

## 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 Grove / Families FORWARD -<br>College Hill | Program Number<br>2250032298      | Program Type<br>Child Care Center |                   |
| Address<br>1625 Cedar Ave. Cincinnati<br>OH<br>45201                |                                   | County<br>HAMILTON                |                   |
| Building Approval Date  | Use Group/Code                    | Occupancy Limit                   | Maximum Under 2 ½ |
| Fire Inspection Approval Date                                       | Food Service Risk Level<br>Exempt |                                   |                   |

| Inspection Information         |                                     |                                  |                        |                   |
|--------------------------------|-------------------------------------|----------------------------------|------------------------|-------------------|
| Inspection Type<br>Provisional | Inspection Scope<br>Full            | Inspection Notice<br>Unannounced |                        |                   |
| Inspection Date<br>11/18/2025  | Begin Time<br>2:45 PM               | End Time<br>5:15 PM              |                        |                   |
| Reviewer:<br>Beverly McGlasson |                                     |                                  |                        |                   |
| Summary of Findings            |                                     |                                  |                        |                   |
| No. Rules Verified<br>58       | No. Rules with Non-compliances<br>9 | No. Serious Risk<br>0            | No. Moderate Risk<br>2 | No. Low Risk<br>8 |

| 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     |
| <b>Total Under 2 ½ Years</b>                              | 0                | 0          | 0         | 0     |
| Older Toddler   |                  | 0          | 0         | 0     |
| Preschool   |                  | 0          | 0         | 0     |
| School Age  |                  | 0          | 25        | 25    |
| <b>Total Capacity/Enrollment</b>                          | 95               | 0          | 25        | 25    |

| Staff-Child Ratios at the Time of Inspection |                 |                |         |
|--|-----------------|----------------|---------|
| Group  | Age Group/Range | Ratio Observed | Comment |

|                    |                          |         |   |
|--------------------|--------------------------|---------|---|
| Group 1- PS-K      | School-Age to < 11 years | 1 to 7  |   |
| Group 1- PS-K      | School-Age to < 11 years | 2 to 8  |   |
| Group 3-Grades 3-4 | School-Age to < 11 years | 1 to 11 | This ratio includes children from both Group 1 and Group 2. |
| Group 3-Grades 3-4 | School-Age to < 11 years | 1 to 13 | This ratio includes children from both Group 1 and Group 2. |

### 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 and 5180:2-13-03 detail the process for submitting a request for review. The request for review must be submitted within seven business days from the receipt of the licensing report. In addition, if the program is star rated, the rating may be impacted if a serious or moderate risk non-compliance is cited.*

### Serious Risk Non-Compliances

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

### Moderate Risk Non-Compliances

#### Domain: 08 Staff Files

Rule: 5180:2-12-09 Background Check Requirements

Code: The program is required to have all staff request background checks as required and receive a JFS 01176 or preliminary approval from ODJFS prior to allowing an individual to engage in assigned duties or be near children.

Finding: In review of the staff records, it was determined that background checks did not meet the requirements of the rule for the person(s) listed on the Employee Record Chart as noted in number 4 below:

1. The request for a background check for child care was not submitted in the OPR.
2. The fingerprints were not submitted electronically according to the process established by BCI.

3. The individual(s) had engaged in assigned duties or were near children and preliminary approval from ODJFS was not on file.
4. Background checks were not updated every five years.

Submit the program's corrective action plan, which includes a copy of the JFS 01176, or a copy of the preliminary approval or a statement that the individual(s) are no longer engaged in assigned duties and are not near children until the preliminary approval has been received, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 12/20/2025

#### **Domain: 09 Children's Files**

Rule: 5180:2-12-15 Medical/Physical Care Plans

Code: The program is required to have a completed JFS 01236 "Child Medical/Physical Care Plan for Child Care" 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 JFS 01236 "Child Medical/Physical Care Plan for Child Care" 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 JFS 01236.

