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 Koontz Cares LLC	Program Number 2210024773	Program Type FCC - Type B Home
Address 2000 Eastview Ave Dayton OH 45405		County MONTGOMERY

Inspection Information			
Inspection Type Compliance	Inspection Scope Full	Inspection Method On-site Inspection	Inspection Notice Unannounced
Inspection Date 08/17/2026	Begin Time 11:50 AM	End Time 2:59 PM	Reviewer: Kenya Campbell

Summary of Findings			
No. Requirements Verified 78	No. Requirements with Non-compliances 18		No. Requirements Compliant 59
No. Serious Risk 0	No. Moderate Risk Findings 3	No. Other Non-compliance Findings 21	No. Technical Assistance Provided 0

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)		2	0	2
Young Toddler		2	0	2
Total Under 2 ½ Years		4	0	4
Older Toddler		3	0	3
Preschool		2	0	2
School Age		2	0	2
Total Capacity/Enrollment	7	7	0	11

Ohio Department of Children & Youth

Staff-Child Ratios at the Time of Inspection				
Group	**Age Group/Range**	**Ratio Observed**	**Compliance**	**Comment**
Miss Donneice's Group	Mixed Age Group	1 to 7	In Compliance	12:00 PM - 6 children were present at the beginning of the inspection; 1 infant arrived at 12:29 PM for a total of 7 children during the inspection.

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: 04 Indoor/Outdoor Space

Rule: 5180:2-13-11 Outdoor Space

Requirement: The program is required to have an outdoor play space free from immediate risk.

Finding: During the inspection, it was determined that an area was used that was not protected from traffic and other hazards by a continuous fence in good condition, or a natural barrier that ensured children were not able to leave the playground area. The fence or natural barrier was determined to present an immediate risk for a child to be able to leave the playground.

The following was observed: The fencing had missing slat boards through which children could leave the playground.

Discontinue use of the playground and provide a space for outdoor play which is well defined by a continuous fence or natural barrier and protected from other hazards. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/17/2026

Domain: **04 Indoor/Outdoor Space**

Rule: 5180:2-13-11 Fall Zone

Requirement: The program is required to have adequate shock-absorbing surface under and around playground equipment.

Finding: During the inspection, it was determined that the playground did not have adequate shock-absorbing surface under and around playground equipment.

Any equipment designed for climbing, swinging, bouncing, or sliding should not be placed over, or immediately next to, hard surfaces such as asphalt, concrete, dirt, grass, or flooring covered by carpet or gym mats not intended for use as as surfacing for climbing equipment. Submit the program's corrective action plan, which includes written verification of the discontinued use of this equipment until corrections are made along with a description of the shock-absorbing surface added, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/17/2026

Domain: **08 Staff Files**

Rule: 5180:2-13-09 Background Checks

Requirement: The program is required to have all staff request background checks as required and receive a DCY 01176 or preliminary approval from DCY prior to allowing an individual to engage in assigned duties or be near children.

Finding: In review of the staff records, it was determined that background checks did not meet the requirements of the rule for the person(s) listed on the Employee Record Chart.

The following was observed: Background checks were not updated every five years.

Submit the program's corrective action plan, which includes a copy of the DCY 01176, or a copy of the preliminary approval or a statement that the individual(s) are no longer engaged in assigned duties and are not near children until the preliminary approval has been received, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/17/2026

Other Non-Compliances

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

Domain: **00 License & Approvals**

Rule: 5180:2-13-02 Information in Ohio statewide licensing system

Requirement: The rule requires the program to keep their information current in the Ohio statewide licensing system.

Finding: During the inspection, it was determined that information was not up to date in the Ohio statewide licensing system.

The following information was not current: Days and hours of operation.

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

Corrective Action Plan Due: 09/17/2026

Domain: **00 License & Approvals**

Rule: 5180:2-13-03 Inspection Requirements

Requirement: The program is required to respond to all non-compliances by the date noted in the inspection report.

Finding: During the inspection, it was determined that the program had not responded to the non-compliances addressed in the inspection report dated 4/6/2026. 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: 09/17/2026

Domain: **01 Ratio & Supervision**

Rule: 5180:2-13-18 Attendance

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 program 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: The record did not include the child's weekly schedule.

