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 1st Choice Child Care	Program Number 2190020063	Program Type Child Care Center
Address 4303 Cleveland Ave Columbus OH 43224		County FRANKLIN

Inspection Information			
Inspection Type Annual	Inspection Scope Full	Inspection Method On-site Inspection	Inspection Notice Unannounced
Inspection Date 08/25/2026	Begin Time 9:30 AM	End Time 1:30 PM	Reviewer: Rebecca Worrell
Inspection Date 08/31/2026	Begin Time 5:00 PM	End Time 5:15 PM	Reviewer: Rebecca Worrell

Summary of Findings			
No. Requirements Verified 67	No. Requirements with Non-compliances 18		No. Requirements Compliant 43
No. Serious Risk 0	No. Moderate Risk Findings 1	No. Other Non-compliance Findings 24	No. Technical Assistance Provided 4

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)		5	0	5
Young Toddler		2	0	2
Total Under 2 ½ Years	20	7	0	7
Older Toddler		3	0	3
Preschool		7	0	7
School Age		0	15	15
Total Capacity/Enrollment	33	10	15	32

Staff-Child Ratios at the Time of Inspection				
Group	**Age Group/Range**	**Ratio Observed**	**Compliance**	**Comment**
Infant		0 to 0		zero infant at arrival 9:40
Infant	0 to < 12 months	1 to 1	In Compliance	ration at 12:45
Infant		0 to 0		Day 2: no infants in attendance at 5:00
Toddler & Preschool	3 years to < 4 years	1 to 1	In Compliance	Ratio at arrival 9:40
Toddler & Preschool	18 months to < 30 months	2 to 6	In Compliance	Ratio at nap 12:45
Toddler & Preschool	3 years to < 4 years	2 to 1	In Compliance	Day 2: ratio at 5:00
School Age		0 to 0		zero school agers at arrival 9:40
School Age	School-Age to < 11 years	1 to 3	In Compliance	Day 2: 3 SA children arrived 5:05

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.

Domain: **00 License & Approvals**

Rule: 5180:2-12-04 Fire Inspection

Requirement: The program is required to have all spaces used for child care inspected by the fire department or the state fire marshal's office prior to serving children. The program is required to obtain a fire inspection without any uncorrected violations within 12 months from the date of the last fire inspection. If violations are noted during the inspection, the program is required to have all violations corrected and have the program re-inspected to obtain a completed fire form.

Finding: During the inspection, it was determined the program did not meet the requirements for fire inspection.

The following was observed: The program did not have documentation on file for a fire inspection without any uncorrected violations within 12 months from the date of the last fire inspection.

Submit the program's corrective action plan, which includes an updated fire inspection without any uncorrected violations, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2026

Other Non-Compliances

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

Domain: **00 License & Approvals**

Rule: 5180:2-12-03 Inspection Requirements

Requirement: The program is required to respond to noncompliances by the date noted in the inspection report.

Finding: During the inspection, it was determined the program had not responded to the non-compliances addressed in the inspection report dated 7/17/25. The rule requires the program to complete and submit a corrective action plan in the Ohio statewide licensing system to address non-compliances detailed in written inspection reports within the timeframe outlined in the report.

Submit the program's corrective action plan, which includes a statement that current and future corrective action plans will be submitted timely, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2026

Domain: **01 Ratio & Supervision**

Rule: 5180:2-12-18 Attendance Records

Requirement: The program is required to have a method for tracking the children in each group. The tracking method must be updated throughout the day and kept with the group at all times.

Finding: During the inspection, it was determined that the method for tracking children in each group did not meet the requirements of the rule.

The following was observed: There was no method in place. Teacher took a child to the empty SA room without a tracking method. Teacher took PS children to SA room at nap without a tracking method.

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

Corrective Action Plan Due: 10/01/2026

Domain: **01 Ratio & Supervision**

Rule: 5180:2-12-18 Attendance Records

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 center 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: Children were not consistently signed in and out for the day. Muhammeed T and Musa T not signed out for 8/24/26.

