Department of Children & Youth

# Licensing Inspection Full Report

| Program Details | | |
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| Program Type:<br>School Age Child Care | Program Name:<br>Hilliard Crossing Elementary School | Program Number:<br>1000018962 |
| Address:<br>3340 Hilliard Rome Rd<br><br>Hilliard<br>OH 43026 | | County:<br>FRANKLIN |
| Organization Name:<br>Hilliard City | Org IRN:<br>047019 | Site IRN:<br>118059 |

| Inspection Information | | |
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| Inspection Type<br>Annual | Inspection Scope:<br>Full | Inspection Notice:<br>Unannounced |
| Visit Date:<br>10/09/2024 | Begin Time:<br>3:45 PM | End Time:<br>5:45 PM |

The most recent written compliance reports and the program's corrective action plan shall remain posted in a conspicuous place near the posted program license until the next compliance report is received from the department

Note: All documented non-compliances are grouped as Serious, Moderate and Low risk violations. A serious risk non-compliance may impact a program's Step up to Quality rating.

| Summary of Findings | | |
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| Number of Rules Verified: 84 | Number of Rules with Non-Compliances: 1 | |
| Serious Risk Non-Compliances: 0 | Moderate Risk Non-Compliances: 0 | Low Risk Non-Compliances: 2 |

## Summary of Non-Compliances

If a program disagrees with a licensing finding, the program may request a review of the finding(s). 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 risk non-compliance is cited.

### Serious Risk Non-Compliances

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

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## Moderate Risk Non-Compliances

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

## Low Risk Non-Compliances

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

Rule: 3301-32:03 Staff with required health and safety training

Code: This rule requires the program to ensure the following each staff member has completed and is current with an approved course for age-appropriate first aid and CPR in accordance with rule?5101:2-12-10?of the Administrative Code.

Findings: During the inspection and review of staff files, at least one person onsite does not have a current age appropriate course in CPR from an approved provider.

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

Rule: 3301-32:03 Staff with required health and safety training

Code: This rule requires the program to ensure each staff member shall have current valid age appropriate first aid, age appropriate CPR, child abuse recognition and prevention, and management of communicable disease certification in accordance with rule?5101:2-12-10?of the Administrative Code. In-service training on age appropriate first aid, age appropriate CPR, child abuse recognition and prevention, and management of communicable disease shall be updated according to the length of time required by the approved organization.

Findings: During the inspection and review of staff files, at least one person onsite does not have a current age appropriate course in first aid from an approved provider.

## Rules in Compliance/Not Verified

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| **Rule: 3301-32:04 Safe handling, storage, and disposal of bio-contaminants** | *Compliant* |
| **Rule: 3301-32:04 Using cleaning supplies** | *Not Verified* |
| **Rule: 3301-32:04 Furniture and equipment requirements** | *Compliant* |
| **Rule: 3301-32:04 Safe furniture and equipment** | *Compliant* |
| **Rule: 3301-32:04 Safe areas** | *Not Verified* |
| **Rule: 3301-32:04 Program cleaning and sanitizing** | *Compliant* |
| **Rule: 3301-32:04 Outdoor play space** | *Compliant* |
| **Rule: 3301-32:10 Enrollment of children with disabilities** | *Not Verified* |
| **Rule: 3301-32:10 Supervision plan policies** | *Compliant* |
| **Rule: 3301-32:05 Written philosophy and goals** | *Not Verified* |
| **Rule: 3301-32:09 Reporting abuse policy** | *Compliant* |
| **Rule: 3301-32:10 Discipline policy requirements** | *Compliant* |
| **Rule: 3301-32:10 Food service policies** | *Not Verified* |
| **Rule: 3301-32:10 Ill child policies** | *Not Verified* |
| **Rule: 3301-32:10 Medication administration policy requirements** | *Compliant* |
| **Rule: 3301-32:10 Emergency procedures** | *Compliant* |
| **Rule: 3301-32:10 Training on emergency procedures** | *Not Verified* |
| **Rule: 3301-32:10 Emergency drill practice** | *Compliant* |
| **Rule: 3301-32:10 Accident policy and procedures** | *Not Verified* |

