Ohio Department of Education
Ohio Department of Job and Family Services

# Licensing Inspection Full Report

| Program Details | | |
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| Program Type:<br>Pre School | Program Name:<br>St Ignatius Loyola | Program Number:<br>1190019709 |
| Address:<br>5222 N Bend Rd<br><br>Cincinnati<br>OH 45247 | | County:<br>HAMILTON |
| Organization Name:<br>Cincinnati Archdiocese | Org IRN:<br>052514 | Site IRN:<br>055087 |

| Inspection Information | | |
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| Inspection Type<br>Annual | Inspection Scope:<br>Full | Inspection Notice:<br>Unannounced |
| Visit Date:<br>03/18/2024 | Begin Time:<br>9:00 AM | End Time:<br>11:00 AM |

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: 122 | Number of Rules with Non-Compliances: 4 | |
| Serious Risk Non-Compliances: 0 | Moderate Risk Non-Compliances: 2 | Low Risk Non-Compliances: 3 |

## 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**

**Moderate Risk Non-Compliances**

**Domain**: **02 Safe & Sanitary Environment**

Rule: 3301-37:06 Cleaning and sanitizing supplies

Code: This rule requires that cleaning and sanitizing supplies shall be stored in a space that is inaccessible to children. Cleaning agents, aerosol cans and all other chemical substances are to be stored in a designated area in their original containers and/or clearly labeled.

Findings: During the inspection, it was observed that cleaning and sanitizing supplies stored in a space that is accessible to children.

Corrective Action Plan Due: 04/21/2024

**Domain**: **10 Written Policies & Procedures**

Rule: 3301-37:07 Written medication policy requirements

Code: This rule requires medication to be administered with policies in place that assure child information is gathered and health professional instructions are followed

Findings: During the inspection, it was determined the following requirement was not met:

- Child's information, medication name, or dosage information was missing
- Medication was not in original container or the container from which it was dispensed
- Medication was expired.

Corrective Action Plan Due: 04/21/2024

**Low Risk Non-Compliances**

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

Rule: 3301-37:04 Orientation training

Code: This rule requires any individual who may have an assigned schedule with a preschool child (or group) or may be used to count in ratio is obligated to have an orientation training as prescribed by the department completed within thirty days of the individuals start date.

Findings: During the inspection and review of staff files, individuals used in ratio did not have documentation of the required orientation training prescribed by the department completed within thirty days of the start date.

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

Rule: 3301-37:04 Staff with required health and safety trainings

Code: This rule requires the program to ensure 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 first aid from an approved provider.

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

Rule: 3301-37:04 Staff with required health and safety trainings

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.

| Rules in Compliance/Not Verified | |
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| **Rule: 3301-37:06 Electrical fans** | *Compliant* |
| **Rule: 3301-37:02 Written compliance report posted** | *Not Verified* |
| **Rule: 3301-37:04 Non-guilty non-conviction statement** | *Not Verified* |
| **Rule: 3301-37:04 Required background checks** | *Compliant* |
| **Rule: 3301-37:04 Staff Medical statement** | *Compliant* |
| **Rule: 3301-37:04 Staff Non-Discrimination** | *Compliant* |
| **Rule: 3301-37:04 Director onsite fifty percent of operating hours** | *Not Verified* |
| **Rule: 3301-37:04 Program operation** | *Compliant* |
| **Rule: 3301-37:04 Staff supervision** | *Compliant* |

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| **Rule: 3301-37:04 Annual in-service requirements** | *Not Verified* |
| **Rule: 3301-37:04 Substitute requirements** | *Compliant* |
| **Rule: 3301-37:05 Play space free of hazards** | *Compliant* |
| **Rule: 3301-37:04 Director qualifications** | *Compliant* |
| **Rule: 3301-37:04 Director responsibilities** | *Not Verified* |
| **Rule: 3301-37:04 Administrator rules training** | *Not Verified* |
| **Rule: 3301-37:04 Lead teacher assigned** | *Compliant* |
| **Rule: 3301-37:04 Public preschool general education teacher requirements** | *Compliant* |
| **Rule: 3301-37:04 Special education teacher requirements** | *Compliant* |
| **Rule: 3301-37:04 Nontax nonpublic preschool teacher requirements** | *Compliant* |
| **Rule: 3301-37:04 Individuals used in ratio** | *Compliant* |
| **Rule: 3301-37:04 Staff minimum requirements** | *Compliant* |
| **Rule: 3301-37:04 Background check updates** | *Compliant* |
| **Rule: 3301-37:04 Staff/child ratio maintained at all times** | *Compliant* |
| **Rule: 3301-37:04 Ratio and Group size: General education or co-taught classroom** | *Compliant* |
| **Rule: 3301-37:04 Ratio and Group size: Integrated classroom** | *Compliant* |
| **Rule: 3301-37:04 Preschool special education law requirements** | *Compliant* |