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

Corrective Action Plan Due: 10/01/2026

Domain: **02 Safe & Sanitary Environment**

Rule: 5180:2-12-12 Safe Environment

Requirement: The program is required to provide an environment that protects the children in care from any items and conditions that may threaten their health, safety, and well-being.

Finding: During the inspection, it was determined that children were not protected from item(s) or condition(s) which may threaten their health, safety, or well-being.

The following was observed: Smoke detector needing batteries replaced. Surge protectors/outlets did not have childproof receptacle covers (missing in Infant & Toddler/PS rooms). Methods of ventilation used did not provide protection from rodents, insects, or other hazards. Ants found in Infant room and gnats located in Infant refrigerator).

Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2026

Domain: **02 Safe & Sanitary Environment**

Rule: 5180:2-12-13 Sanitary Equipment and Environment

Requirement: The program is required to follow the cleaning schedule for equipment.

Finding: During the inspection, it was determined that the environment, furniture, materials, and/or equipment were not kept in a sanitary condition at all times.

The following was observed: The center was not cleaned daily. Toy shelves dirty in Infant room: visibly dirty plastic toys in Infant, Toddler/PS and SA rooms: stuffed animals visibly dirty.

The center shall be cleaned daily. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2026

Domain: **02 Safe & Sanitary Environment**

Rule: 5180:2-12-12 Safe Equipment

Requirement: The program is required to use equipment, that is safe and hazard free, according to the manufacturer's guidelines. Fans, air conditioners, heat pumps, and space heaters must be inaccessible to children. The program is

required to refrain from using trampolines, ball pits and inflatable equipment intended for climbing and bouncing, including but not limited to slides and bounce houses.

Finding: During the inspection, equipment was determined to be unsafe, hazardous to children, or in need of repair.

The following was observed: The equipment had sharp points or corners. Broken toys in Infant, Toddler/Preschool and School Age classrooms. Broken toy bins in Infant classroom. Shelves on tall standing bookshelf broken in School Age classroom. Cart used for serving food had a broken wheel and leaned at unsafe angle.

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

Corrective Action Plan Due: 10/01/2026

Domain: **02 Safe & Sanitary Environment**

Rule: 5180:2-12-13 Handwashing Requirements

Requirement: The program is required to have all staff and children wash their hands as outlined in rule.

Finding: During the inspection, it was determined that handwashing requirements were not followed as required in rule.

The following was observed: At least one staff did not wash their hands upon entry into a classroom. At least one staff/child did not wash their hands upon arrival for the day. At least one child did not wash their hands before eating or assisting with food preparation.

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

Corrective Action Plan Due: 10/01/2026

Domain: **03 Postings & Equipment**

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

Requirement: The program is required to have enough equipment for all children in care.

Finding: During the inspection, it was determined that equipment and materials in all categories were not provided in sufficient quantities for children in the Infant, Toddler/Preschool and School Age classrooms, as required:

Insufficient Quantities: Art supplies (excludes infants) • Manipulative materials and equipment • Blocks • Science-nature equipment (excludes infants) • Language arts and auditory materials and equipment • Pretend or dramatic

play materials • Music equipment • Transportation materials and equipment • Gross motor equipment • Sensory motor equipment • School age children were not provided sufficient equipment and materials in at least five of the first nine categories above.

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

Corrective Action Plan Due: 10/01/2026

Domain: **03 Postings & Equipment**

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

Requirement: The program is required to provide equipment appropriate for the children in the program in sufficient quantities that all children can be actively involved. Play materials must be accessible to the children and arranged in an orderly manner.

Finding: During the inspection, it was determined that equipment, materials and furnishings provided for indoor and outdoor play did not meet the requirement of the rule.

The following was observed: Play materials were not arranged in an orderly manner so that children have opportunities to select, remove and replace play materials with minimal assistance during the day in all classrooms. Equipment and materials were not varied and adequate to meet the developmental needs of the children (Toddler/Preschool room). Equipment and materials were not provided in a sufficient quantity that each child can be actively involved in an activity all classrooms.

