scheduled during the hours of [] and [] had expired training
11. Communicable Disease – child care staff scheduled during the hours of [] and [] had not taken Communicable Disease training
12. Communicable Disease – trained child care staff member was not present in each building used by the program
13. Communicable Disease – child care staff member scheduled during the hours of [] and [] did not have verification of completion of the full Communicable Disease training
14. Child Abuse – child care staff members scheduled during the hours of [] and [] had expired training
15. Child Abuse – trained child care staff was not in each building used by the program
16. Child Abuse – child care staff scheduled during the hours of [] and [] had not taken Child Abuse training



- 17. Child Abuse – child care staff member scheduled during the hours of [] and [] did not have verification of completion of the full six-hour Child Abuse training
- 18. Child Abuse – child care staff considered to be providing coverage had only the ODJFS prescribed Child Abuse training, which does not meet this rule compliance

Refer to the Employee Record Chart for specific details. Submit the program’s corrective action plan, which includes verification of complete coverage for any training listed, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/04/2021

Domain: 09 Children's Files

Rule: 5101:2-12-25 Medication Administration and Food Supplements
Code: The program is required to remove all medication that is no longer administered or has expired.

Finding: During the inspection, it was determined that medication had expired and was still being stored at the program. 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: 5101:2-12-13 Handwashing Requirements | Compliant | Documenting Statement: Staff and children were observed washing hands as required by the rule. |
| Rule | Status | Documenting Statement(s), If applicable |
| 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 4/2/21. |
|---|-----------|--|
| Rule | Status | Documenting Statement(s), If applicable |
| 5101:2-12-16 Management of Communicable Disease | Compliant | |
| Rule | Status | Documenting Statement(s), If applicable |
| 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. |
| Rule | Status | Documenting Statement(s), If applicable |
| 5101:2-12-07 Administrator Qualifications | Compliant | |
| Rule | Status | Documenting Statement(s), If applicable |
| 5101:2-12-08 Child Care Staff Member Educational Requirements | Compliant | |
| Rule | Status | Documenting Statement(s), If applicable |
| 5101:2-12-16 Written Disaster Plan | Compliant | |
| Rule | Status | Documenting Statement(s), If applicable |
| 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: 9926501; 3/1/22. |
| Rule | Status | Documenting Statement(s), If applicable |
| 5101:2-12-13 Sanitary Equipment and Environment | Compliant | |
| Rule | Status | Documenting Statement(s), If applicable |
| 5101:2-12-19 Child Guidance | Compliant | |
| Rule | Status | Documenting Statement(s), If applicable |
| 5101:2-12-22 Fluid Milk Requirements | Compliant | |
| Rule | Status | Documenting Statement(s), If applicable |
| Rule: 5101:2-12-16 First Aid/Standard Precautions | Compliant | Documenting Statement: During the inspection, 1 first aid kit was reviewed and available as required. |



| Rule | Status | Documenting Statement(s), If applicable |
|--|-----------|---|
| 5101:2-12-18 License Capacity | Compliant | |
| 5101:2-12-22 Safe Food Handling/Storage | Compliant | |
| 5101:2-12-07 Written Program Policies and Procedures | Compliant | |
| 5101:2-12-11 Indoor Space Requirements | Compliant | |
| 5101:2-12-17 Materials and Equipment | Compliant | |
| 5101:2-12-11 Outdoor Play Equipment | Compliant | |
| 5101:2-12-17 Daily Outdoor Play | Compliant | |
| 5101:2-12-04 Building Approval | Compliant | |
| 5101:2-12-02 License Posted | Compliant | |
| 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 4/13/21. |
| 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 | Status | Documenting Statement(s), If applicable |
|---|-----------|--|
| 5101:2-12-02 Current Information | Compliant | |
| Rule: 5101:2-12-23 Infant Bottle and Food Preparation | Compliant | Documenting Statement: All bottles were labeled as required. |
| Rule: 5101:2-12-17 Daily Schedule | Compliant | Documenting Statement: Daily schedules were observed posted. |
| 5101:2-12-20 Cots and Napping | Compliant | |
| 5101:2-12-23 Infant Daily Care | Compliant | |
| 5101:2-12-15 Child Medical and Enrollment Records | Compliant | |
| 5101:2-12-12 Safe Equipment | Compliant | |
| 5101:2-12-15 Medical/Physical Care Plans | Compliant | |
| 5101:2-12-20 Cribs | Compliant | |
| 5101:2-12-11 Separation of Children Under 2 1/2 Years | Compliant | |
| 5101:2-12-08 Orientation and Staff Records | Compliant | |
| 5101:2-12-12 Safe Environment | Compliant | |



| Rule | Status | Documenting Statement(s), If applicable |
|--|-----------|--|
| 5101:2-12-16 Incident/Injury Reporting | Compliant | |
| 5101:2-12-16 Medical, Dental, and General Emergency Plan | Compliant | |
| 5101:2-12-18 Attendance Records | Compliant | |
| 5101:2-12-18 Group Size | Compliant | |
| Rule: 5101:2-12-18 Ratio | Compliant | Documenting Statement: Staff/child ratios observed during the inspection were in compliance. |
| 5101:2-12-23 Diapering and Toilet Training | Compliant | |
| 5101:2-12-09 Background Check Requirements | Compliant | |
| 5101:2-12-03 Inspection Requirements | Compliant | |
| 5101:2-12-08 Medical Statement | Compliant | |