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 Records Review, with a condition that requires a JFS 01236 "Child Medical/Physical Care Plan" as noted in number(s) 1, 7, 13, 14, 27, 28, 30, and 31 below:

1. No plan was on file.  
(Page 1)
2. Child's name was missing.
3. Name of the condition was missing.
4. Indication if medication or medical food is required was missing.
5. Signs, symptoms or situations that require staff to take action were missing.
6. Activities, foods, environmental conditions to avoid were missing.
7. Training instructions for procedures for staff to follow were missing or incomplete.  
(Page 2)
8. Child's name was missing or not attached.
9. Child's date of birth was missing or not attached.
10. Child's weight was missing or not attached.
11. Name of the medication/medical food was missing or not attached.
12. Dosage of medication/medical food to be administered was missing or not attached.
13. Time for medication/medical food to be administered was missing or not attached.
14. Expiration date for medication/medical food was missing or not attached.
15. Symptoms that require staff to administer medication/medical food were missing or not attached.
16. Specific instructions to administer the medication/medical food were missing or not attached.
17. Actions to be taken if the symptoms do not subside were missing or not attached.
18. Physician's signature was missing or not attached.
19. The date of the physician's signature was missing or not attached.



(Page 3)

- 20. Child's name was missing.
- 21. Instructions regarding emergency evacuation, if applicable, were missing.
- 22. Signature of parent granting permission to implement the plan and verifying training was missing.
- 23. Date of parent signature was missing.
- 24. Certified Professional Trainer information was missing.
- 25. Signature of certified professional who trained the program staff was missing, if parent was not the trainer.
- 26. Date of trainer signature was missing.
- 27. Printed name(s) of child care staff member(s) who have received instructions for care and/or have been trained to perform the procedure were missing.
- 28. Signature(s) of child care staff member(s) who have received instructions for care and/or have been trained to perform the procedure were missing.
- 29. Date of staff signature was missing.
- 30. Administrator/Provider signature was missing.
- 31. Date of administrator/Provider was missing.

(Page 4)

- 32. Child's name was missing.
- 33. Name of medication or medical food was missing.
- 34. Date the medication/medical food was administered was missing.
- 35. Time medication/medical food was administered was missing.
- 36. Dosage of medication/medical food that was administered was missing.
- 37. Signature of person administering medication/medical food was missing.
- 38. The plan was not followed or implemented.
- 39. The plan was not able to be implemented due to conflicting information.
- 40. None of the child care staff members trained in the procedures on the JFS 01236 were onsite when a child requiring the plan was present.
- 41. Child care staff members trained in the procedures on the JFS 01236 were not scheduled to be present the entire the time the child requiring the plan was onsite.
- 42. None of the child care staff members trained in the procedures on the JFS 01236 accompanied the child requiring the plan during a trip.
- 43. A child care staff member who had not been trained in the procedures on the JFS 01236 performed the procedure.
- 44. Medication listed in the procedures to follow was not onsite available to administer as instructed and alternate instructions for this situation were not included on the plan.

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

Corrective Action Plan Due: 12/20/2025

### Low Risk Non-Compliances

**Domain: 03 Postings & Equipment**

Rule: 5180:2-12-17 Materials and Equipment

Code: The program is required to have an area for children to store their belongings.

Finding: During the inspection, it was determined that the program did not have designated storage areas for children's personal belongings. The rule requires that an area be designated where children can individually store their personal belongings. This area shall not block walkways or evacuation routes. 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: 5180:2-12-16 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 2 below:

1. Monthly fire drills.
2. Monthly weather emergency drills (March through September).
3. Emergency/lockdown drills in each quarter of the calendar year.

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

Corrective Action Plan Due: 12/20/2025

**Domain: 08 Staff Files**

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

Code: 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 as noted in number(s) 5 and 6 below:

1. Child abuse and neglect recognition and prevention training was not completed within sixty days of hire.
2. First aid training was not completed within ninety days of hire.
3. Cardiopulmonary resuscitation (CPR) training was not completed within ninety days of hire.
4. The child abuse and neglect recognition and prevention training was expired.
5. The first aid training was expired.
6. The CPR training was expired.