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

Corrective Action Plan Due: 10/01/2026

Domain: **05 Health & Safety**

Rule: 5180:2-12-16 Emergency Drills

Requirement: 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.

The following was observed as not being complete: Missing July fire drill and July monthly weather emergency drill.

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

Corrective Action Plan Due: 10/01/2026

Domain: **05 Health & Safety**

Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements

Requirement: The program is required to post the current weekly 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: Current menu not posted. Menu posted was for the month of July.

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

Corrective Action Plan Due: 10/01/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-12-23 Infant Bottle and Food Preparation

Requirement: The program staff is required to label bottles containing formula or breast milk.

Finding: During the inspection, it was determined that bottles containing formula for a particular infant were not labeled with the child's name and date of preparation. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-12-23 Infant Bottle and Food Preparation

Requirement: The program is required to obtain written instructions from parents regarding feeding their infant.

Finding: During the inspection, it was determined that written instructions for feeding the infants noted on the Children Record Review were missing information.

The following was observed: Written instructions were not 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: 10/01/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-07 Administrator Responsibilities/Requirements

Requirement: The program is required to have a designated child care staff member, who is at least 18 years of age, in charge if the administrator is absent.

Finding: During the inspection, it was determined the program did not meet the requirement for a designee during the administrator's absence.

The following was observed: A child care staff member had not been designated as the person in charge.

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

Corrective Action Plan Due: 10/01/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-07 Administrator Responsibilities/Requirements

Requirement: The program is required to retain documentation for each employee who has left the program in the past three years.

Finding: During the inspection, it was determined that employment records were not maintained on file at the program for the current employees as well as for past employees who had left the program's employment in the past three years.

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

Corrective Action Plan Due: 10/01/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-07 Administrator Responsibilities/Requirements

Requirement: The program is required to maintain a staff schedule with coverage of the required health trainings.

Finding: In review of the staff records, it was determined the program did not have at least one child care staff member present/scheduled to be present during all hours of operation with currently valid documentation for health and safety trainings.

The following was observed: First Aid and CPR – child care staff members scheduled during the hours of 7:00 am and 11:00 am had expired training M-F; M-F 4:00 pm and 7:00 pm. Communicable Disease – trained child care staff

member was not present in building during hours of operation on Monday, M-F from 7:00 am to 8:00 and M 4:00 pm to 7:00 pm. Child Abuse – child care staff members not present in building during hours of operation on M-F from 7:00 am to 8:00 am and M 4:00-7:00 pm and T-F 4:00 pm-7:00 pm.

Refer to the Employee Record Chart for specific details. Submit the program's corrective action plan, which includes verification of complete coverage for any training listed, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-07 Administrator Qualifications

Requirement: The program administrator is required to complete the rules course reivew within the defined time period.

Finding: During the inspection, it was determined that the administrator had not completed the required rules review or refresher course provided by this Department for program administrators within the time period defined in this rule.

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

Corrective Action Plan Due: 10/01/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-07 Administrator Responsibilities/Requirements

Requirement: The program is required to maintain documentation onsite at the program for each employee.

Finding: During the inspection, it was determined that required staff record documentation was not on file at the program, and was not verified in the OPR, for the employee(s) listed on the Employee Record Chart.

The following was observed: The information had been verified at the previous inspection. No files on site for 3 staff members listed on the ERC.

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

Corrective Action Plan Due: 10/01/2026

Domain: **08 Staff Files**

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

Requirement: 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.

The following was observed: The child abuse and neglect recognition and prevention training was expired. The first aid training was expired. 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: 10/01/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-07 Administrator Responsibilities/Requirements

Requirement: The program administrator is required to maintain current employee records in the Ohio Professional Registry.

Finding: During the inspection, it was determined employment records in the Ohio Professional Registry (OPR) were not created or maintained.

The following was observed: At least one administrator, employee or child care staff member had not updated changes to positions or roles within ten calendar days of the change. At least one individual's schedule was not current. At least one individual's position or role did not include an applicable group assignment.

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

Corrective Action Plan Due: 10/01/2026

Domain: **09 Children's Files**

Rule: 5180:2-12-15 Child Record Requirements

Requirement: The program is required to retain emergency transportation records accessible at the program.

