Department of Children & Youth

Licensing Inspection Full Report

Program Details		
Program Type: Pre School	Program Name: West Holmes- Millersburg	Program Number: 1250032581
Address: 430 E Jackson St Millersburg OH 44654		County: HOLMES
Organization Name: East Central Ohio ESC	Org IRN: 050260	Site IRN: 022154

Inspection Information		
Inspection Type Quality Monitoring	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 01/07/2026	Begin Time: 9:10 AM	End Time: 10:30 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		
Number of Rules Verified: 1	Number of Rules with Non-Compliances: 1	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 1	Low Risk Non-Compliances: 0

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: **01 Ratio & Supervision**

Rule: 5180-37:05 Ratio maintained at all times

Code: This rule requires that child staff ratios are maintained at all times in accordance with rule?3301-37-04?of the Administrative Code..

Findings: During the inspection, it was observed that child staff ratios are not maintained at all times.

Corrective Action Plan Due: 02/06/2026

Low Risk Non-Compliances

No Low Risk Non-Compliances were observed during this inspection

Rules in Compliance/Not Verified	
Rule: 5180-37:03 Written curriculum adopted and aligned	*Not Verified*
Rule: 5180-37:03 Developmental progress and parent teacher conferences	*Not Verified*
Rule: 5180-37:02 Program amendment submitted	*Not Verified*
Rule: 5180-37:02 Parent handbook	*Not Verified*
Rule: 5180-37:03 Written philosophy and goals	*Not Verified*
Rule: 5180-32:11 Substantiated finding of abuse or neglect	*Not Verified*
Rule: 5180-37:02 Medication was dispensed to the wrong child or the wrong dosage was administered	*Not Verified*

Rule: 5180-37:02 Child is left unattended on a field trip or in a vehicle	*Not Verified*
Rule: 5180-37:02 Written compliance report posted	*Not Verified*
Rule: 5180-37:02 Program failed to report suspected abuse, neglect, or endangerment	*Not Verified*
Rule: 5180-37:02 Employee refused to be fingerprinted and remains employed or person remains employed when not eligible for employment	*Not Verified*
Rule: 5180-37:02 Swimming activity supervision/ratio/location violation	*Not Verified*
Rule: 5180-37:02 Serious risk incident/injury reporting	*Not Verified*
Rule: 5180-37:02 A child was left unattended inside or outside the facility	*Not Verified*
Rule: 5180-37-02 Falsified information was submitted to the department	*Not Verified*
Rule: 5180-37:02 Children are not protected from harm resulting in a serious incident or injury	*Not Verified*
Rule: 5180-37:02 Program used a prohibited disciplinary technique	*Not Verified*
Rule: 5180-37:02 The department was denied access to conduct a compliance review	*Not Verified*
Rule: 5180-37:02 Weapons or ammunition are on the premises without prior approval	*Not Verified*
Rule: 5180-37:02 Preschool information reported in Education Management Information System	*Not Verified*
Rule: 5180-37:02 Substantiated public children's services agency finding of abuse or neglect	*Not Verified*
Rule: 5180-37:04 Lead teacher assigned	*Not Verified*
Rule: 5180-37:02 Preschool application submission	*Not Verified*

Rule: 5180-37:02 OCLQS not maintained	*Not Verified*
Rule: 5180-37:03 Daily Schedule	*Not Verified*
Rule: 5180-37:03 Nap/Rest-Time Requirements	*Not Verified*
Rule: 5180-37:04 Staff Non-Discrimination	*Not Verified*
Rule: 5180-37:04 Director onsite fifty percent of operating hours	*Not Verified*
Rule: 5180-37:04 Program operation	*Not Verified*
Rule: 5180-37:04 Staff supervision	*Not Verified*
Rule: 5180-37:04 Director qualifications	*Not Verified*
Rule: 5180-37:04 Director responsibilities	*Not Verified*
Rule: 5180-37:04 Individuals used in ratio	*Not Verified*
Rule: 5180-37:04 Administrator rules training	*Not Verified*
Rule: 5180-37:04 Public preschool general education teacher requirements	*Not Verified*
Rule: 5180-37:04 Special education teacher requirements	*Not Verified*
Rule: 5180-37:04 Nontax nonpublic preschool teacher requirements	*Not Verified*
Rule: 5180-37:04 Orientation training	*Not Verified*
Rule: 5180-37:04 Staff minimum requirements	*Not Verified*
Rule: 5180-37:04 Staff with required health and safety trainings	*Not Verified*
Rule: 5180-37:04 Non-guilty non-conviction statement	*Not Verified*
Rule: 5180-37:04 Required background checks	*Not Verified*