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: 12/20/2025

#### **Domain: 08 Staff Files**

Rule: 5180:2-12-08 Medical Statement

Code: The program staff's medical statements are required to be completed and on file at the program.

Finding: In review of the staff records, it was determined that the medical statements for the employees listed on the Employee Record Chart did not meet the requirements as listed in number 1 below.

1. A medical statement was not on file for at least one employee;
2. The medical statement(s) on file did not have a date of examination within 12 months of the employee's first day of employment;
3. Date of examination was missing;
4. Signature, business address, or telephone number of the licensed physician, physician assistant, advanced practice nurse, certified midwife, or certified nurse practitioner who completed the examination was missing;
5. A statement was missing that verifies the employee is:
  - a. Physically fit for employment in a program caring for children;
  - b. Immunized against Tetanus, Diphtheria, Pertussis (Tdap);
  - c. Immunized against Measles, Mumps, and Rubella (MMR);
6. Tuberculosis (TB) screening/test information was missing:
  - a. Documentation of the screening process to determine if the employee resided in a country identified by the world health organization as having a high burden of TB and arrived in the United States within the five years preceding the date of application for employment.
  - b. Results of a TB test for employees meeting both criteria in 6a.
  - c. Results of additional testing for employees with a positive TB test.
  - d. Written statement, signed by a representative of the TB control unit, that the employee's TB is no longer infectious or the individual is receiving a TB treatment regimen for employees with a positive TB test.



Submit the program's corrective action plan, which includes a copy of the completed employee medical statement, or TB results/documentation, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 12/20/2025

**Domain: 09 Children's Files**

Rule: 5180:2-12-25 Medication Administration

Code: The program staff is required to have immediate access to medications, medical foods and topical products.

Finding: During the inspection, it was determined that the program staff did not have immediate access to medications, medical foods and topical products 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: 12/20/2025

**Domain: 09 Children's Files**

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

Code: The program is required to use the updated JFS 01234 "Child Enrollment and Health Information For Child Care".

Finding: In review of 25% of the children's records, it was determined that information had not been secured from the parent/guardian on the JFS 01234 "Child Enrollment and Health Information For Child Care", as required, for the items in number(s) 4, 6, 7, 12, 13, and 15 below.

1. No enrollment form was completed for at least one child
2. The current JFS 01234 was not completed for at least one child
3. Complete child information
4. Complete parent information
5. Complete emergency contact information
6. Complete physician information
7. Information regarding the parent list
8. Health information
9. Additional information for all boxes checked "yes"
10. Emergency transportation information
11. Parent/guardian's signature
12. Diapering Statement

13. Acknowledgement of Policies and Procedures
14. Enrollment form for at least one child was not updated by either the parent or the administrator
15. Enrollment form for at least one child was not signed by the administrator
16. Other [ ]

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: 09 Children's Files**

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

Code: The program is required to have a completed medical on file at the program for each child enrolled.

Finding: In review of 25% of the children's records, it was determined that completed medical statements were not on file, as required, for children listed on the JFS Children's Record Review For Child Care as indicated in number 1 below:

1. No medical was on file for at least one child
2. Medical(s) on file was not updated every 13 months
3. Medical(s) were missing child's name and date of birth
4. Medical(s) were missing the date of the medical examination
5. The date of the exam was more than 13 months prior to the date the form was signed.
6. Medical(s) were missing a statement that the child has been examined and is in suitable condition for participation in group care
7. Medical(s) were missing the signature, business address and telephone number of the physician, physician's assistant(PA), advance practice nurse (APN) or certified nurse practitioner (CNP) who examined the child
8. Medical(s) were missing a record of immunizations the child has had specifying month, day and year
9. Medical(s) were missing a statement from the physician, PA, APN, or CNP that the child has been immunized or is in the process of being immunized against the diseases required by division 5104.014 of the Revised Code and found in appendix A to this rule
10. Medical(s) were missing a statement from the child's parent or guardian that he or she has declined to have the child immunized against the disease for reasons of conscience, including religious convictions
11. Other [ ]

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

Corrective Action Plan Due: 12/20/2025



**Domain: 10 Written Policies & Procedures**

Rule: 5180:2-12-16 Written Disaster Plan

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

Finding: During the inspection, it was determined the program's written disaster plan did not meet the requirement for training child care staff members and employees on the plan annually as noted in number 1 below:

1. Child care staff members and employees were not trained annually.
2. Written documentation of the training was not kept on file.

