Department of Children & Youth

In-Home Aide Inspection Full Report

Certified in-home aide (IHA) programs are inspected at least once each year. Non-compliances are documented in the inspection report, which may also 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 In-Home Aide	Program Number 2220027383	Program Type In-Home Aide	County HANCOCK

Inspection Information			
Inspection Type: Annual		Inspection Scope: Full	Inspection Notice: Unannounced
Reviewer: Jill Gentile	Visit Date: 12/03/2025	Begin Time: 9:00 AM	End Time: 10:20 AM

Summary of Findings	
Number of Rules Verified 33	Number of Rules with Non-Compliances 8

Enrollment at the Time of Inspection	
Age Group	**Total**
Infant (Birth to < 18 m)	0
Young Toddler	1
Older Toddler	0
Preschool	1
School Age	2
Total Enrollment	**4**

Staff-Child Ratios at the Time of Inspection			
Group	**Age Group/Range**	**Ratio Observed**	**Comment**
Deborah Mills	Mixed Age Group	1 to 2	

Summary of Non-Compliances

If a program disagrees with a noncompliance finding, the program may request a review of the finding(s). Ohio Administrative Code 5180:2-14-02 details the process for submitting a request for review. The request for review must be submitted within 15 calendar days from the receipt of the inspection report.

Domain: 000 Certification and Requirements

Rule: 5180:2-14-03 Health Trainings and Professional Development Requirements
Code: The IHA is required to have documentation on file at the program of all trainings if not verified in the OPR.

Findings: During the inspection, it was determined the IHA did not have training documentation on file.
Submit a corrective action plan to verify compliance with the requirement of the rule. (IHA stated she had taken Child Abuse and Communicable Disease trainings as well as 6 hours of Professional Development, but could not produce verification of this.)

Corrective Action Plan Due: 01/16/2026

Ohio Department of Children & Youth

Domain: 002 Safe & Sanitary

Rule: 5180:2-14-05 Safe and Sanitary Environment
Code: The IHA is required to maintain smoke detectors in the appropriate areas of the home.

Findings: During the inspection, it was determined that the home did not have a UL or FM working smoke detector or smoke detectors were not installed or maintained in accordance with manufacturer's recommendations. A working smoke alarm must be placed, installed, tested, and maintained in accordance with manufacturer's recommendations. (Both smoke detectors in the home had been deactivated and were not currently operational.)

Submit a corrective action plan to verify compliance with this rule.

Corrective Action Plan Due: 01/16/2026

Domain: 002 Safe & Sanitary

Rule: 5180:2-14-05 Safe and Sanitary Environment
Code: The IHA is to provide a healthy environment in the home when children are present.

Findings: During the inspection, it was determined that the IHA did not provide a sanitary environment when children were present in that the stovetop was found unclean and to have congealed grease on it. IHA stated she had not yet used the stove on said date of inspection.

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/16/2026

Domain: 002 Safe & Sanitary

Rule: 5180:2-14-05 Safe and Sanitary Environment
Code: The IHA is to provide a safe environment in the home when children are present.

Findings: During the inspection, it was determined that children were not protected from the following items or conditions which may threaten their safety as noted in the following number 5 below:

1. Surge protectors/outlets did not have childproof receptacle covers.
2. Toys or other items small enough to be swallowed were present in the space where infants and/or toddlers were in care.
3. The platform provided for the sink or toilet was not sturdy.
4. The platform provided for the sink or toilet posed a safety hazard in that [ ].
5. Other - Sharp knives stored in kitchen drawer were found accessible to children.

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/16/2026

Domain: 002 Safe & Sanitary

Rule: 5180:2-14-05 Safe and Sanitary Environment
Code: All alcohol, drugs, household and child medications are to be kept out of reach of children while in the care of the IHA.

Findings: During the inspection, it was determined that hazardous items were within reach of children as noted in number 3 below:

1. Alcohol was not kept out of the reach of children while in the care of the IHA at the home.
2. Drugs were not kept out of the reach of children while in the care of the IHA at the home.
3. Household medications were not kept out of the reach of children while in the care of the IHA at the home.
- Prescription medications were found on the bottom shelf of an upper kitchen cabinet. Kitchen table and chairs were near said cabinet.
- A bottle of Tylenol and multiple over the counter medications were found accessible to children on the bottom shelf of the medicine cabinet in the bathroom.
- Found accessible to children on the bathroom countertop and in plastic tote drawers were additional over the counter topical products. All stated to be kept out of children's reach.
4. Child medications were not kept out of the reach of the children while in the care of the IHA at the home.

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/16/2026

Domain: 002 Safe & Sanitary

Rule: 5180:2-14-05 Safe and Sanitary Environment
Code: The IHA is required to store chemicals, cleaning , and sanitizing supplies in a place that is inaccessible to children. Cleaning agents, aerosol cans and chemical substances must be stored in their original container or clearly labeled.

