Department of Children & Youth

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 BILLHEIMER, BECKY J	Program Number 000000936393319	Program Type FCC - Type B Home
Address 2933 SPRINGMILL N RD SHELBY OH 44875		County RICHLAND

Inspection Information			
Inspection Type Compliance	Inspection Scope Full	Inspection Method On-site Inspection	Inspection Notice Unannounced
Inspection Date 09/09/2026	Begin Time 9:30 AM	End Time 10:45 AM	Reviewer: Tracy Trammell

Summary of Findings			
No. Requirements Verified 78	No. Requirements with Non-compliances 9		No. Requirements Compliant 68
No. Serious Risk 0	No. Moderate Risk Findings 0	No. Other Non-compliance Findings 8	No. Technical Assistance Provided 0

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)		1	1	2
Young Toddler		0	0	0
Total Under 2 ½ Years		1	1	2
Older Toddler		1	0	1
Preschool		5	0	5
School Age		0	1	1
Total Capacity/Enrollment	6	6	1	9

Staff-Child Ratios at the Time of Inspection				
Group	**Age Group/Range**	**Ratio Observed**	**Compliance**	**Comment**
MIXED AGE GROUP	Mixed Age Group	1 to 6	In Compliance	FREE PLAY 9:30 AM

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.

No moderate risk non-compliances were observed during this inspection

Ohio Department of Children & Youth

Other Non-Compliances

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

Domain: **01 Ratio & Supervision**

Rule: 5180:2-13-18 Attendance

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 program 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: child was not added to attendance sheet.

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

Corrective Action Plan Due: 10/09/2026

Domain: **03 Postings & Equipment**

Rule: 5180:2-13-16 Medical, Dental, and General Emergency Plan

Requirement: The program is required to post the fire and weather alert plan with a diagram.

Finding: During the inspection, it was determined the posted weather and fire alert plan did not meet the requirements in rule.

The following was observed: WEATHER AND FIRE ALERT PLAN POSTED NEEDS TO BE IN LIVING ROOM.

Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 10/09/2026

Domain: **03 Postings & Equipment**

Rule: 5180:2-13-17 Programming

Requirement: The program is required to have child initiated activities provided.

Finding: During the inspection, it was determined that the classroom(s) did not have a well-balanced program.

The following was observed: NEED TO ADD OUTDOOR ACTIVITY.

A well-balanced program of activities suitable to the developmental levels and abilities of each child in care shall be implemented on a daily basis. Submit the program's corrective action plan to the Department to verify compliance with the requirements of the rule.

Corrective Action Plan Due: 10/09/2026

Domain: **05 Health & Safety**

Rule: 5180:2-13-22 Meals and Snacks

Requirement: The program is required to post the current menu in a noticeable location that is accessible to parents and note any substitutions at the time of the change.

Finding: During the inspection, it was determined that the program's weekly menu did not meet the requirement.

The following was observed: NO BREAKFAST ON MENUE.

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

Corrective Action Plan Due: 10/09/2026

Domain: **05 Health & Safety**

Rule: 5180:2-13-16 Emergency Drills

Requirement: The program is required to complete and document the required drills.

Finding: During the inspection, it was determined that the required drills were not completed.

The following was observed as incomplete: no fire drill or tornado for Aug.

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

Corrective Action Plan Due: 10/09/2026

Domain: **05 Health & Safety**

Rule: 5180:2-13-16 Emergency Preparedness and Response Plan

Requirement: The program is required to have a completed emergency preparedness and response plan.

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

The following was observed missing: 1. Emergency numbers for medical, dental, and transport-related emergencies, in addition to 911

2. Assisting infants, toddlers and children with special needs and/or health conditions

3. Procedures for communicating with parents during loss of communication, no phone or internet service available

4. What to do if a disaster occurs during the transport of children or when on a field trip or routine trip

5. Contact with local emergency management officials

6. The location of supplies and procedures for gathering necessary supplies for staff and children if required to shelter in place

Submit the program's corrective action plan, which includes the missing information, if applicable, to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/09/2026

Domain: **08 Staff Files**

Rule: 5180:2-13-09 Background Checks

Requirement: The program is required to have the applicable DCY 01176 "Program Notification of Background Check Review for Child Care" on file.