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

Corrective Action Plan Due: 12/20/2025

**Rules In-Compliance/Not Verified**

| Rule                                 | Status    | Documenting Statement(s), If applicable  |
|--------------------------------------|-----------|--|
| Rule: 5180:2-12-02 License Posted    | Compliant | Documenting Statement: The license was in a location visible to parents as required. |
| Rule                                 | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-02 Current Information     | Compliant |  |
| Rule                                 | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-03 Inspection Requirements | Compliant |  |

| Rule   | Status    | Documenting Statement(s), If applicable  |
|--|-----------|--|
| 5180:2-12-04 Fire Inspection                                   | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-04 Food Service Requirements                         | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-07 Administrator Qualifications                      | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-07 Administrator Responsibilities/Requirements | Compliant | Documenting Statement: During the inspection, the requirements of the rule regarding administrator responsibilities and requirements were discussed.                 |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-07 Written Program Policies and Procedures     | Compliant | Documenting Statement: No changes have been made to the written policies and procedures since it was last approved by this Department.                               |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-08 Child Care Staff Member Educational Requirements  | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-08 Orientation Training & Whistle Blower Protection  | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-11 Outdoor Space Requirements                  | Compliant | Documenting Statement: The quarterly playground inspections were completed and documented, as required. The most recent inspection report form was dated 08/11/2025. |
| 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 Play Equipment                            | Compliant |  |

| Rule   | Status    | Documenting Statement(s), If applicable   |
|--|-----------|---|
| 5180:2-12-11 Outdoor Play Fall Zones                           | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-12 Safe Equipment                                    | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-12 Safe Environment                                  | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-13 Sanitary Equipment and Environment                | Compliant |   |
| 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   |
| 5180:2-12-13 Smoke Free Environment                            | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| Rule: 5180:2-12-16 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. |
| 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   |
| 5180:2-12-16 Management of Communicable Disease                | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |
| 5180:2-12-16 Incident/Injury Reporting                         | Compliant |   |



| Rule                                  | Status    | Documenting Statement(s), If applicable  |
|---------------------------------------|-----------|--|
| Rule: 5180:2-12-18 Attendance Records | Compliant | Documenting Statement: During the inspection, the requirements of the rule regarding attendance records were discussed.      |
| Rule                                  | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-18 Group Size         | Compliant | Documenting Statement: During the inspection, the requirements of the rule regarding group size were discussed.              |
| 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  |
| 5180:2-12-17 Daily Outdoor Play       | Compliant |  |
| Rule                                  | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-18 License Capacity         | Compliant |  |
| Rule                                  | Status    | Documenting Statement(s), If applicable  |
| Rule: 5180:2-12-18 Ratio              | Compliant | Documenting Statement: Staff/child ratios observed during the inspection were in compliance.                                 |
| 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  |
| 5180:2-12-19 Child Guidance           | Compliant |  |
| Rule                                  | Status    | Documenting Statement(s), If applicable  |

|  |           |  |
|--|-----------|--|
| Rule: 5180:2-12-22 Meal and Snack Requirements | Compliant | Documenting Statement: Snacks were provided at intervals as required by this rule. |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-22 Safe Food Handling/Storage        | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-22 Fluid Milk Requirements           | Compliant |  |
| Rule   | Status    | Documenting Statement(s), If applicable  |
| 5180:2-12-04 Building Department Inspection    | Compliant |  |