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| **Rule: 3301-37:04 Intervention specialist caseload** | *Compliant* |
| **Rule: 3301-37:04 Second adult requirements** | *Compliant* |
| **Rule: 3301-37:04 Ratio and Group size: Special education classroom** | *Compliant* |
| **Rule: 3301-37:04 Mixed age group size** | *Compliant* |
| **Rule: 3301-37:04 Montessori maximum group size** | *Compliant* |
| **Rule: 3301-37:05 Outdoor play space** | *Compliant* |
| **Rule: 3301-37:06 Space heaters** | *Compliant* |
| **Rule: 3301-37:06 Safe handling, storage, and disposal of bio-contaminants** | *Compliant* |
| **Rule: 3301-37:06 Materials selected independently** | *Not Verified* |
| **Rule: 3301-37:06 Adequate first-aid supplies** | *Compliant* |
| **Rule: 3301-37:06 Cot or Mat requirements** | *Compliant* |
| **Rule: 3301-37:07 Governing body written policies** | *Compliant* |
| **Rule: 3301-37:07 Program policies and procedures** | *Compliant* |
| **Rule: 3301-37:07 Appropriate policies for children** | *Compliant* |
| **Rule: 3301-37:07 Staff policies** | *Compliant* |
| **Rule: 3301-37:07 Policies address children's cumulative records** | *Compliant* |
| **Rule: 3301-37:07 Developmentally appropriate program planning** | *Compliant* |
| **Rule: 3301-37:07 Health and safety procedures** | *Compliant* |

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| **Rule: 3301-37:07 Organized school health services** | *Compliant* |
| **Rule: 3301-37:07 Emergency procedure postings and records** | *Compliant* |
| **Rule: 3301-37:07 Immunization records and emergency medical authorization requirements** | *Compliant* |
| **Rule: 3301-37-08 List of allergies and treatment** | *Compliant* |
| **Rule: 3301-37:11 Communicable Disease Policy: Parent notification of illness** | *Not Verified* |
| **Rule: 3301-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge** | *Not Verified* |
| **Rule: 3301-37:11 Communicable disease chart posted** | *Not Verified* |
| **Rule: 3301-37:11 Communicable Disease Policy: Ill child isolation requirements** | *Not Verified* |
| **Rule: 3301-37:11 Communicable Disease Policy: Symptoms of illness for isolation** | *Not Verified* |
| **Rule: 3301-37:11 Communicable Disease Policy: Readmitting an ill child** | *Not Verified* |
| **Rule: 3301-37:11 Communicable Disease Policy: Mildly ill child** | *Not Verified* |
| **Rule: 3301-37:11 Communicable Disease Policy: Exposure to a communicable disease** | *Not Verified* |
| **Rule: 3301-37:11 Communicable disease policy: Training staff** | *Not Verified* |
| **Rule: 3301-37:05 Safe play space available** | *Compliant* |
| **Rule: 3301-37:10 Discipline restrictions** | *Compliant* |
| **Rule: 3301-37:10 Reporting abuse policy** | *Compliant* |

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| **Rule: 3301-37:10 Discipline policy/ behavior management communication and written consent to parent** | *Compliant* |
| **Rule: 3301-37:10 Staff receive discipline policy** | *Compliant* |
| **Rule: 3301-37:07 Admission procedures** | *Compliant* |
| **Rule: 3301-37:07 Parent Roster** | *Compliant* |
| **Rule: 3301-37:07 Behavior management/discipline policy requirements** | *Not Verified* |
| **Rule: 3301-37:07 Communicable Disease Policy requirements** | *Not Verified* |
| **Rule: 3301-37:07 Transportation and field trip policies** | *Compliant* |
| **Rule: 3301-37:07 Offsite swimming policy requirements** | *Compliant* |
| **Rule: 3301-37-08 Immunization records** | *Compliant* |
| **Rule: 3301-37:07 Unlimited parent access** | *Compliant* |
| **Rule: 3301-37-08 List of prescription or nonprescription medications, food supplements, modified diets, or fluoride supplements** | *Compliant* |
| **Rule: 3301-37-08 List of chronic physical problems and history of hospitalization** | *Not Verified* |
| **Rule: 3301-37-08 List of child diseases** | *Not Verified* |
| **Rule: 3301-37-08 Names and telephone numbers of physician and dentist** | *Not Verified* |
| **Rule: 3301-37-08 Emergency medical and dental care transportation** | *Compliant* |
| **Rule: 3301-37-08 Daily attendance records** | *Not Verified* |
| **Rule: 3301-37-08 Injury report** | *Not Verified* |