Findings: During the inspection, chemicals, cleaning equipment, sanitizing equipment and supplies were not stored properly as noted in numbers 6, 14 & 19 below:

1. Cosmetics were accessible to children in the [ ] area.
2. Disinfecting wipes were accessible to children in the [ ] area.
3. Fish tank chemicals/food was accessible to children in the [ ] area.
4. Hand lotion was accessible to children in the [ ] area.
5. Hand sanitizer (for children under 24 months) was accessible to children in the [ ] area.
6. Laundry detergent (2 containers) was accessible to children in the laundry room on the floor.
7. Powder dish washing soap was accessible to children in the [ ] area.
8. Paint cans were accessible to children in the [ ] area.
9. White out was accessible to children in the [ ] area.
10. Potting Soil was accessible to children in the [ ] area.
11. Bleach was accessible to children in the [ ] area.
12. Poison, including insect/rodent poison was accessible to children in the [ ] area.
13. Pesticide was accessible to children in the [ ] area.
14. Multiple cleaning agents were accessible to children in the bathroom under the sink. One of those items was drain cleaner.
15. Gasoline was accessible to children in the [ ] area.
16. Other potentially hazardous substance [ ] was accessible to children in the [ ] area.
17. Cleaning/sanitizing supplies had not been clearly labeled.
18. A spray aerosol was accessible to children.
19. Other: A bottle of essential oil was found accessible to children on the bottom shelf of the medicine cabinet in the bathroom. Found in the bathroom under the sink, also accessible to children, was peroxide spray.

Submit a corrective action plan, which includes a statement that the potentially hazardous substance is no longer accessible to children, to verify compliance with the requirements of this rule.

Ohio Department of Children & Youth

Corrective Action Plan Due: 01/16/2026

Domain: 002 Safe & Sanitary

Rule: 5180:2-14-05 Pets
Code: Pets are to be properly cared for and not pose a any threat to the safety or health of children in care. The IHA is not permitted to bring their own pet or animal to the child's home.

Findings: During the inspection, it was determined that pet regulations were not met in the child's home, as noted in numbers 5 & 6 below:

1. The animal's cage was dirty with feces.
2. The aquarium was unclean.
3. The litter box was dirty with feces.
4. A pet posed a threat to the safety of a child in that [ ].
5. A pet requiring a license did not have a current license.
6. Proper inoculation records were not on file at the program for a pet requiring inoculations.
7. The IHA brought their own pet or animal to the child's home.
8. Other [ ].

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/16/2026

Domain: 002 Safe & Sanitary

Rule: 5180:2-14-05 First Aid Kit/Standard Precautions
Code: The IHA is required to meet the requirements for first aid kits.

Findings: During the inspection, it was determined that the IHA did not have a first aid kit [onsite/ on the vehicle/ on a field trip] as required, that included all items listed in the appendix C of the rule. The kit was missing the items or the items were not replaced after use listed in numbers 1, 6 & 11 below:

1. One roll of first-aid tape.
2. Individually wrapped sterile squares in assorted sizes.
3. Sterile adhesive bandages in assorted sizes.
4.Tweezers.
5. Gauze rolled bandage.
6. Triangular bandage.
7. Rounded end scissors.
8. Tooth preservation system or fresh chilled liquid milk in which to transport a lost permanent tooth, including a written reference indicating location of the refrigerator/freezer where milk is stored if a tooth preservation system is not part of the first aid kit (for programs serving school age children only).
9. A working digital thermometer.
10. Disposable non-latex gloves.
11. A working flashlight.
12. An instant cold pack that has not been activated or ice, including a written reference indicating location of the refrigerator/freezer where the ice is stored if an instant cold pack is not part of the first aid kit.
13. Sealable leak-proof plastic bags in assorted sizes or double bagged plastic bags that can be securely tied for materials soiled with blood or bodily fluids.

14. Pocket mask or face shield, appropriate; for all ages of children in care, for cardiopulmonary resuscitation (CPR) administration.
15. Soap or waterless sanitizer (field trip or transporting away from the program only).
16. Bottled water (field trip or transporting away from the program only).

Correct the violation and submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/16/2026

Domain: 003 Health & Safety

Rule: 5180:2-14-07 Medical, Dental, and General Emergency Requirements/Drills
Code: The IHA is required to have a completed JFS 01201 "Dental First Aid" and keep it in a location readily available to the IHA.

Findings: During the inspection, it was determined the JFS 01201 "Dental First Aid" was not completed.

Submit a corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 01/16/2026

Domain: 003 Health & Safety

Rule: 5180:2-14-07 Emergency Preparedness and Response Plan
Code: The IHA is required to have a completed written emergency preparedness and response plan.