Finding: In review of the staff records, it was determined that background check requirements had not been followed, for the individual(s) listed on the Employee Record Chart.

The following was observed :HAD 1177 ON FILE.

Submit the program's corrective action plan, which includes a statement that the correct form is now on file, to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/09/2026

Domain: **10 Written Policies & Procedures**

Rule: 5180:2-13-07 Written Policies and Procedures

Requirement: The program is required to have policies and procedures for all items listed in this rule.

Finding: On the day of the inspection, the program's written policies and procedures provided to the parents/guardians and employees was missing item(s).

The following was observed as missing: 1. A written security plan is provided that ensures that access to the home is limited to parents and guardians of children in care and authorized persons.

2. Summary of procedures taken in the event of an emergency, serious illness or injury

3. Usage of emergency medical devices and emergency medications, including but not limited to Automated External Defibrillators (AED) and Naloxone

4. Social media policy includes, but not limited to, addressing publication of child photos or other identifying information

5. Policy to prohibit staff members and employees from exposing children to inappropriate language, media, or behavior

6. Use of a substitute child care staff member or child care staff member pursuant to 5180:2-13-08 of the Administrative Code for sick days, vacations or other time off.

7. Formal screenings & assessments conducted on enrolled children and if the program reports child level data to DCY pursuant to 5180:2-17 of the Administrative Code

Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

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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.

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
5180:2-13-02 Voluntary Temporary Closure	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-02 License Visible	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-02 Information in Ohio statewide licensing system	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-02 Change of Location	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-07 Provider Immunization	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-02 Type A Ownership	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-03 Inspection Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-04 Building Inspections for Type A Homes	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-04 Building Requirements for Type B Homes	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-04 Fire Inspections for Type A Homes	Compliant	

Rule	Status	Documenting Statement(s), If applicable

5180:2-13-04 Flammable and Combustible Materials in a Type B Home	Compliant

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-07 Staff Records	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-05 Denial, Revocation, and Suspension	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-04 Heaters in a Type B Home	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-07 Provider Responsibilities	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-08 Employee Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-07 Type B Provider - Foster Parent	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-10 Health Training	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-08 Child Care Staff Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-08 Whistle Blower	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-10 Professional Development	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-11 Indoor Space	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-11 Outdoor Space	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-11 Outdoor Equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-11 Fall Zone	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-12 Safe Equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-12 Safe Environment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-12 Carbon Monoxide Detectors - Type B Only	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-13 Handwashing	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-13 Clean environment and equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-12 Pets	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-13 Smoke Free	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-14 Requirements for Field and Routine Trips	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-14 Driver Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-14 Ratio and Supervision for Field and Routine Trips	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-14 Vehicle Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-15 Child Immunization Records	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-14 Vehicle Inspections	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-15 Health Conditions	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-16 First Aid Kit/Standard Precautions	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-15 Child Records Retention and Confidentiality	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-16 Incident/Injury	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-17 Materials and Equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-18 Group Size and Ratios	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-19 Supervision	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-19 School Age Supervision	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-19 Child Guidance	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-20 Cots & Napping - Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-20 Crib and Playpen Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-21 Evening and Overnight Care	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-21 Sanitary Environment and Hygiene	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-22 Fluid Milk	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-22 Food Handling	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-23 Infant Daily Care	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-23 Infant Bottle and Food Preparation	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-23 Diapering and Toilet Training - Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-24 On-site Pools	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-24 Swimming Sites	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-25 Medication Administration Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-02 Voluntary Temporary Closure - No Notification	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-15 Child Enrollment Records	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-20 Cots & Napping - Equipment & Environment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-15 Child Record Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-22 Safe Food Handling/Storage	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-20 Crib & Playpen - Placement	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-23 Diapering and Toilet Training - Supplies	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-25 Medication Documentation	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-25 Medication Storage	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-16 Communicable Diseases	Compliant	