Rule: 5180-37:04 Staff Medical statement	*Not Verified*
Rule: 5180-37:04 Annual in-service requirements	*Not Verified*
Rule: 5180-37:04 Substitute requirements	*Not Verified*
Rule: 5180-37:04 Background check updates	*Not Verified*
Rule: 5180-37:04 Montessori maximum group size	*Not Verified*
Rule: 5180-37:04 Preschool/school age mixed group	*Not Verified*
Rule: 5180-37:04 Substitute providing IEP services	*Not Verified*
Rule: 5180-37:04 Second adult requirements	*Not Verified*
Rule: 5180-37:04 Ratio and Group size: Special education classroom	*Not Verified*
Rule: 5180-37:04 Ratio and Group size: General education or co-taught classroom	*Not Verified*
Rule: 5180-37:04 Licensed staff in-service requirement	*Not Verified*
Rule: 5180-37:04 Mixed age group size	*Not Verified*
Rule: 5180-37:04 Approved trainer requirements	*Not Verified*
Rule: 5180-37:04 Staff/child ratio maintained at all times	*Not Verified*
Rule: 5180-37:04 Nap/rest time ratio requirements	*Not Verified*
Rule: 5180-37:04 Intervention specialist caseload	*Not Verified*
Rule: 5180-37:04 Ratio and Group size: Integrated classroom	*Not Verified*
Rule: 5180-37:04 Preschool special education law requirements	*Not Verified*
Rule: 5180-37:04 Part-time staff in-service requirement	*Not Verified*

Rule: 5180-37:05 Outdoor play space	*Not Verified*
Rule: 5180-37:05 Safe play space available	*Not Verified*
Rule: 5180-37:05 Phone available	*Not Verified*
Rule: 5180-37:05 Lifeguard or certified safety instructor	*Not Verified*
Rule: 5180-37:05 Annual fire inspection	*Not Verified*
Rule: 5180-37:05 Crib separated from play space	*Not Verified*
Rule: 5180-37:05 Room divided by barrier	*Not Verified*
Rule: 5180-37:05 Center cleaning and sanitizing	*Not Verified*
Rule: 5180-37:05 Play space free of hazards	*Not Verified*
Rule: 5180-37:05 Infant and toddler space	*Not Verified*
Rule: 5180-37:05 Public access areas	*Not Verified*
Rule: 5180-37:06 Safe handling, storage, and disposal of bio-contaminants	*Not Verified*
Rule: 5180-37:06 Cleaning and sanitizing supplies	*Not Verified*
Rule: 5180-37:05 Children supervised during travel times	*Not Verified*
Rule: 5180-37:05 Electrical outlets	*Not Verified*
Rule: 5180-37:05 Smoking prohibited	*Not Verified*
Rule: 5180-37:06 Cot or Mat requirements	*Not Verified*
Rule: 5180-37:05 Infant and non-ambulatory child approved rooms	*Not Verified*
Rule: 5180-37:05 Square footage and maximum capacity	*Not Verified*

Rule: 5180-37:05 Swimming and wading pools	*Not Verified*
Rule: 5180-37:05 Exclusive use of preschool space	*Not Verified*
Rule: 5180-37:05 Indoor space minimum requirements	*Not Verified*
Rule: 5180-37:06 Space heaters	*Not Verified*
Rule: 5180-37:06 Materials selected independently	*Not Verified*
Rule: 5180-37:06 Adequate first-aid supplies	*Not Verified*
Rule: 5180-37:06 Electrical fans	*Not Verified*
Rule: 5180-37:06 Safe and sanitary equipment and materials	*Not Verified*
Rule: 5180-37:06 Potty chair requirements	*Not Verified*
Rule: 5180-37:06 Protective Mats	*Not Verified*
Rule: 5108-37:06 Furniture and equipment	*Not Verified*
Rule: 5180-37:06 Crib safety standards	*Not Verified*
Rule: 5108-37:06 Crib mattress protection	*Not Verified*
Rule: 5180-37:06 Crib mattress space	*Not Verified*
Rule: 5180-37:06 Crib or cot assignment	*Not Verified*
Rule: 5180-37:06 Infant crib requirements	*Not Verified*
Rule: 5180-37:06 Crib Spacing	*Not Verified*
Rule: 5180-37:06 Infant sleeping placement	*Not Verified*
Rule: 5180-37:07 Governing body written policies	*Not Verified*

Rule: 5180-37:07 Program policies and procedures	*Not Verified*
Rule: 5180-37:07 Appropriate policies for children	*Not Verified*
Rule: 5180-37:07 Staff policies	*Not Verified*
Rule: 5180-37:07 Organized school health services	*Not Verified*
Rule: 5180-37:07 Policies address children's cumulative records	*Not Verified*
Rule: 5180-37:07 Admission procedures	*Not Verified*
Rule: 5180-37:07 Developmentally appropriate program planning	*Not Verified*
Rule: 5180-37:07 Health and safety procedures	*Not Verified*
Rule: 5180-37:07 Parent Roster permission	*Not Verified*
Rule: 5180-37:07 Emergency procedure postings and records	*Not Verified*
Rule: 5180-37:07 Parent Roster	*Not Verified*
Rule: 5180-37:07 Immunization records and emergency medical authorization requirements	*Not Verified*
Rule: 5180-37:07 Behavior management/discipline policy requirements	*Not Verified*
Rule: 5180-37:07 Communicable Disease Policy requirements	*Not Verified*
Rule: 5180-37:07 Transportation and field trip policies	*Not Verified*
Rule: 5180-37:07 Safe sleep placement	*Not Verified*
Rule: 5180-37:07 Unlimited parent access	*Not Verified*
Rule: 5180-37:07 Offsite swimming policy requirements	*Not Verified*