Finding: During the inspection, it was determined that current copies of the [DCY01234 or equivalent form/health care plan] were not easily and quickly accessible to be removed from the program if there is an emergency that requires the children to be moved to another location. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2026

Domain: **09 Children's Files**

Rule: 5180:2-12-15 Child Immunization Records

Requirement: The program is required to have complete child immunization records on file.

Finding: In review of 25% of the children's records, it was determined that complete child immunization records were not on file, as required, for children listed on the DCY Children's Record Review for Child Care.

The following was observed: Immunization record(s) were not on file at the center within thirty days of the child's first day of attendance. Immunization record(s) were not updated no more than every thirteen months. Exemption documentation was not on file as required per rule

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

Corrective Action Plan Due: 10/01/2026

Domain: **09 Children's Files**

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

Requirement: The program is required to have a completed and updated DCY 01234 "Child Enrollment and Health Information For Child Care" or equivalent form on file for each child enrolled.

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 DCY 01234 “Child Enrollment Form for Early Care and Education Programs” or equivalent form as required.

The following was observed as missing: No enrollment form was completed for at least one child. Enrollment form for at least one child was not updated by either the parent or the administrator. Enrollment form for at least one child was not signed by the administrator. Emergency transportation information. Acknowledgement of Policies and Procedures.

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

Corrective Action Plan Due: 10/01/2026

Domain: **10 Written Policies & Procedures**

Rule: 5180:2-12-16 Emergency Preparedness and Response Plan

Requirement: The program is required to have an emergency preparedness and response plan (EPRP).

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

The following was observed as missing: Please use DCY 01114: it contains all required items for the EPRP. Document submitted was missing some items and contained information not matching the programs name, location or evacuation location.

Make the necessary revisions to the EPRP. Submit the program's corrective action plan, which includes the revised information, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2026

Domain: **00 License & Approvals**

Rule: 5180:2-12-04 Fire Inspection

Requirement:The program is required to have all spaces used for child care inspected by the fire department or the state fire marshal's office prior to serving children. The program is required to obtain a fire inspection without any uncorrected violations within 12 months from the date of the last fire inspection. If violations are noted during the inspection, the program is required to have all violations corrected and have the program re-inspected to obtain a completed fire form.

Findings:During the inspection, it was determined the program did not meet the requirements for fire inspection.

The following was observed: The program did not have documentation on file for a fire inspection without any uncorrected violations within 12 months from the date of the last fire inspection.

Submit the program's corrective action plan, which includes an updated fire inspection without any uncorrected violations, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **01 Ratio & Supervision**
Rule: 5180:2-12-18 Attendance Records
Requirement:The program is required to have a method for tracking the children in each group. The tracking method must be updated throughout the day and kept with the group at all times.
Findings:During the inspection, it was determined that the method for tracking children in each group did not meet the requirements of the rule.
The following was observed: There was no method in place. Teacher took a child to the empty SA room without a tracking method. Teacher took PS children to SA room at nap without a tracking method.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **01 Ratio & Supervision**
Rule: 5180:2-12-18 Attendance Records
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 center for a period of one year.
Findings:During the inspection, it was determined the program did not meet the requirements for keeping an attendance record.
The following was observed: Children were not consistently signed in and out for the day. Muhammeed T and Musa T not signed out for 8/24/26.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **02 Safe & Sanitary Environment**
Rule: 5180:2-12-13 Handwashing Requirements
Requirement:The program is required to have all staff and children wash their hands as outlined in rule.
Findings:During the inspection, it was determined that handwashing requirements were not followed as required in rule.