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

Corrective Action Plan Due: 09/17/2026

Domain: **02 Safe & Sanitary Environment**

Rule: 5180:2-13-13 Clean environment and equipment

Requirement: The program is required to clean daily.

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: 1) The home was not cleaned daily.

2) Food prep areas were not cleaned and sanitized between use.

The home 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: 09/17/2026

Domain: **02 Safe & Sanitary Environment**

Rule: 5180:2-13-12 Safe Environment

Requirement: The program is required to have running water below the temperature of 120 degrees Fahrenheit.

Finding: During the inspection, it was determined that the water temperature was 126.4 degrees Fahrenheit in the following room: Childcare Restroom. This temperature exceeds the requirement of remaining below 120 degrees Fahrenheit. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 09/17/2026

Domain: **03 Postings & Equipment**

Rule: 5180:2-13-16 Medical, Dental, and General Emergency Plan

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

Finding: During the inspection, it was determined that emergency phone numbers were not posted and readily in view in spaces used by the children.

The following was observed: Phone numbers did not include the seven-digit backup numbers as well as the area code if the code must be dialed to complete the call.

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

Corrective Action Plan Due: 09/17/2026

Domain: **04 Indoor/Outdoor Space**

Rule: 5180:2-13-11 Outdoor Space

Requirement: The program staff is required to protect the children from hazardous conditions in the outdoor play area.

Finding: During the inspection, it was determined that hazardous conditions existed in the outdoor play area.

The following was observed: The outdoor area was littered with trash.

Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 09/17/2026

Domain: **05 Health & Safety**

Rule: 5180:2-13-16 Emergency Preparedness and Response Plan

Requirement: The program is required to have a completed emergency preparedness and response plan.

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

The following was observed missing: Updating the plan on a yearly basis.

Submit the program's corrective action plan, which includes the missing information, if applicable, to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/17/2026

Domain: **05 Health & Safety**

Rule: 5180:2-13-16 Emergency Preparedness and Response Plan

Requirement: The program is required to train child care staff members and employees on the written emergency preparedness and response plan annually and keep written documentation of the training on-site.

Finding: During the inspection, it was determined the program's written emergency and preparedness, and response plan did not meet the requirement for training child care staff members and employees on the plan annually.

The following was observed: Written documentation of the training was not kept 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: 09/17/2026

Domain: **05 Health & Safety**

Rule: 5180:2-13-22 Meals and Snacks

Requirement: Meals and snacks provided are required to include the required food groups.

Finding: During the inspection, it was determined that a meal or snack at the program did not meet the requirements.

The following was observed: The snack offered did not include food from two of the five food groups.

Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 09/17/2026

Domain: **05 Health & Safety**

Rule: 5180:2-13-22 Meals and Snacks

Requirement: The program is required to post the current 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: The posted menu was not in a visible place readily accessible to parents.

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

Corrective Action Plan Due: 09/17/2026

Domain: **05 Health & Safety**

Rule: 5180:2-13-22 Fluid Milk

Requirement: The program is required to offer milk based on parental preference.

Finding: During the inspection, it was determined that the program did not offer milk based on parental preference.

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

Corrective Action Plan Due: 09/17/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-13-23 Infant Bottle and Food Preparation

Requirement: The program is required to retain and update infant feeding instructions.

Finding: During the inspection, it was determined that written instructions for feeding the infants noted on the Children Record Review form were not on file, as required by this rule. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 09/17/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-13-23 Infant Bottle and Food Preparation

Requirement: The program is required to safely store, prepare, and serve formula, breast milk, and food.

Finding: During the inspection, it was determined that open containers of ready to serve food and concentrated formula was not stored appropriately.

The following was observed: The formula was not refrigerated upon arrival

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

Corrective Action Plan Due: 09/17/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-13-20 Crib & Playpen - Placement

Requirement: The program is required to refrain from using a crib that is assigned to a child for storage.

Finding: During the inspection, it was determined that a crib/playpen, assigned to a child, was used for storage. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 09/19/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-13-23 Infant Bottle and Food Preparation

Requirement: The program staff is required to have all bottles labeled.

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 verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/17/2026

Domain: **08 Staff Files**

Rule: 5180:2-13-10 Health Training

Requirement: The program is required to meet the health training requirements.

Finding: In review of records, it was determined that the provider did not have current, valid documentation for training(s) as outlined in the rule.

The following was observed: Child Abuse - expired training.