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| **Rule: 3301-37-08 Family Educational Rights and Privacy Act** | *Compliant* |
| **Rule: 3301-37-08 McKinney-Vento Homeless Assistance Act** | *Not Verified* |
| **Rule: 3301-37:09 Food license** | *Not Verified* |
| **Rule: 3301-37:07 Parent Roster permission** | *Not Verified* |
| **Rule: 3301-37:07 Safe sleep policy** | *Not Verified* |
| **Rule: 3301-37:10 Staff responsibility for discipline** | *Compliant* |
| **Rule: 3301-37:10 Written discipline policy requirements** | *Compliant* |
| **Rule: 3301-37:09 Menus** | *Not Verified* |
| **Rule: 3301-37:10 Discipline policy ensures well being of individuals** | *Compliant* |
| **Rule: 3301-37:05 Lifeguard or certified safety instructor** | *Not Verified* |
| **Rule: 3301-37:05 Children supervised during travel times** | *Compliant* |
| **Rule: 3301-37:04 Nap/rest time ratio requirements** | *Compliant* |
| **Rule: 3301-37:04 Preschool/school age mixed group** | *Not Verified* |
| **Rule: 3301-37:05 Ratio maintained at all times** | *Not Verified* |
| **Rule: 3301-37:05 Annual fire inspection** | *Compliant* |
| **Rule: 3301-37:05 Center cleaning and sanitizing** | *Not Verified* |
| **Rule: 3301-37:05 Electrical outlets** | *Compliant* |
| **Rule: 3301-37:05 Phone available** | *Compliant* |

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| **Rule: 3301-37:05 Smoking prohibited** | *Not Verified* |
| **Rule: 3301-37:06 Safe and sanitary equipment and materials** | *Not Verified* |
| **Rule: 3301-37:06 Protective Mats** | *Compliant* |
| **Rule: 3301-37:06 Potty chair requirements** | *Not Verified* |
| **Rule: 3301-37:07 Emergency numbers posting** | *Compliant* |
| **Rule: 3301-37:07 Medical and dental emergency procedure posting** | *Compliant* |
| **Rule: 3301-37:05 Room divided by barrier** | *Not Verified* |
| **Rule: 3301-37:05 Square footage and maximum capacity** | *Not Verified* |
| **Rule: 3301-37:05 Swimming and wading pools** | *Compliant* |
| **Rule: 3301-37:05 Exclusive use of preschool space** | *Compliant* |
| **Rule: 3301-37:05 Indoor space minimum requirements** | *Compliant* |
| **Rule: 3301-37:04 Fluoride supplements** | *Not Verified* |
| **Rule: 3301-37:07 Handwashing and disposable towels or air hand dryer available** | *Compliant* |
| **Rule: 3301-37:09 Choice of two required food groups for snack** | *Not Verified* |
| **Rule: 3301-37:09 Modified diet accommodations** | *Not Verified* |
| **Rule: 3301-37:09 Nutritious snack choices provided to parents** | *Not Verified* |
| **Rule: 3301-37:09 Screen time during meal or snack time** | *Not Verified* |
| **Rule: 3301-37:09 Snack nutritional requirements** | *Not Verified* |

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| **Rule: 3301-37:09 Snack service time** | *Not Verified* |
| **Rule: 3301-37:09 Snacks and meals to children attending four or more hours** | *Compliant* |
| **Rule: 3301-37:09 Use of powdered milk** | *Not Verified* |
| **Rule: 3301-37:03 Daily Schedule** | *Compliant* |
| **Rule: 3301-37:03 Nap/Rest-Time Requirements** | *Not Verified* |
| **Rule: 3301-37:04 Licensed staff in-service requirement** | *Not Verified* |
| **Rule: 3301-37:04 Part-time staff in-service requirement** | *Not Verified* |
| **Rule: 3301-37:04 Substitute providing IEP services** | *Compliant* |
| **Rule: 3301-37:11 Children observed for communicable disease upon** | *Not Verified* |
| **Rule: 3301-37:07 Supervising grounds, play areas, and other facilities** | *Compliant* |
| **Rule: 3301-37:07 Swimming policy** | *Compliant* |
| **Rule: 3301-37:07 Written procedures for incident and injury reporting** | *Compliant* |
| **Rule: 3301-37:09 Policy regarding providing food when parent does not provide it** | *Compliant* |
| **Rule: 3301-37:08 Child medical statement** | *Compliant* |
| **Rule: 3301-37-08 Cumulative record requirements** | *Compliant* |
| **Rule: 3301-37-08 Medication authorization** | *Compliant* |
| **Rule: 3301-37:03 Developmental progress and parent teacher conferences** | *Not Verified* |
| **Rule: 3301-37:02 Parent handbook** | *Not Verified* |

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| **Rule: 3301-37:03 Written curriculum adopted and aligned** | *Not Verified* |
| **Rule: 3301-37:07 Staff ratio during swimming and water play activities** | *Compliant* |
| **Rule: 3301-37:06 Furniture and equipment** | *Compliant* |
| **Rule: 3301-37:05 Public access areas** | *Not Verified* |
| **Rule: 3301-37:05 Infant and non-ambulatory child approved rooms** | *Compliant* |
| **Rule: 3301-37:04 Approved trainer requirements** | *Not Verified* |
| **Rule: 3301-37:07 Swimming permission** | *Compliant* |
| **Rule: 3301-37-08 Child medical signed by licensed physician** | *Not Verified* |
| **Rule: 3301-37:03 Written philosophy and goals** | *Compliant* |
| **Rule: 3301-37:07 Parent permission for topical products** | *Compliant* |