The following was observed: At least one staff did not wash their hands upon entry into a classroom. At least one staff/child did not wash their hands upon arrival for the day. At least one child did not wash their hands before eating or assisting with food preparation.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **02 Safe & Sanitary Environment**
Rule: 5180:2-12-12 Safe Equipment
Requirement:The program is required to use equipment, that is safe and hazard free, according to the manufacturer's guidelines. Fans, air conditioners, heat pumps, and space heaters must be inaccessible to children. The program is required to refrain from using trampolines, ball pits and inflatable equipment intended for climbing and bouncing, including but not limited to slides and bounce houses.
Findings:During the inspection, equipment was determined to be unsafe, hazardous to children, or in need of repair.
The following was observed: The equipment had sharp points or corners. Broken toys in Infant, Toddler/Preschool and School Age classrooms. Broken toy bins in Infant classroom. Shelves on tall standing bookshelf broken in School Age classroom. Cart used for serving food had a broken wheel and leaned at unsafe angle.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **02 Safe & Sanitary Environment**
Rule: 5180:2-12-12 Safe Environment
Requirement:The program is required to provide an environment that protects the children in care from any items and conditions that may threaten their health, safety, and well-being.
Findings:During the inspection, it was determined that children were not protected from item(s) or condition(s) which may threaten their health, safety, or well-being.

The following was observed: Smoke detector needing batteries replaced. Surge protectors/outlets did not have childproof receptacle covers (missing in Infant & Toddler/PS rooms). Methods of ventilation used did not provide protection from rodents, insects, or other hazards. Ants found in Infant room and gnats located in Infant refrigerator).

Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **02 Safe & Sanitary Environment**
Rule: 5180:2-12-13 Sanitary Equipment and Environment
Requirement:The program is required to follow the cleaning schedule for equipment.
Findings:During the inspection, it was determined that the environment, furniture, materials, and/or equipment were not kept in a sanitary condition at all times.

The following was observed: The center was not cleaned daily. Toy shelves dirty in Infant room: visibly dirty plastic toys in Infant, Toddler/PS and SA rooms: stuffed animals visibly dirty.

The center shall be cleaned daily. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **03 Postings & Equipment**
Rule: 5180:2-12-17 Materials and Equipment
Requirement:The program is required to have enough equipment for all children in care.
Findings:During the inspection, it was determined that equipment and materials in all categories were not provided in sufficient quantities for children in the Infant, Toddler/Preschool and School Age classrooms, as required:

Insufficient Quantities: Art supplies (excludes infants) • Manipulative materials and equipment • Blocks • Science-nature equipment (excludes infants) • Language arts and auditory materials and equipment • Pretend or dramatic play materials • Music equipment • Transportation materials and equipment • Gross motor equipment • Sensory motor equipment • School age children were not provided sufficient equipment and materials in at least five of the first nine categories above.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of the rule.
Corrective Action Plan Due: 10/01/2026

Domain: **03 Postings & Equipment**
Rule: 5180:2-12-17 Materials and Equipment
Requirement:The program is required to provide equipment appropriate for the children in the program in sufficient quantities that all children can be actively involved. Play materials must be accessible to the children and arranged in an orderly manner.
Findings:During the inspection, it was determined that equipment, materials and furnishings provided for indoor and outdoor play did not meet the requirement of the rule.
The following was observed: Play materials were not arranged in an orderly manner so that children have opportunities to select, remove and replace play materials with minimal assistance during the day in all classrooms. Equipment and materials were not varied and adequate to meet the developmental needs of the children (Toddler/Preschool room). Equipment and materials were not provided in a sufficient quantity that each child can be actively involved in an activity all classrooms.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of the rule.
Corrective Action Plan Due: 10/01/2026

