

Licensing Inspection Full Report

All licensed early care and education programs are inspected at least once each year. Non-compliances are documented and grouped by risk level. Documenting statements, technical assistance provided and supplemental information may be included in this report. Licensing inspection reports from the previous three years can be viewed on the Department of Children & Youth website at <https://childcaresearch.ohio.gov/>. This includes complaint investigation reports with substantiated allegations. For any other early care and education records, please contact the Family and Customer Support Center at 1-844-234-5437.

Program Details		
Program Name YWCA Kids Place at Central College Christian School (CCCS)	Program Number 2240030239	Program Type Child Care Center
Address 975 S Sunbury Rd Westerville OH 43081	County FRANKLIN	

Inspection Information			
Inspection Type Annual	Inspection Scope Full	Inspection Method On-site Inspection	Inspection Notice Unannounced
Inspection Date 09/08/2026	Begin Time 3:10 PM	End Time 6:30 PM	Reviewer: DIANE GRIGGS

Summary of Findings			
No. Requirements Verified 67	No. Requirements with Non-compliances 11	No. Requirements Compliant 38	
No. Serious Risk 0	No. Moderate Risk Findings 1	No. Other Non-compliance Findings 13	No. Technical Assistance Provided 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		0	0	0
Total Under 2 ½ Years	0	0	0	0
Older Toddler		0	0	0
Preschool		0	0	0
School Age		0	68	68
Total Capacity/Enrollment	72	0	68	68

Staff-Child Ratios at the Time of Inspection				
Group	Age Group/Range	Ratio Observed	Compliance	Comment
School Age 1	School-Age to < 11 years	4 to 58	In Compliance	330pm
School Age 1	School-Age to < 11 years	4 to 11	In Compliance	530pm

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 5180:2-12-03, 5180:2-13-03, 5180:2-19-10 and 5180:2-20-02 detail the process for submitting a request for review. The request for review must be submitted within ten business days from the receipt of the licensing report. In addition, if the program is Step Up To Quality rated, the rating may be impacted if a serious or moderate risk non-compliance is cited.

Serious Risk Non-Compliances

A serious risk non-compliance is a licensing rule violation that has the potential to lead to a great risk of harm to a child and is observable and/or based on facts.

No serious risk non-compliances were observed during this inspection

Moderate Risk Non-Compliances

A moderate risk non-compliance is a licensing rule violation that has the potential to lead to a great risk of harm to a child and is observable and/or based on facts.

Domain: 09 Children's Files

Rule: 5180:2-12-15 Child Health Care Plans

Requirement: The program is required to have a completed DCY 01236 or equivalent form on file at the program for any child having a health condition and must implement and/or follow instructions on the plan. The program is required to have staff trained to perform the procedures on the form present at the program when the child requiring

the procedure is onsite. Only staff who have been trained shall be permitted to perform the procedures listed on the form.

Finding: In review of the children's records, it was determined the program did not meet the requirements for caring for at least one child, indicated on the Children's Records Review, with a condition that requires a DCY 01236 "Health Care Plan Documentation & Permission to Administer Medication" or equivalent form.

The following was observed: No plan was on file.

Provide staff training. Submit the program's corrective action plan, which includes a copy of the completed DCY 01236 or equivalent form, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/11/2026

Other Non-Compliances

This section includes other rule violations that are observable and/or based on facts.

Domain: 01 Ratio & Supervision

Rule: 5180:2-12-18 Group Size

Requirement: The program is required to maintain the appropriate group size for each group of children served.

Finding: During the inspection, group size limitations were not maintained for the group of School Ageds as it was determined there were 48 children grouped together. The group size shall not exceed twice the maximum number of children allowed per Child Care Staff Member. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/11/2026

Domain: 01 Ratio & Supervision

Rule: 5180:2-12-18 Attendance Records

Requirement: The program is required to maintain a record of the arrival and departure of each child. The program is also required to retain the original attendance record at the center for a period of one year.

Finding: During the inspection, it was determined the program did not meet the requirements for keeping an attendance record.

