



Certified in-home aide (IHA) programs are inspected at least once each year. Non-compliances are documented in the inspection report, which may also include documenting statements and supplemental information. Inspection reports 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 Sheila Roberts	Program Number 2220025769	Program Type In-Home Aide	County WASHINGTON

Inspection Information			
Inspection Type: Renewal		Inspection Scope: Full	Inspection Notice: Unannounced
Reviewer: Kaleena Allen	Visit Date: 03/08/2024	Begin Time: 10:30 AM	End Time: 11:30 AM

Summary of Findings	
Number of Rules Verified 33	Number of Rules with Non-Compliances 7

Enrollment at the Time of Inspection	
Age Group	Total
Infant (Birth to < 18 m)	0
Young Toddler	1
Older Toddler	0
Preschool	0
School Age	0
Total Enrollment	1

Staff-Child Ratios at the Time of Inspection			
Group	Age Group/Range	Ratio Observed	Comment
Sheila's kids	Mixed Age Group	1 to 1	

Summary of Non-Compliances

If a program disagrees with a noncompliance finding, the program may request a review of the finding(s). Ohio Administrative Code 5101:2-14-02 details the process for submitting a request for review. The request for review must be submitted within 15 calendar days from the receipt of the inspection report.

Domain: 000 Certification and Requirements
<p>Rule: 5101:2-14-03 Health Trainings and Professional Development Requirements Code: The IHA is required to meet the health training requirements.</p>
<p>Findings: In review of records, it was determined the IHA did not have current valid documentation for training(s) listed in numbers 1 and 3 below:</p> <ol style="list-style-type: none"> 1. First Aid - expired training. 2. First Aid - did not have verification of the completion of First Aid training. 3. First Aid - training taken did not include all age groups and developmental levels of all children in care.



4. First Aid - documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule.
5. CPR - expired training.
6. CPR - had not taken CPR training.
7. CPR - did not have verification of the completion of CPR training.
8. CPR - training taken did not include all age groups and developmental levels of all children in care.
9. CPR - documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule.
10. CPR- audiovisual or electronic media training taken did not include an in-person component of the training.
11. Communicable Disease - expired training.
12. Communicable Disease - had not taken CD training.
13. Communicable Disease - did not have verification of the completion of full CD training.
14. Communicable Disease - documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule.
15. Child Abuse - expired training
16. Child Abuse - had not taken Child Abuse training
17. Child Abuse - documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule

Submit the documentation of current certification with a corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 04/12/2024

Domain: 002 Safe & Sanitary

Rule: 5101:2-14-05 Safe and Sanitary Environment

Code: The IHA is required to meet all requirements for fire extinguishers.

Findings: During the inspection, it was determined the fire extinguisher was not meeting the requirements in the following number 1 listed below:

1. There was no fire extinguisher.
2. The fire extinguisher was not working.
3. The fire extinguisher was not rated at the minimum rating.
4. The fire extinguisher had expired.
5. The fire extinguisher was not located in the kitchen when only one fire extinguisher was on-site at the home.

Submit a corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 04/12/2024

Domain: 002 Safe & Sanitary

Rule: 5101:2-14-05 Safe and Sanitary Environment

Code: The IHA is required to maintain smoke detectors in the appropriate areas of the home.



Findings: During the inspection, it was determined that the home did not have a UL or FM working smoke detector on each level of the home. A working smoke alarm must be placed, installed, tested, and maintained in accordance with manufacturer's recommendations.

Submit a corrective action plan to verify compliance with this rule.

Corrective Action Plan Due: 04/12/2024

Domain: 002 Safe & Sanitary

Rule: 5101:2-14-05 First Aid Kit/Standard Precautions

Code: The IHA is required to meet the requirements for first aid kits.

Findings: During the inspection, it was determined that the IHA did not have a first aid kit as required, that included all items listed in the appendix C of the rule. The kit was missing the item(s) or the item(s) were not replaced after use and/or expired listed in numbers 5, 6, 7, 9, and 14 below:

1. One roll of first-aid tape.
2. Individually wrapped sterile squares in assorted sizes.
3. Sterile adhesive bandages in assorted sizes.
4. Tweezers.
5. Gauze rolled bandage.
6. Triangular bandage.
7. Rounded end scissors.
8. Tooth preservation system or fresh chilled liquid milk in which to transport a lost permanent tooth, including a written reference indicating location of the refrigerator/freezer where milk is stored if a tooth preservation system is not part of the first aid kit (for programs serving school age children only).
9. A working digital thermometer.
10. Disposable non-latex gloves.
11. A working flashlight.
12. An instant cold pack that has not been activated or ice, including a written reference indicating location of the refrigerator/freezer where the ice is stored if an instant cold pack is not part of the first aid kit.
13. Sealable leak-proof plastic bags in assorted sizes or double bagged plastic bags that can be securely tied for materials soiled with blood or bodily fluids.
14. Pocket mask or face shield, appropriate; for all ages of children in care, for cardiopulmonary resuscitation (CPR) administration.
15. Soap or waterless sanitizer (field trip or transporting away from the program only).
16. Bottled water (field trip or transporting away from the program only).