Findings: During the inspection, it was determined the IHA's written emergency preparedness and response plan did not meet the requirement or was missing the information in numbers 2 & 3 below:

Procedures:
1. The written emergency preparedness and response plan had not been completed.
2. The plan was not dated.
3. The plan was not reviewed with the parent at least annually.
Procedures:
4. Weather emergencies and natural disasters which include severe thunderstorms, tornadoes, flash flooding, major snowfall, blizzards, ice storms or earthquakes
5. Emergency evacuations due to hazardous materials and spills, gas leaks or bomb threats including a designated safe site where children can safely remain when evacuated.
6. Outbreaks, epidemics or other infectious disease emergencies.
7. Loss of power, water or heat
8. Emergencies or disasters that occur during the transport of children or when on a field trip or routine trip.
9. Other threatening situations that may pose a health or safety hazard to the children.
10. Shelter in place, disasters or evacuation.
11. Emergency contact information for parents and the IHA.
12. Plan to contact and work with local emergency management officials.
13. The location of supplies.
14. Procedures for gathering necessary supplies for children.
15. Procedures for communicating with parents during loss of communication including loss of phone or internet service.
16. Procedures for assisting infants, toddlers, and children with special needs and/or health conditions.

Add the missing information to the emergency preparedness and response plan.

Submit a corrective action plan, which includes the missing information, to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/16/2026

Domain: 004 IHA Information

Rule: 5180:2-14-09 Vehicle Inspections
Code: The IHA is required to complete and document monthly vehicle inspections.

Findings: During the inspection, it was determined that the program had not performed monthly inspections of vehicles used for transporting children. The monthly inspection needs to include the following:

1. A visual inspection of the tires for wear and tire pressure.
2. A visual inspection of headlights, taillights, signals, mirrors, wiper blades, and dash gauges.
3. An inspection for properly functioning child and driver restraints.
4. An inspection for properly functioning doors and windows.
5. An inspection for, and cleaning of, debris from the inside of the vehicle.
6. Other [ ].

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/16/2026

Domain: 005 Children's Files

Rule: 5180:2-14-06 Child Enrollment and Medical Requirements
Code: The IHA is required to have a completed JFS 01234 "Child Enrollment and Health Information for Child Care" 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 JFS 01234 "Child Enrollment and Health Information For Child Care", as required, for the items in numbers 1, 6, 12 & 14 below:

1. No enrollment form was completed for at least one child. (In-home aid's grandchild did not have a file.)
2. The current JFS 01234 was not completed for at least one child .
3. Complete child information.
4. Complete parent information.
5. Complete emergency contact information.
6. Complete physician information.
7. Information regarding the parent list.
8. Health information.
9. Additional information for all boxes checked "yes".
10. Emergency transportation information.
11. Parent/guardian's signature .
12. Diapering Statement.
13. Acknowledgement of Policies and Procedures.
14. Enrollment form for at least one child was not updated by either the parent or the IHA. (Annual updates need completed.)
15. Enrollment form for at least one child was not signed by the IHA.
16. Other [ ].

Department of Children & Youth

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/16/2026

Domain: 005 Children's Files

Rule: 5180:2-14-06 Child Enrollment and Medical Requirements
Code: The IHA is required to have a completed medical on file for each child.

Findings: n review of of the children's records, it was determined that completed medical statements were not on file, as required, for children listed on the JFS Children's Record Review For Child Care as indicated in number 1 below:

1. No medical was on file for at least one child. (IHA's grandchild needs to have a medical on file.)
2. Medical(s) on file was not updated every 13 months.
3. Medical(s) were missing child's name and date of birth.
4. Medical(s) were missing the date of the medical examination.
5. The date of the exam was more than 13 months prior to the date the form was signed.
6. Medical(s) were missing a statement that the child has been examined and is in suitable condition for participation in group care.
7. Medical(s) were missing the signature, business address and telephone number of the physician, physician's assistant(PA), advance practice nurse (APN) or certified nurse practitioner (CNP) who examined the child.
8. Medical(s) were missing a record of immunizations the child has had specifying month, day and year of the immunization.
9. Medical(s) were missing a statement from the physician, PA, APN, or CNP that the child has been immunized or is in the process of being immunized against the diseases required by division 5104.014 of the Revised Code and found in appendix A to this rule.
10. Medical(s) were missing a statement from the child's parent or guardian that he or she has declined to have the child immunized against the disease for reasons of conscience, including religious convictions.
11. Other [ ].

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 01/16/2026

Rules In-Compliance/Not Verified

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-02 In-Home Aide Application and Approvals	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-02 In-Home Aide Qualifications	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-02 In-Home Aide Responsibilities	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-04 Background Checks	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-05 Handwashing	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-05 Communicable Diseases	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-05 Swimming and Water Safety	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-05 Swimming Permission	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-07 Incident/Injury	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-06 Health Conditions	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-06 Child Record Retention and Confidentiality	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-08 Supervision	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-08 Ratio and Group Size	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-08 Child Guidance	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-08 Child Abuse and Neglect Reporting	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-09 Requirements for Field Trip Safety	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-09 IHA Driver Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-10 Sleeping and Napping Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-10 Crib and Playpen Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-12 Medication Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-10 Evening and Overnight Care	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-11 Meals and Snacks	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-13 Infant Daily Care	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-13 Infant Bottle and Food Preparation	Compliant	

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