The following was observed:

- The attendance record was not being consistently completed.
- The record did not include the birth date of at least one child.
- The record did not include the assigned group.
- The record did not include the child's weekly schedule.
- The record did not include the time (hours and minutes) of each child's arrival and departure to the program.
- The original attendance record was not kept at the program for a period of one year

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

Corrective Action Plan Due: 10/11/2026

Domain: 01 Ratio & Supervision

Rule: 5180:2-12-18 Group Size

Requirement: The program is required to assign each child to a permanent group.

Finding: During the inspection, it was determined that children were not organized and assigned to a permanent group in consultation with parents. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/11/2026

Domain: 01 Ratio & Supervision

Rule: 5180:2-12-18 Attendance Records

Requirement: The program is required to have a method for tracking the children in each group. The tracking method must be updated throughout the day and kept with the group at all times.

Finding: During the inspection, it was determined that the method for tracking children in each group did not meet the requirements of the rule.

The following was observed: There was no method in place.

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

Corrective Action Plan Due: 10/11/2026

Domain: 02 Safe & Sanitary Environment

Rule: 5180:2-12-12 Safe Environment

Requirement: The program is required to store chemicals and cleaning and sanitizing supplies in a place that is inaccessible to children. Cleaning agents, aerosol cans and chemical substances must be stored in their original container or clearly labeled. School-age children may use cleaning supplies and equipment with adult supervision.

Finding: During the inspection, a potentially hazardous substance, which was determined to not present a serious risk to a child, was not used or stored properly

The following was observed: Disinfecting wipes were accessible to children throughout the area.

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

Corrective Action Plan Due: 10/11/2026

Domain: 04 Indoor/Outdoor Space

Rule: 5180:2-12-11 Outdoor Play Equipment

Requirement: 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.

Finding: During the inspection, it was determined that outdoor play equipment was unsafe or not used as intended.

The following was observed: Outdoor equipment was not free of conditions that pose a risk of harm to children in that equipment, swings, climbers had peeling paint and rust.

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

Corrective Action Plan Due: 10/11/2026

Domain: 04 Indoor/Outdoor Space

Rule: 5180:2-12-11 Outdoor Play Fall Zones

Requirement: 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 the fall zone under and around equipment designated for climbing, swinging, balancing and sliding did not meet the requirements.

The following was observed: All loose fill materials were not raked to retain their proper distribution, shock-absorbing properties and to remove foreign material.

The program is required to provide adequate fall zones under and around outdoor play equipment at all times. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/11/2026

Domain: 05 Health & Safety

Rule: 5180:2-12-16 Incident/Injury Reporting

Requirement: The program is required to complete the DCY 01299 "Incident/Injury Report" for injuries and incidents at the program, provide a copy to the person who picks the child up on the day of the incident, and retain a copy of the form onsite at the program for one year.

Finding: In review of the records, it was determined the program did not meet the requirements for completing a DCY 01299 "Incident/Injury Report".

The following was observed: The DCY 01299 was not kept on file at the program for at least one year.

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

Corrective Action Plan Due: 10/11/2026

Domain: 08 Staff Files

Rule: 5180:2-12-07 Administrator Responsibilities/Requirements

Requirement: The program administrator is required to maintain current employee records in the Ohio Professional Registry.

Finding: During the inspection, it was determined employment records in the Ohio Professional Registry (OPR) were not created or maintained.

The following was observed:

- At least one administrator, employee or child care staff member had not updated changes to positions or roles within ten calendar days of the change.

- At least one individual's schedule was not current.
- At least one individual's position or role did not include an applicable group assignment.

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

Corrective Action Plan Due: 10/11/2026

Domain: 08 Staff Files

Rule: 5180:2-12-10 Health Training Requirements

Requirement: The program is required to have all child care staff members complete training in child abuse and neglect recognition and prevention within sixty days of hire. Staff must complete training in first aid and CPR within the first ninety days of hire.

Finding: In review of the staff records, it was determined that at least one child care staff member had not completed required health and safety training.

The following was observed:

- First aid training was not completed within ninety days of hire
- Cardiopulmonary resuscitation (CPR) training was not completed within ninety days of hire

Refer to the Employee Record Chart for the name(s) of the child care staff member(s) who must complete the required health and safety training(s). Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/11/2026

Domain: 08 Staff Files

Rule: 5180:2-12-08 Child Care Staff Member Educational Requirements

Requirement: The program staff is required to have educational verification on file at the program.