Correct the violation and submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 04/12/2024

Domain: 003 Health & Safety

Rule: 5101:2-14-07 Medical, Dental, and General Emergency Requirements/Drills

Code: The IHA is required to post fire and weather plans on each level of the home used for care.

Findings: During the inspection, it was determined the following information was not posted for item numbers 1 and 2 below:



1. Severe weather safe spots on each level of the home in use for care.
2. Fire evacuation routes on each level of the home in use for care.

Submit a corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 04/12/2024

Domain: 003 Health & Safety

Rule: 5101:2-14-07 Medical, Dental, and General Emergency Requirements/Drills

Code: The IHA is required to have a completed JFS 01201 "Dental First Aid" and keep it in a location readily available to the IHA.

Findings: During the inspection, it was determined the JFS 01201 "Dental First Aid" was not in a location readily available to the IHA.

Submit a corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 04/12/2024

Domain: 003 Health & Safety

Rule: 5101:2-14-07 Medical, Dental, and General Emergency Requirements/Drills

Code: The IHA is required to complete and document the required drills.

Findings: During the inspection, it was determined that the required drills were not completed for item numbers 1 and 2 below:

1. Monthly fire drills at varying times.
2. Monthly weather emergency drills (March through September).

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 04/12/2024

Domain: 003 Health & Safety

Rule: 5101:2-14-07 Medical, Dental, and General Emergency Requirements/Drills

Code: The IHA is required to have the completed JFS 01242 "Medical, Dental, and General Emergency Plan for Child Care" in a location that is readily available and implement the plan when necessary.

Findings: During the inspection, it was determined the requirements for the JFS 01242 "Medical, Dental and General Emergency Plan" were not followed as noted in number 1 below:

1. The plan was not kept in a location that is readily available to the IHA.
2. The name, address and telephone number of the program were not complete.



3. The location of the first aid kit, fire extinguisher and fire alarm system, fire alarm pull stations and electrical circuit box were not complete.
4. The telephone number for emergency squad, fire department hospital, poison control program, public children services agency, local health department, local emergency management agency and police department were not complete.
5. Location of children's records was not complete.
6. Emergency information including any medications or supplies needed in the event of an evacuation was not complete.
7. The current version of the prescribed form was not used.
8. The plan was not implemented when necessary in that [].

Submit a corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 04/12/2024

Domain: 004 IHA Information

Rule: 5101:2-14-09 Requirements for Field Trip Safety
Code: The IHA is required to have all required items on trips.

Findings: The following items need to be taken on routine trips and field trips:

1. First aid supplies.
 2. JFS 01234 "Child Enrollment and Health information" (except routine walks).
 3. A working cellular phone or other means of immediate communication (not to be used while a vehicle is in motion).
- During the inspection, it was determined item number 2 was missing.

Submit a corrective action plan to meet the requirements of this rule.

Corrective Action Plan Due: 04/12/2024

Domain: 004 IHA Information

Rule: 5101:2-14-09 Vehicle Inspections
Code: The IHA is required to complete and document monthly vehicle inspections.

Findings: During the inspection, it was determined that the program had not performed monthly inspections of vehicles used for transporting children. The monthly inspection needs to include the following:

1. A visual inspection of the tires for wear and tire pressure.
2. A visual inspection of headlights, taillights, signals, mirrors, wiper blades, and dash gauges.
3. An inspection for properly functioning child and driver restraints.
4. An inspection for properly functioning doors and windows.
5. An inspection for, and cleaning of, debris from the inside of the vehicle.
6. Other [].

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 04/12/2024



Domain: 005 Children's Files

Rule: 5101:2-14-06 Health Conditions

Code: The IHA is required to have a completed JFS 01236 "Medical/Physical Care Plan for Child Care" on file for each condition for each child, which is updated annually and retained for at least one year.

Findings: In review of records, it was determined the JFS 01236 "Medical/Physical Care Plan for Child Care" did not meet the requirements of the rule as noted in number 1 below:

1. The JFS 01236 had not been updated annually.
2. A separate JFS 01236 had not been used for each condition.
3. The IHA was using an old version of the JFS 01236.

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 04/12/2024

Rules In-Compliance/Not Verified

Rule	Status	Documenting Statement(s), If applicable
5101:2-14-02 In-Home Aide Application and Approvals	Compliant	
5101:2-14-02 In-Home Aide Qualifications	Compliant	
5101:2-14-02 In-Home Aide Responsibilities	Compliant	
5101:2-14-04 Background Checks	Compliant	
5101:2-14-05 Handwashing	Compliant	
5101:2-14-05 Communicable Diseases	Compliant	
5101:2-14-05 Swimming and Water Safety	Compliant	
Rule	Status	Documenting Statement(s), If applicable



5101:2-14-05 Swimming Permission	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-05 Pets	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-06 Child Record Retention and Confidentiality	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-06 Child Enrollment and Medical Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-07 Incident/Injury	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-07 Emergency and Disaster Plan	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-08 Supervision	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-08 Ratio and Group Size	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-08 Child Guidance	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-08 Child Abuse and Neglect Reporting	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-09 IHA Driver Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-10 Sleeping and Napping Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-10 Crib and Playpen Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable



5101:2-14-10 Evening and Overnight Care	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-11 Meals and Snacks	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-12 Medication Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-13 Infant Daily Care	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-13 Infant Bottle and Food Preparation	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-13 Diapering	Compliant	