Ohio Department of Children & Youth

Approved Child Day Camp Inspection Full Report

Approved child day camp programs are inspected at least once each year. Non-compliances are documented in the inspection report and may include documenting statements and supplemental information. Inspection reports can be viewed on the child care website at http://jfs.ohio.gov/CDC/childcare.stm. This includes complaint investigation reports with substantiated allegations. For any other child care records, please contact the Child Care Help Desk at 1-877-302-2347, option 4.

Program Details		
Program Name Eldon & Elsie Ward Family YMCA Day Camp	Program Number 2210024638	Program Type Day Camp
Address 130 Woodland Ave Columbus OH 43203		County FRANKLIN

Building Approval Date	Use Group/Code	Occupancy Limit
Fire Inspection Approval Date	Food Service Risk Level	

Inspection Information		
Inspection Type Annual	Inspection Scope Full	Inspection Notice Unannounced
Inspection Date 07/09/2024	Begin Time 9:00 AM	End Time 3:00 PM
Reviewer(s) Christa Casner		

Summary of Findings	
No. Rules Verified 47	No. Rules with Non-compliances 14

Ohio Administrative Code 5101: 2-18-04-03 details the process for submitting a request for a review if a program disagrees with an inspection finding.

Enrollment at the Time of Inspection			
Age Group	Enrollment		
	Full Time	Part Time	Total
Total Enrollment	35	0	35

Staff-Child Ratios at the Time of Inspection			
Group	**Age Group/Range**	**Ratio Observed**	**Comment**
10-12s	School-Age to < 11 years	1 to 7	
10-12s	School-Age to < 11 years	1 to 9	
7-9s	School-Age to < 11 years	1 to 12	
7-9s	School-Age to < 11 years	1 to 16	

5-6s	School-Age to < 11 years	1 to 6	
5-6s	School-Age to < 11 years	1 to 5	

Summary of Non-Compliances

Non-Compliances

Domain: 20 Administrator Requirements

Rule: 5101:2-18-05 Administrator Requirements
Code: Junior counselors are required to have an observation.

Findings: In the review of staff records, it was determined that junior counselor(s) did not have observations in that observations were not conducted.

Corrective Action Plan Due: 08/09/2024

Domain: 23 Medication

Rule: 5101:2-18-11 Medication and special health needs
Code: Approved child day camps must appropriate document the administration of medication.

Findings: "During the inspection it was determined that the approved child day camp did not appropriately document the administration of medication or application of a topical product in that the form did not include the item(s) in number(s) 1-7 below:
1. The child's name.
2. The child's date of birth.
3. The medication name.
4. The medication dosage.
5. The date the medication was administered.
6. The time the medication was administered.
7. The signature of the person administering the medication.
Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Domain: 23 Medication

Rule: 5101:2-18-11 Medication and special health needs

Ohio Department of Children & Youth

Code: A written medical care plan shall be used for children with a condition or diagnosis that requires specific care and/or intervention by child day camp staff.

Findings: During the inspection, it was determined that the written medical care plan was not created for a child requiring a care plan. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 08/09/2024

Domain: 23 Medication

Rule: 5101:2-18-11 Medication and special health needs
Code: A written medical care plan shall be used for children with a condition or diagnosis that requires specific care and/or intervention by child day camp staff.

Findings: "During the inspection, it was determined that the approved child day camp did not follow the process for a medical care plan in that the child day camp did not complete items in number(s) 1 below:
1. Ensure that there is a completed written medical care plan for each condition per child.
2. Implement and follow all requirements of each child's medical care plan.
3. Ensure that there is at least one day care staff member caring for the child at all times who has signed the medical care plan on the child's condition, including on-site at field trips.
4.Keep the medical care plan in a location that can be easily and quickly accessed at all times, including being removed from the approve child day camp if there is an emergency where the child needs to be moved to another location.
5. The written medical care plan shall be on file with the approved child day camp by the first day of attendance or upon confirmation of a health condition.
6. The written medical plan shall be on file with the approved child day camp by the first day of attendance or upon confirmation of a health condition.
7. If the approved child day camp suspects that a child has a health condition, the camp may require a physician's statement within a designated timeframe.
8. Only staff members trained on the child's needs and required procedure shall be permitted to perform medical procedures or other action needed for a health condition or special need.
Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Corrective Action Plan Due: 08/09/2024