Finding: In review of the staff records, it was determined that verification of a high school education for the child care staff member(s) listed on the Employee Record Chart, did not meet the requirements.

The following was observed: Verification of completion of a high school education was not on file.

Submit the program's corrective action plan, which includes a copy of the education verification, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/11/2026

Domain: 10 Written Policies & Procedures

Rule: 5180:2-12-16 Emergency Preparedness and Response Plan

Requirement: The program is required to train child care staff members and employees on the EPRP annually and keep written documentation of the training on-site.

Finding: During the inspection, it was determined the program's emergency preparedness and response plan (EPRP) did not meet the requirement for training child care staff members and employees on the plan annually.

The following was observed: All Child care staff members and employees were not trained annually.

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

Corrective Action Plan Due: 10/11/2026

Domain: 10 Written Policies & Procedures

Rule: 5180:2-12-16 Emergency Preparedness and Response Plan

Requirement: The program is required to have an emergency preparedness and response plan (EPRP).

Finding: During the inspection, it was determined the program's emergency preparedness and response plan (EPRP) did not meet the requirement or was missing the information.

The following was observed as missing:

- The plan was not provided to all child care staff and employees.
- Medical or dental emergencies, including emergency transportation .
- Weather emergencies and natural disasters, including severe thunderstorms, tornadoes, flash flooding, major snowfall, blizzards, ice storms, or earthquakes. (States to follow YWCA guidelines. What are those guidelines?)
- Emergency outdoor and indoor lockdown due to threats of violence, including active shooter, bioterrorism, or terrorism.

- Emergency or evacuation and relocation procedures due to hazardous materials and spills, gas leaks, or bomb threats; or due to threats of violence which include active shooter, bioterrorism, or terrorism.
- Loss of power, water, or heat. (What does long enough mean?)
- Making the plan available to all child care staff members and employees.

Make the necessary revisions to the EPRP. 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: 10/11/2026

Technical Assistance Provided

This section documents technical assistance provided to the program when the program demonstrated an overall level of compliance with a rule requirement.

Domain: 03 Postings & Equipment

Rule: 5180:2-12-16 Emergency Postings

Requirement: The program is required to post emergency phone numbers.

Findings: During the inspection, it was determined emergency numbers are not posted in all spaces used by children as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 09 Children's Files

Rule: 5180:2-12-15 Child Enrollment Records

Requirement: The program is required to have a completed and updated DCY 01234 "Child Enrollment and Health Information For Child Care" or equivalent form on file for each child enrolled.

Findings: During the inspection, it was determined the child's enrollment form is not complete or updated annually as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 09 Children's Files

Rule: 5180:2-12-15 Child Record Requirements

Requirement: The program is required to keep children's records on file for one year.

Findings: During the inspection, it was determined child records were not kept on file at the program for one year. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 10 Written Policies & Procedures

Rule: 5180:2-12-07 Written Program Policies and Procedures

Requirement: The program's policies and procedures are required to include all topics outlined in rule.

Findings: During the inspection, it was determined the program's policies and procedures handbook does not contain all items as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