Domain: **05 Health & Safety**
Rule: 5180:2-12-16 Emergency Drills
Requirement:The program is required to complete fire drills, weather drills, and emergency/lockdown drills appropriately.
Findings:During the inspection, it was determined that the required drills were not completed.
The following was observed as not being complete: Missing July fire drill and July monthly weather emergency drill.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **05 Health & Safety**
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements
Requirement:The program is required to post the current weekly menu in a noticeable location that is accessible to parents and note any substitutions at the time of the change.
Findings:During the inspection, it was determined that the program's weekly menu did not meet the requirement .
The following was observed: Current menu not posted. Menu posted was for the month of July.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-12-23 Infant Bottle and Food Preparation
Requirement:The program is required to obtain written instructions from parents regarding feeding their infant.
Findings:During the inspection, it was determined that written instructions for feeding the infants noted on the Children Record Review were missing information.
The following was observed: Written instructions were not 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: 10/01/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-12-23 Infant Bottle and Food Preparation
Requirement:The program staff is required to label bottles containing formula or breast milk.
Findings:During the inspection, it was determined that bottles containing formula for a particular infant were not labeled with the child's name and date of preparation. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-07 Administrator Responsibilities/Requirements
Requirement:The program is required to maintain documentation onsite at the program for each employee.
Findings:During the inspection, it was determined that required staff record documentation was not on file at the program, and was not verified in the OPR, for the employee(s) listed on the Employee Record Chart.
The following was observed: The information had been verified at the previous inspection. No files on site for 3 staff members listed on the ERC.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-07 Administrator Responsibilities/Requirements
Requirement:The program is required to retain documentation for each employee who has left the program in the past three years.
Findings:During the inspection, it was determined that employment records were not maintained on file at the program for the current employees as well as for past employees who had left the program's employment in the past three years.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-07 Administrator Responsibilities/Requirements
Requirement:The program is required to maintain a staff schedule with coverage of the required health trainings.
Findings:In review of the staff records, it was determined the program did not have at least one child care staff member present/scheduled to be present during all hours of operation with currently valid documentation for health and safety trainings.

The following was observed: First Aid and CPR – child care staff members scheduled during the hours of 7:00 am and 11:00 am had expired training M-F; M-F 4:00 pm and 7:00 pm. Communicable Disease – trained child care staff member was not present in building during hours of operation on Monday, M-F from 7:00 am to 8:00 and M 4:00 pm to 7:00 pm. Child Abuse – child care staff members not present in building during hours of operation on M-F from 7:00 am to 8:00 am and M 4:00-7:00 pm and T-F 4:00 pm-7:00 pm.

Refer to the Employee Record Chart for specific details. Submit the program's corrective action plan, which includes verification of complete coverage for any training listed, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-07 Administrator Qualifications
Requirement:The program administrator is required to complete the rules course reivew within the defined time period.
Findings:During the inspection, it was determined that the administrator had not completed the required rules review or refresher course provided by this Department for program administrators within the time period defined in this rule.
Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/01/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-07 Administrator Responsibilities/Requirements
Requirement:The program is required to have a designated child care staff member, who is at least 18 years of age, in charge if the administrator is absent.
Findings:During the inspection, it was determined the program did not meet the requirement for a designee during the administrator's absence.
The following was observed: A child care staff member had not been designated as the person in charge.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-07 Administrator Responsibilities/Requirements
Requirement:The program administrator is required to maintain current employee records in the Ohio Professional Registry.
Findings:During the inspection, it was determined employment records in the Ohio Professional Registry (OPR) were not created or maintained.

The following was observed: At least one administrator, employee or child care staff member had not updated changes to positions or roles within ten calendar days of the change. At least one individual's schedule was not current. At least one individual's position or role did not include an applicable group assignment.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-10 Health Training Requirements
Requirement: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.
Findings: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.

The following was observed: The child abuse and neglect recognition and prevention training was expired. The first aid training was expired. 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: 10/01/2026

Domain: **09 Children's Files**
Rule: 5180:2-12-15 Child Immunization Records
Requirement:The program is required to have complete child immunization records on file.
Findings:In review of 25% of the children's records, it was determined that complete child immunization records were not on file, as required, for children listed on the DCY Children's Record Review for Child Care.

The following was observed: Immunization record(s) were not on file at the center within thirty days of the child's first day of attendance. Immunization record(s) were not updated no more than every thirteen months. Exemption documentation was not on file as required per rule

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **09 Children's Files**
Rule: 5180:2-12-15 Child Record Requirements
Requirement:The program is required to retain emergency transportation records accessible at the program.
Findings:During the inspection, it was determined that current copies of the [DCY01234 or equivalent form/health care plan] were not easily and quickly accessible to be removed from the program if there is an emergency that requires the children to be moved to another location. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **09 Children's Files**
Rule: 5180:2-12-15 Child Enrollment Records
Requirement:The program is required to have a completed and updated DCY 01234 "Child Enrollment and Health Information For Child Care" or equivalent form on file for each child enrolled.
Findings:In review of 25% of the children's records, it was determined that information had not been secured from the parent/guardian on the DCY 01234 "Child Enrollment Form for Early Care and Education Programs" or equivalent form as required.