Domain: 24 Policies and Procedures

Rule: 5101:2-18-10 Emergency, disaster, and health-related plans
Code: Child day camps must have an emergency and disaster plan.

Findings: "During the inspection, it was determined that the emergency and disaster plan did not include details for the number(s) 9 and 10 below.
1. Shelter in place or evacuation, how the approved child day camp will care for and account for the children until they can be reunited with the parent.
2. Assisting children with special needs and/or health conditions.
3. Reunification with parents including contact information, procedures for notifying and communicatings, and communication during loss of phone or internet services,
4. Emergency contact information for the parents and the approved child day camp.
5. Procedures for notifying and communicating with parents regarding the location of the children if evacuated.
6. Procedures for communicating with parents during loss of communication, including loss of phone service or internet availability.
7. The location of supplies and procedures for gathering necessary supplies for children if required to shelter in place.
8. What to do if a disaster occurs during the transport of children or when on a field trip or routine trip.
9. Training of staff or reassignment of staff duties as appropriate.
10. Updating the plan on a yearly basis.
11. Contact with local emergency management officials.
Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Corrective Action Plan Due: 08/09/2024

Domain: 24 Policies and Procedures

Rule: 5101:2-18-10 Emergency, disaster, and health-related plans
Code: Child day camps must have an emergency and disaster plan.

Findings: "During the inspection, it was determined that the emergency and disaster plan that includes the types of emergency or disaster situations identified below, was not made available to all staff, employees, and administrators on site.
1. Weather emergencies and natural disasters which include severe thunderstorms, tornadoes, flash flooding or earthquakes.
2. Emergency outdoor or indoor lockdown or evacuation due to threats of violence which includes active shooter, bioterrorism or terrorism.
3. Emergency or disaster evacuations due to hazardous materials and spills, gas leaks or bomb threats.
4. Outbreaks, epidemics or other infectious disease emergencies
5. Loss of power, water or heat.
6. Other threatening situations that may pose a health or safety hazard to the children at the day camp.
7. Conduct monthly fie and weather emergency drills;
8. Conduct emergency/lockdown drills at least once each year when the camp is open and serving children.
Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Corrective Action Plan Due: 08/09/2024

Domain: 26 Staff Requirements

Rule: 5101:2-18-07 Background Checks
Code: Child care staff members are required to have background checks.

Findings: "During the inspection, it was determined that background check requirements were not met in that the number(s) 3 below:
1. Owner did not have a JFS 1176 letter stating they were eligible for employement.
2. Adminsitrator did not have a JFS 1176 letter stating they were eligible for employement.
3. An employee did not have a JFS 1176 letter stating they were eligible for employement.
4. A child care staff member did not have a JFS 1176 letter stating they were eligible for employement.
5. Owner did not have an updated JFS 1176 letter stating they were eligible for employement.
6. Adminsitrator did not have an updated JFS 1176 letter stating they were eligible for employement.
7. An employee did not have an updated JFS 1176 letter stating they were eligible for employement.
8. A child care staff member did not have an updated JFS 1176 letter stating they were eligible for employment.
Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Corrective Action Plan Due: 08/09/2024

Domain: 26 Staff Requirements

Rule: 5101:2-18-06 Staff Requirements
Code: Employees are required to be at least 15 years of age and have a profile within the Ohio professional registry (OPR).