In Compliance/Not Verified/Previously Verified/Not Applicable

This section documents rule requirements that were assessed as fully compliant, previously verified, not verified during this inspection or not applicable to the program.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-18 License Capacity	Compliant	Documenting Statement: The program was operating within their license capacity limits.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-02 License Visible	Compliant	Documenting Statement: The license was in a location visible to parents as required.
Rule	Status	Documenting Statement(s), If applicable
5180:2-12-03 Inspection Requirements	Compliant	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-04 Building Department Inspection	Compliant	Documenting Statement: This program serves only school age children in a public or chartered non-public school building.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-04 Fire Inspection	Compliant	Documenting Statement: This program serves only school age children in a public or chartered non-public school building.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-04 Food Service Requirements	Compliant	Documenting Statement: Written permission to operate under the food service license of another entity at the same location was observed.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-05 Denial, Revocation and Suspension	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-07 Administrator Qualifications	Compliant	Documenting Statement: During the inspection, the requirements of the rule regarding administrator qualifications were discussed.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-08 Orientation Training & Whistle Blower Protection	Compliant	Documenting Statement: On the day of the inspection, all child care staff members had met orientation training requirements.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-09 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
Rule: 5180:2-12-10 Professional Development Requirements	Compliant	Documenting Statement: At the time of the inspection, all child care staff members had completed the required amount of professional development training.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-11 Indoor Space Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-11 Outdoor Space Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-12 Safe Equipment	Compliant	Documenting Statement: Equipment was observed to be in good condition.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-13 Sanitary Equipment and Environment	Compliant	Documenting Statement: The environment, furniture, materials, and equipment were kept in a sanitary condition at all times.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-13 Handwashing Requirements	Compliant	Documenting Statement: During the inspection, the requirements of the rule regarding handwashing were discussed.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-13 Smoke Free Environment	Compliant	Documenting Statement: A notice was observed posted stating that smoking is prohibited at the program.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation and Field Trip Procedures	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation - Driver Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation - Vehicle Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-16 First Aid/Standard Precautions	Compliant	Documenting Statement: During the inspection, the program had complete first aid kits available as required.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-16 Management of Communicable Disease	Compliant	Documenting Statement: The DCY 08087 "Communicable Disease Chart" was posted and was readily available to staff and parents.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-17 Daily Schedule	Compliant	Documenting Statement: Daily schedules were observed posted.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-17 Materials and Equipment	Compliant	Documenting Statement: Sufficient equipment was observed.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-17 Daily Outdoor Play	Compliant	Documenting Statement: During the inspection, the requirements of the rule regarding daily outdoor play were discussed.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-18 Ratio	Compliant	Documenting Statement: During the inspection, the requirements of the rule regarding staff/child ratios were discussed.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-19 Supervision	Compliant	Documenting Statement: During the inspection, the requirements of the rule regarding supervision of children were discussed.
Rule	Status	Documenting Statement(s), If applicable

Rule: 5180:2-12-19 Child Guidance

Compliant

Documenting Statement: Appropriate child guidance and behavior management techniques and practices were observed being used during the inspection.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements	Compliant	Documenting Statement: Posted menus were current and dated.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-21 Evening and Overnight Care	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 Infant Bottle and Food Preparation	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-22 Fluid Milk Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 Infant Daily Care	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-22 Safe Food Handling/Storage	Compliant	Documenting Statement: Food was stored in a safe and sanitary manner.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-24 Swimming and Water Safety Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-16 Emergency Drills	Compliant	Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified during this inspection.

Rule	Status	Documenting Statement(s), If applicable
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Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-08 Staff Immunization Records	Compliant	Documenting Statement: All employees had immunization records or exemption documentation on file.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-02 Current Information	Compliant	Documenting Statement: The program had current information entered in the Ohio Statewide Licensing System.
Rule	Status	Documenting Statement(s), If applicable
5180:2-12-02 Amendments to the License	Not Applicable	
Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cots and Napping - Practices	Not Applicable	
Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-15 Child Immunization Records	Not Applicable	Documenting Statement: At the time of the inspection, child immunization records for the children were not needed as all children enrolled attended a grade of kindergarten or above in an elementary school.
Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-08 Staff TB Screening Requirements	Compliant	Documenting Statement: All employees had tuberculosis (TB) screenings and immunization records on file.
Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cots and Napping - Equipment and Environment	Not Applicable	
Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cribs - Safe Environment and Practices	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cribs - Placement	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-22 Specialized Diets	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 Diapering and Toilet Training - Practices	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 2026 Diapering and Toilet Training - Supplies	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-25 2026 Medication Administration Practices	Compliant	Documenting Statement: During the inspection, the requirements of the rule regarding administering medication, topical products and medical foods were discussed.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-25 2026 Medication Documentation	Compliant	Documenting Statement: During the inspection, the requirements of the rule regarding administering medication, topical products and medical foods were discussed.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-25 2026 Medication Storage	Compliant	Documenting Statement: During the inspection, the requirements of the rule regarding administering medication, topical products and medical foods were discussed.