The following was observed as missing: No enrollment form was completed for at least one child. Enrollment form for at least one child was not updated by either the parent or the administrator. Enrollment form for at least one child was not signed by the administrator. Emergency transportation information. Acknowledgement of Policies and Procedures.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

Domain: **10 Written Policies & Procedures**

Rule: 5180:2-12-16 Emergency Preparedness and Response Plan
Requirement:The program is required to have an emergency preparedness and response plan (EPRP).
Findings:During the inspection, it was determined the program's emergency preparedness and response plan (EPRP) did not meet the requirement or was missing the information.

The following was observed as missing: Please use DCY 01114: it contains all required items for the EPRP. Document submitted was missing some items and contained information not matching the programs name, location or evacuation location.

Make the necessary revisions to the EPRP. Submit the program's corrective action plan, which includes the revised information, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/01/2026

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.

Domain: 03 Postings & Equipment

Rule: 5180:2-12-16 Emergency Postings

Requirement: The program is required to post emergency phone numbers.

Findings: During the inspection, it was determined emergency numbers are not posted in all spaces used by children as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 03 Postings & Equipment

Rule: 5180:2-12-17 Daily Schedule

Requirement: The program is required to have the daily program schedule posted in all required areas.

Findings: During the inspection, it was determined the program did not have all daily schedules posted as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 08 Staff Files

Rule: 5180:2-12-08 Child Care Staff Member Educational Requirements

Requirement: The program staff is required to have educational verification on file at the program.

Findings: During the inspection, it was determined the employee's education document verifying completion of high school education is not complete or on file as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 10 Written Policies & Procedures

Rule: 5180:2-12-07 Written Program Policies and Procedures

Requirement: The program's policies and procedures are required to include all topics outlined in rule.

Findings: During the inspection, it was determined the program's policies and procedures handbook does not contain all items as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

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
5180:2-12-18 License Capacity	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-02 License Visible	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-04 Building Department Inspection	Compliant	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-04 Food Service Requirements	Compliant	Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: Audit # 42432 expires 3/1/27.
Rule: 5180:2-12-04 Food Service Requirements	Compliant	Documenting Statement: The off-site food processing establishment's current Ohio Department of Agriculture registration information was observed during the inspection.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-05 Denial, Revocation and Suspension	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable

5180:2-12-08 Orientation Training & Whistle Blower Protection	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-09 Background Check Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-10 Professional Development Requirements	Compliant	

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 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
5180:2-12-13 Smoke Free Environment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation and Field Trip Procedures	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation - Driver Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation - Vehicle Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-16 First Aid/Standard Precautions	Compliant	

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: 5180:2-12-15 Child Health Care Plans	Compliant	Documenting Statement: At the time of the inspection, there were no children currently enrolled who had health conditions.

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 Ratio	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-18 Group Size	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-19 Supervision	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-19 Child Guidance	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-21 Evening and Overnight Care	Compliant	

Rule	Status	Documenting Statement(s), If applicable

5180:2-12-22 Fluid Milk Requirements	Compliant

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 Infant Daily Care	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-22 Safe Food Handling/Storage	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-24 Swimming and Water Safety Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-21 Mobile Preschools	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-08 Staff Immunization Records	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-02 Current Information	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-02 Amendments to the License	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cots and Napping - Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-08 Staff TB Screening Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cots and Napping - Equipment and Environment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cribs - Safe Environment and Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cribs - Placement	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-22 Specialized Diets	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 Diapering and Toilet Training - Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 2026 Diapering and Toilet Training - Supplies	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-25 2026 Medication Administration Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-25 2026 Medication Documentation	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-25 2026 Medication Storage	Compliant	