



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 Melinda Miller	Program Number 2230028266	Program Type In-Home Aide	County PERRY

Inspection Information			
Inspection Type: Annual		Inspection Scope: Full	Inspection Notice: Unannounced
Reviewer: Chelsie Schultheis	Visit Date: 06/25/2024	Begin Time: 9:15 AM	End Time: 10:30 AM

Summary of Findings	
Number of Rules Verified 33	Number of Rules with Non-Compliances 6

Enrollment at the Time of Inspection	
Age Group	Total
Infant (Birth to < 18 m)	1
Young Toddler	0
Older Toddler	0
Preschool	0
School Age	1
Total Enrollment	2

Staff-Child Ratios at the Time of Inspection			
Group	Age Group/Range	Ratio Observed	Comment
Melinda's Group	Mixed Age Group	1 to 2	

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: 002 Safe & Sanitary

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

Code: All alcohol, drugs, household and child medications are to be kept out of reach of children while in the care of the IHA.

Findings: During the inspection, it was determined that hazardous items were within reach of children as noted in number 3 below:

1. Alcohol was not kept out of the reach of children while in the care of the IHA at the home.
2. Drugs were not kept out of the reach of children while in the care of the IHA at the home.
3. Household medications were not kept out of the reach of children while in the care of the IHA at the home.
4. Child medications were not kept out of the reach of the children while in the care of the IHA at the home.



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

Corrective Action Plan Due: 07/25/2024

Domain: 002 Safe & Sanitary

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

Code: The IHA is to provide a safe environment in the home when children are present.

Findings: During the inspection, it was determined that children were not protected from the following items or conditions which may threaten their safety as noted in the following numbers 1 and 5 below:

1. Surge protectors/outlets did not have childproof receptacle covers.
2. Toys or other items small enough to be swallowed were present in the space where infants and/or toddlers were in care.
3. The platform provided for the sink or toilet was not sturdy.
4. The platform provided for the sink or toilet posed a safety hazard in that [].
5. Other: wax warmers need to be inaccessible.

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

Corrective Action Plan Due: 07/25/2024

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 onsite as required, that included all items listed in the appendix C of the rule. The kit was missing the items or the items were not replaced after use and/or expired listed in numbers 5, 6, 8, and 16 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: 07/25/2024

Domain: 002 Safe & Sanitary

Rule: 5101:2-14-05 Pets

Code: Pets are to be properly cared for and not pose a any threat to the safety or health of children in care. The IHA is not permitted to bring their own pet or animal to the child's home.

Findings: During the inspection, it was determined that pet regulations were not met in the child's home, as noted in number 3 below:

1. The animal's cage was dirty with feces.
2. The aquarium was unclean.
3. The litter box was dirty with feces and accessible to the children in care.
4. A pet posed a threat to the safety of a child in that [].
5. A pet requiring a license did not have a current license.
6. Proper inoculation records were not on file at the program for a pet requiring inoculations.
7. The IHA brought their own pet or animal to the child's home.
8. Other [].

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

Corrective Action Plan Due: 07/25/2024

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: 07/25/2024

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 completed.

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

Corrective Action Plan Due: 07/25/2024

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: 07/25/2024

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 number 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: 07/25/2024



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 and documented 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: 07/25/2024

Domain: 006 Diapering & Infant Care

Rule: 5101:2-14-13 Infant Daily Care

Code: The IHA is required to provide a daily written record for each infant in care to the parents each day.

Findings: During the inspection, it was determined that the written record used to document infant routines and activities did not meet the requirements as noted in number 1 below:

1. A daily written record was not provided to the parent on a daily basis.
2. Food intake was missing.
3. Sleeping patterns was missing.
4. Times and results of diaper changes was missing.
5. Information about daily activities was missing.

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

Corrective Action Plan Due: 07/25/2024

Rules In-Compliance/Not Verified

Rule	Status	Documenting Statement(s), If applicable
5101:2-14-02 In-Home Aide Application and Approvals	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-02 In-Home Aide Qualifications	Compliant	



Rule	Status	Documenting Statement(s), If applicable
5101:2-14-02 In-Home Aide Responsibilities	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-03 Health Trainings and Professional Development Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-04 Background Checks	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-05 Handwashing	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-05 Communicable Diseases	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 Swimming and Water Safety	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
5101:2-14-06 Health Conditions	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
5101:2-14-07 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 Ratio and Group Size	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 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 Requirements for Field Trip Safety	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 Evening and Overnight Care	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-10 Crib and Playpen Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-11 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 Bottle and Food Preparation	Compliant	
Rule	Status	Documenting Statement(s), If applicable
5101:2-14-13 Diapering	Compliant	