Correct the violation and submit the documentation of current certification with the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 09/17/2026

Domain: **08 Staff Files**

Rule: 5180:2-13-10 Health Training

Requirement: The program is required to meet the health training requirements.

Finding: In review of records, it was determined the CCSM did not have current valid documentation for training(s) at outlined in rule.

The following was observed: First Aid - expired training

CPR - expired training

Child Abuse - expired training

Correct the violation and submit the documentation of current certification with the program's corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 09/17/2026

Domain: **09 Children's Files**

Rule: 5180:2-13-15 Child Immunization Records

Requirement: The program is required to have an immunization record on file for each child.

Finding: In review of of the children's records, it was determined that immunization records were not on file, as required.

The following was observed: Immunization record(s) were not updated no more than every thirteen months.

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

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Corrective Action Plan Due: 09/17/2026

Domain: **09 Children's Files**

Rule: 5180:2-13-15 Child Enrollment Records

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

Finding: In review of the children's records, it was determined that information had not been secured from the parent/guardian on the DCY 01234 “Child Enrollment and Health Information For Child Care” or equivalent 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 signed by the administrator.

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

Corrective Action Plan Due: 09/17/2026

Domain: **10 Written Policies & Procedures**

Rule: 5180:2-13-07 Written Policies and Procedures

Requirement: The program's written policies and procedures are to be given to all parents and employees and be available at the program.

Finding: During the inspection, it was determined that written policies and procedures listed in Appendix C of this rule, or revisions, were not provided as required.

The following was observed: The written policies and procedures were not available at the program.

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

Corrective Action Plan Due: 09/17/2026

Domain: **00 License & Approvals**
Rule: 5180:2-13-02 Information in Ohio statewide licensing system
Requirement:The rule requires the program to keep their information current in the Ohio statewide licensing system.
Findings:During the inspection, it was determined that information was not up to date in the Ohio statewide licensing system.

The following information was not current: Days and hours of operation.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **01 Ratio & Supervision**
Rule: 5180:2-13-18 Attendance
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 program 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: The record did not include the child's weekly schedule.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **02 Safe & Sanitary Environment**
Rule: 5180:2-13-13 Clean environment and equipment
Requirement:The program is required to clean daily.

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: 1) The home was not cleaned daily.
2) Food prep areas were not cleaned and sanitized between use.

The home 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: 09/17/2026

Domain: **02 Safe & Sanitary Environment**
Rule: 5180:2-13-12 Safe Environment
Requirement:The program is required to have running water below the temperature of 120 degrees Fahrenheit.
Findings:During the inspection, it was determined that the water temperature was 126.4 degrees Fahrenheit in the following room: Childcare Restroom. This temperature exceeds the requirement of remaining below 120 degrees Fahrenheit. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.
Corrective Action Plan Due: 09/17/2026

Domain: **03 Postings & Equipment**
Rule: 5180:2-13-16 Medical, Dental, and General Emergency Plan
Requirement:The program is required to post emergency phone numbers.
Findings:During the inspection, it was determined that emergency phone numbers were not posted and readily in view in spaces used by the children.

The following was observed: Phone numbers did not include the seven-digit backup numbers as well as the area code if the code must be dialed to complete the call.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **04 Indoor/Outdoor Space**
Rule: 5180:2-13-11 Outdoor Space
Requirement:The program is required to have an outdoor play space free from immediate risk.
Findings:During the inspection, it was determined that an area was used that was not protected from traffic and other hazards by a continuous fence in good condition, or a natural barrier that ensured children were not able to leave the playground area. The fence or natural barrier was determined to present an immediate risk for a child to be able to leave the playground.

The following was observed: The fencing had missing slat boards through which children could leave the playground.

Discontinue use of the playground and provide a space for outdoor play which is well defined by a continuous fence or natural barrier and protected from other hazards. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **04 Indoor/Outdoor Space**
Rule: 5180:2-13-11 Outdoor Space
Requirement:The program staff is required to protect the children from hazardous conditions in the outdoor play area.
Findings:During the inspection, it was determined that hazardous conditions existed in the outdoor play area.

The following was observed: The outdoor area was littered with trash.

Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.
Corrective Action Plan Due: 09/17/2026

Domain: **04 Indoor/Outdoor Space**
Rule: 5180:2-13-11 Fall Zone
Requirement:The program is required to have adequate shock-absorbing surface under and around playground equipment.
Findings:During the inspection, it was determined that the playground did not have adequate shock-absorbing surface under and around playground equipment.

Any equipment designed for climbing, swinging, bouncing, or sliding should not be placed over, or immediately next to, hard surfaces such as asphalt, concrete, dirt, grass, or flooring covered by carpet or gym mats not intended for use as as surfacing for climbing equipment. Submit the program's corrective action plan, which includes written verification of the discontinued use of this equipment until corrections are made along with a description of the shock-absorbing surface added, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **05 Health & Safety**
Rule: 5180:2-13-22 Fluid Milk
Requirement:The program is required to offer milk based on parental preference.
Findings:During the inspection, it was determined that the program did not offer milk based on parental preference.
Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **05 Health & Safety**
Rule: 5180:2-13-22 Meals and Snacks
Requirement:Meals and snacks provided are required to include the required food groups.
Findings:During the inspection, it was determined that a meal or snack at the program did not meet the requirements.

The following was observed: The snack offered did not include food from two of the five food groups.

Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.
Corrective Action Plan Due: 09/17/2026

Domain: **05 Health & Safety**
Rule: 5180:2-13-22 Meals and Snacks
Requirement:The program is required to post the current 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: The posted menu was not in a visible place readily accessible to parents.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **05 Health & Safety**
Rule: 5180:2-13-16 Emergency Preparedness and Response Plan
Requirement:The program is required to have a completed emergency preparedness and response plan.
Findings:During the inspection, it was determined the program's written emergency preparedness and response plan did not meet the requirement or was missing the information.

The following was observed missing: Updating the plan on a yearly basis.

Submit the program's corrective action plan, which includes the missing information, if applicable, to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **05 Health & Safety**
Rule: 5180:2-13-16 Emergency Preparedness and Response Plan
Requirement:The program is required to train child care staff members and employees on the written emergency preparedness and response plan annually and keep written documentation of the training on-site.
Findings:During the inspection, it was determined the program's written emergency and preparedness, and response plan did not meet the requirement for training child care staff members and employees on the plan annually.

The following was observed: Written documentation of the training was not kept 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: 09/17/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-13-20 Crib & Playpen - Placement
Requirement:The program is required to refrain from using a crib that is assigned to a child for storage.
Findings:During the inspection, it was determined that a crib/playpen, assigned to a child, was used for storage. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.
Corrective Action Plan Due: 09/19/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-13-23 Infant Bottle and Food Preparation
Requirement:The program staff is required to have all bottles labeled.
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 verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-13-23 Infant Bottle and Food Preparation
Requirement:The program is required to retain and update infant feeding instructions.
Findings:During the inspection, it was determined that written instructions for feeding the infants noted on the Children Record Review form were not on file, as required by this rule. Correct the violation and submit the program's corrective action plan to verify compliance with the requirement of the rule.
Corrective Action Plan Due: 09/17/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-13-23 Infant Bottle and Food Preparation
Requirement:The program is required to safely store, prepare, and serve formula, breast milk, and food.
Findings:During the inspection, it was determined that open containers of ready to serve food and concentrated formula was not stored appropriately.

The following was observed: The formula was not refrigerated upon arrival

Submit the program's corrective action plan to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **08 Staff Files**
Rule: 5180:2-13-10 Health Training
Requirement:The program is required to meet the health training requirements.
Findings:In review of records, it was determined the CCSM did not have current valid documentation for training(s) at outlined in rule.

The following was observed: First Aid - expired training
CPR - expired training

Child Abuse - expired training
Correct the violation and submit the documentation of current certification with the program's corrective action plan to verify compliance with the requirement of the rule.
Corrective Action Plan Due: 09/17/2026

Domain: **08 Staff Files**
Rule: 5180:2-13-10 Health Training
Requirement:The program is required to meet the health training requirements.
Findings:In review of records, it was determined that the provider did not have current, valid documentation for training(s) as outlined in the rule.

The following was observed: Child Abuse - expired training.

Correct the violation and submit the documentation of current certification with the program's corrective action plan to verify compliance with the requirement of the rule.
Corrective Action Plan Due: 09/17/2026

Domain: **08 Staff Files**
Rule: 5180:2-13-09 Background Checks
Requirement:The program is required to have all staff request background checks as required and receive a DCY 01176 or preliminary approval from DCY prior to allowing an individual to engage in assigned duties or be near children.
Findings:In review of the staff records, it was determined that background checks did not meet the requirements of the rule for the person(s) listed on the Employee Record Chart.