Findings: "During the inspection, it was determined that employee(s) did not meet the requirements in the number(s) 3 below:
1. Be at least fifteen years of age.
2. Did not have a profile in the OPR on the first day of employment.
3. Did not comply with the background check requirements pursuant to rule 5101:2-18-07 of the Administrative Code.
Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Corrective Action Plan Due: 08/09/2024

Ohio Department of Children & Youth

Domain: 26 Staff Requirements

Rule: 5101:2-18-06 Staff Requirements
Code: Child care staff members are required to complete the online pre-camp orientation.

Findings: "During the inspection, it was determined that orientation requirements were not met based on the requirements in number(s) 1, 2 below:
1. All child day camp staff members including administrators did not complete an online pre-camp orientation prescribed by ODJFS within thirty days of starting employment.
2. Completion of training was not documented with verification from the OPR.
3. A child day camp staff members had sole care of the children before the pre-camp orientation was completed.
4. A staff member(s) employed prior to the effective date of the rule did not complete training by July 1, 2018.
Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Corrective Action Plan Due: 08/09/2024

Domain: 26 Staff Requirements

Rule: 5101:2-18-08 Professional Development
Code:

Findings: Based upon the investigation, the alleged rule violation was that all administrator and/or lead counselors did not complete a minimum of five clock hours of professional development training each fiscal year in any of the categories approved by the American camp association (ACA) or similar camp accrediting body approved by ODJFS.

Domain: 26 Staff Requirements

Rule: 5101:2-18-08 Professional Development
Code: Child care staff members are required to have health and safety training.

Findings: "During the inspection, it was determined that the camp did not meet training requirements in the number(s) 1, 2 below:
1. Each child care staff member was not currently trained in first aid within thirty days of hire.
2. Each staff member was not currently trained in Cardiopulmonary resuscitation (CPR) appropriate for school-age children within thirty days of hire.
3. At least one staff member in each building or on grounds who can easily be contacted by any child or staff member during all hours of operation was not currently trained in management of communicable disease.

4. Each child care staff member was not current in the Ohio department of job and family services (ODJFS) one-hour child abuse overview. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Corrective Action Plan Due: 08/09/2024

Domain: 27 Supervision

Rule: 5101:2-18-09 Supervision & Ratio
Code: Approved child day camps must maintain attendance records for every child.

Findings: During the inspection, it was determined that children were not checked in upon arrival and out of the program when leaving. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Domain: 28 Transportation and Field Trips

Rule: 5101:2-18-12 Transportation and Field Trips
Code: Driver's that are used in ratio must meet requirements.

Findings: "During the inspection, it was determined that the requirements in number(s) 11 below were not met for a driver that was counted in staff/child ratio or are a child day camp staff member.
1. Was not at least eighteen years old.
2. On routine trips, be an employee or child day camp staff member with the exception of contracted transportation services.
5. Children were left alone in the vehicle.
7. Did not adhere to the state of Ohio's child restraint law found in section 4511.81 of the Revised Code when transporting children enrolled in the approved child day camp.
8. Allowed children under twelve years of age to ride in the front seat of any vehicle.
9. Was not trained utilizing the American camp association (ACA) training for drivers standards and the ACA accident procedures standards if the driver is an employee of the approved child day camp.
10. Training for transportation was not completed at least annually for all drivers and shall be documented and kept on file at the camp in the employee's or the child day camp staff member's file for review by ODJFS.
11. Administrator did not keep transportation contract on file for review.
Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Corrective Action Plan Due: 08/09/2024

Ohio Department of Children & Youth

Domain: 28 Transportation and Field Trips

Rule: 5101:2-18-12 Transportation and Field Trips
Code: Vehicles used for transporting children must be inspected.

Findings: "During the inspection, it was determined that vehicle inspection for the providers of transportation was not completed as required in that the number(s) 1, 2 below were not met.
1. Weekly inspections were not conducted and documented appropriately
2. Repairs or appropriate actions were not taken as required.
Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule."

Rules In-Compliance/Not Verified

Rule	Status	Documenting Statement(s), If applicable