Rule: 5180-37:07 Safe sleep policy	*Not Verified*
Rule: 5180-37:07 Staff ratio during swimming and water play activities	*Not Verified*
Rule: 5180-37:07 Emergency numbers posting	*Not Verified*
Rule: 5180-37:07 Medical and dental emergency procedure posting	*Not Verified*
Rule: 5180-37:07 Swimming permission	*Not Verified*
Rule: 5180-37:04 Fluoride supplements	*Not Verified*
Rule: 5180-37:07 First-aid Facilities and Materials	*Not Verified*
Rule: 5180-37:07 Handwashing and disposable towels or air hand dryer available	*Not Verified*
Rule: 5180-37:07 Supervising grounds, play areas, and other facilities	*Not Verified*
Rule: 5180-37:07 Swimming policy	*Not Verified*
Rule: 5180-37:07 Written medication policy requirements	*Not Verified*
Rule: 5180-37:07 Written procedures for incident and injury reporting	*Not Verified*
Rule: 5180-37:07 Parent permission for topical products	*Not Verified*
Rule: 5180-37-08 List of allergies and treatment	*Not Verified*
Rule: 5180-37-08 Immunization records	*Not Verified*
Rule: 5180-37-08 List of prescription or nonprescription medications, food supplements, modified diets, or fluoride supplements	*Not Verified*
Rule: 5180-37-08 Daily attendance records	*Not Verified*
Rule: 5180-37-08 List of chronic physical problems and history of hospitalization	*Not Verified*

Rule: 5180-37-08 List of child diseases	*Not Verified*
Rule: 5180-37-08 Names and telephone numbers of physician and dentist	*Not Verified*
Rule: 5180-37-08 Family Educational Rights and Privacy Act	*Not Verified*
Rule: 5180-37-08 McKinney-Vento Homeless Assistance Act	*Not Verified*
Rule: 5180-37-08 Emergency medical and dental care transportation	*Not Verified*
Rule: 5180-37-08 Injury report	*Not Verified*
Rule: 5180-37-08 Cumulative record requirements	*Not Verified*
Rule: 5180-37-08 Child medical signed by licensed physician	*Not Verified*
Rule: 5180-37-08 Medication authorization	*Not Verified*
Rule: 5180-37:09 Snack service time	*Not Verified*
Rule: 5180-37:09 Food license	*Not Verified*
Rule: 5180-37:09 Infant food or formula requirements	*Not Verified*
Rule: 5180-37:09 Menus	*Not Verified*
Rule: 5180-37:09 Choice of two required food groups for snack	*Not Verified*
Rule: 5180-37:09 Modified diet accommodations	*Not Verified*
Rule: 5180-37:09 Nutritious snack choices provided to parents	*Not Verified*
Rule: 5180-37:09 Screen time during meal or snack time	*Not Verified*
Rule: 5180-37:09 Snack nutritional requirements	*Not Verified*
Rule: 5180-37:09 Snacks and meals to children attending four or more hours	*Not Verified*

Rule: 5180-37:10 Discipline restrictions	*Not Verified*
Rule: 5180-37:10 Staff receive discipline policy	*Not Verified*
Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation	*Not Verified*
Rule: 5180-37:10 Written discipline policy requirements	*Not Verified*
Rule: 5180-37:09 infant Feeding Requirements	*Not Verified*
Rule: 5180-37:09 Use of powdered milk	*Not Verified*
Rule: 5180-37:10 Discipline policy/ behavior management communication and written consent to parent	*Not Verified*
Rule: 5180-37:09 Policy regarding providing food when parent does not provide it	*Not Verified*
Rule: 5180-37:10 Staff responsibility for discipline	*Not Verified*
Rule: 5180-37:11 Communicable Disease Policy: Exposure to a communicable disease	*Not Verified*
Rule: 5180-37:10 Discipline policy ensures well being of individuals	*Not Verified*
Rule: 5180-37:10 Reporting abuse policy	*Not Verified*
Rule: 5180-37:11 Communicable Disease Policy: Parent notification of illness	*Not Verified*
Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge	*Not Verified*
Rule: 5180-37:12 Soiled diapers storage/laundering	*Not Verified*
Rule: 5180-37:11 Communicable Disease Policy: Ill child isolation requirements	*Not Verified*
Rule: 5180-37:11 Communicable disease chart posted	*Not Verified*

Rule: 5180-37:11 Communicable Disease Policy: Readmitting an ill child	*Not Verified*
Rule: 5180-37:11 Communicable Disease Policy: Mildly ill child	*Not Verified*
Rule: 5180-37:11 Communicable disease policy: Training staff	*Not Verified*
Rule: 5180-37:11 Children observed for communicable disease upon	*Not Verified*
Rule: 5180-37:12 Diapering requirements	*Not Verified*
Rule: 5180-37:12 Diaper storage	*Not Verified*
Rule: 5180-37:08 Child medical statement	*Not Verified*