The following was observed: Background checks were not updated every five years.

Submit the program’s corrective action plan, which includes a copy of the DCY 01176, or a copy of the preliminary approval or a statement that the individual(s) are no longer engaged in assigned duties and are not near children until the preliminary approval has been received, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **09 Children's Files**
Rule: 5180:2-13-15 Child Enrollment Records
Requirement:The program is required to have a completed DCY 01234 "Child Enrollment and Health Information for Child Care" or equivalent on file on the premises for each child.
Findings:In review of the children's records, it was determined that information had not been secured from the parent/guardian on the DCY 01234 “Child Enrollment and Health Information For Child Care” or equivalent 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 signed by the administrator.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **09 Children's Files**
Rule: 5180:2-13-15 Child Immunization Records
Requirement:The program is required to have an immunization record on file for each child.
Findings:In review of of the children's records, it was determined that immunization records were not on file, as required.

The following was observed: Immunization record(s) were not updated no more than every thirteen months.

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

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Corrective Action Plan Due: 09/17/2026

Domain: **10 Written Policies & Procedures**
Rule: 5180:2-13-07 Written Policies and Procedures
Requirement:The program's written policies and procedures are to be given to all parents and employees and be available at the program.
Findings:During the inspection, it was determined that written policies and procedures listed in Appendix C of this rule, or revisions, were not provided as required.

The following was observed: The written policies and procedures were not available at the program.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/17/2026

Domain: **10 Written Policies & Procedures**
Rule: 5180:2-13-07 Written Policies and Procedures
Requirement:The program is required to have policies and procedures for all items listed in this rule.
Findings:During the inspection, it was determined the provider did not maintain the parent handbook 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.

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.

Department of Children & Youth

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
5180:2-13-02 Voluntary Temporary Closure	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-02 License Visible	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-02 Change of Location	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-07 Provider Immunization	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-02 Type A Ownership	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-04 Building Inspections for Type A Homes	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-04 Building Requirements for Type B Homes	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-04 Fire Inspections for Type A Homes	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-04 Fire Safety for Type B Homes	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-04 Flammable and Combustible Materials in a Type B Home	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-07 Staff Records	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-05 Denial, Revocation, and Suspension	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-04 Heaters in a Type B Home	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-07 Provider Responsibilities	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-08 Employee Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-07 Type B Provider - Foster Parent	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-08 Child Care Staff Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-08 Whistle Blower	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-10 Professional Development	Compliant	

Rule	Status	Documenting Statement(s), If applicable

5180:2-13-11 Indoor Space	Compliant

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-11 Outdoor Equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-12 Safe Equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-12 Carbon Monoxide Detectors - Type B Only	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-13 Handwashing	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-12 Pets	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-13 Smoke Free	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-14 Requirements for Field and Routine Trips	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-14 Driver Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-14 Ratio and Supervision for Field and Routine Trips	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-14 Vehicle Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable

5180:2-13-14 Vehicle Inspections	Compliant

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-15 Health Conditions	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-16 First Aid Kit/Standard Precautions	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-15 Child Records Retention and Confidentiality	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-16 Emergency Drills	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-16 Incident/Injury	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-17 Programming	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-17 Materials and Equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-18 Group Size and Ratios	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-19 Supervision	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-19 School Age Supervision	Compliant	

Rule	Status	Documenting Statement(s), If applicable

5180:2-13-19 Child Guidance	Compliant

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-20 Cots & Napping - Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-20 Crib and Playpen Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-21 Evening and Overnight Care	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-21 Sanitary Environment and Hygiene	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-22 Food Handling	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-23 Infant Daily Care	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-23 Diapering and Toilet Training - Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-24 On-site Pools	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-24 Swimming Sites	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-25 Medication Administration Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-02 Voluntary Temporary Closure - No Notification	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-20 Cots & Napping - Equipment & Environment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-15 Child Record Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-22 Safe Food Handling/Storage	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-23 Diapering and Toilet Training - Supplies	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-25 Medication Documentation	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-25 Medication Storage	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-13-16 Communicable Diseases	Compliant	