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| **Rule: 3301-32:10 Child release policies** | *Not Verified* |
| **Rule: 3301-32:10 Reporting absences** | *Compliant* |
| **Rule: 3301-32:03 Staff/child ratio** | *Compliant* |
| **Rule: 3301-32:04 Storage of belongings** | *Compliant* |
| **Rule: 3301-32:04 Access to facilities** | *Compliant* |
| **Rule: 3301-32:04 First aid supplies** | *Compliant* |
| **Rule: 3301-32:04 Phone requirements** | *Compliant* |
| **Rule: 3301-32:04 Smoking prohibited** | *Compliant* |
| **Rule: 3301-32:04 Handwashing facilities** | *Compliant* |
| **Rule: 3301-32:04 License and written compliance report posted** | *Compliant* |
| **Rule: 3301-32:08 Communicable Disease Policy: Exposure to a communicable disease** | *Compliant* |
| **Rule: 3301-32:08 Communicable disease chart** | *Compliant* |
| **Rule: 3301-32:03 Second adult requirements** | *Compliant* |
| **Rule: 3301-32:03 Administrator onsite time** | *Compliant* |
| **Rule: 3301-32:03 Annual orientation training requirement** | *Compliant* |
| **Rule: 3301-32:03 Individual used in ratio** | *Compliant* |
| **Rule: 3301-32:03 Maintaining Ohio Professional Registry Profile** | *Not Verified* |
| **Rule: 3301-32:03 Staff minimum requirements** | *Compliant* |
| **Rule: 3301-32:03 Licensing orientation training** | *Compliant* |

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| **Rule: 3301-32:03 In-service hour requirement** | *Not Verified* |
| **Rule: 3301-32:09 Written discipline policy requirements** | *Compliant* |
| **Rule: 3301-32:09 Staff receive discipline policy** | *Compliant* |
| **Rule: 3301-32:05 Written curriculum requirements** | *Not Verified* |
| **Rule: 3301-32:05 Equitable activities, materials and equipment** | *Compliant* |
| **Rule: 3301-32:03 Staff medical statement** | *Compliant* |
| **Rule: 3301-32:03 Medication administration training** | *Compliant* |
| **Rule: 3301-32:03 Annual in-service requirements** | *Not Verified* |
| **Rule: 3301-32-03 Approved trainer requirements** | *Not Verified* |
| **Rule: 3301-32:04 Annual fire inspection** | *Compliant* |
| **Rule: 3301-32:04 Indoor space** | *Compliant* |
| **Rule: 3301-32:09 Written discipline policy: Exclusions** | *Compliant* |
| **Rule: 3301-32:09 Discipline restrictions** | *Compliant* |
| **Rule: 3301-32:07 Policies for providing meals** | *Not Verified* |
| **Rule: 3301-32:09 Staff responsibility for discipline** | *Compliant* |
| **Rule: 3301-32:07 Personnel trained in sanitary procedures** | *Not Verified* |
| **Rule: 3301-32:05 Written curriculum: Adapted for children with disabilities** | *Not Verified* |
| **Rule: 3301-32:05 Materials and equipment** | *Compliant* |
| **Rule: 3301-32:06 Individual child registration** | *Compliant* |

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| **Rule: 3301-32-06 Individual child injury report** | *Compliant* |
| **Rule: 3301-32-06 Injury report log** | *Compliant* |
| **Rule: 3301-32-06 Individual child transportation plan** | *Compliant* |
| **Rule: 3301-32-06 Individual child medical needs** | *Compliant* |
| **Rule: 3301-32-06 Attendance records** | *Compliant* |
| **Rule: 3301-32:07 Program meal and snack policies and requirements** | *Not Verified* |
| **Rule: 3301-32:07 Menu requirements** | *Compliant* |
| **Rule: 3301-32:07 Handwashing** | *Compliant* |
| **Rule: 3301-32:07 Special dietery needs** | *Compliant* |
| **Rule: 3301-32:07 Program personnel informed of children's allergies** | *Compliant* |
| **Rule: 3301-32:07 Safe drinking water** | *Compliant* |
| **Rule: 3301-32:07 Food served** | *Compliant* |
| **Rule: 3301-32:07 Safe food storage** | *Compliant* |
| **Rule: 3301-32:07 Screen time during meal or snack time** | *Compliant* |
| **Rule: 3301-32:07 USDA Sponsor Violation** | *Not Verified* |
| **Rule: 3301-32:07 Parent provided snack requirements** | *Not Verified* |
| **Rule: 3301-32:08 Children observed for communicable disease upon arrival** | *Compliant* |
| **Rule: 3301-32:08 Communicable Disease Policy: Symptoms of illness for isolation and discharge** | *Compliant* |

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| **Rule: 3301-32:08 Communicable Disease Policy: Ill child isolation requirements** | *Compliant* |
| **Rule: 3301-37:10 Discipline policy/ behavior management communication and written consent to parent** | *Not Verified* |
| **Rule: 3301-32:10 Program policies** | *Not Verified* |
| **Rule: 3301-32:10 Staff/parent communication** | *Not Verified* |
| **Rule: 3301-32:10 Program evaluation** | *Not Verified* |
| **Rule: 3301-32:10 Staff record policies** | *Not Verified* |
| **Rule: 3301-32:10 Volunteer policies** | *Not Verified* |
| **Rule: 3301-32:10 Nondiscrimination policies** | *Not Verified* |
| **Rule: 3301-32:10 Parent handbook** | *Not Verified* |
| **Rule: 3301-32:10 Staff policies** | *Not Verified* |
| **Rule: 3301-32:10 Child Data Privacy** | *Not Verified* |